

# The **Minutes** of the meeting of the **General Purposes Committee** of **Upchurch Parish Council** held remotely on **17<sup>th</sup> February 2021**

Present: Cllr Tyrone Ripley (Chairman), Cllr John Arnold, Cllr Pam Denny, Cllr Gerry Lewin, Cllr Janet Marshall and Cllr Peter Masson: and Mrs Wendy Licence (Clerk).

Cllr Ripley welcomed everyone to the meeting.

## **89. Apologies for absence**

Apologies had been received from Cllr Gary Rosewell (unwell); apologies accepted.

## **90. Declarations of Interests**

None were declared.

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## **Public Time**

No members of the public were present.

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## **91. Paddock and Recreation Ground**

### i. To receive an update

Cllr Ripley said a quotation has been received for the play area signs and the wording and size needs to be agreed and further quotes will be obtained.

Cllr Denny reported that she and the Clerk have worked on the wording. The signs need to be on the fence at the entrances, four signs are needed. There needs to be two signs for the adult exercise equipment at the Recreation Ground at both ends of the path so they are visible. Cllr Lewin asked whether so many signs were necessary in a rural area.

Cllr Denny said this is a requirement for insurance purposes and certain information needs to be included.

It was **AGREED UNANIMOUSLY** that there be a sign at each entrance to The Paddock and two at the Recreation Ground.

Cllr Ripley thanked Cllr Denny for her report.

### ii. To consider quotations to replant the planters

Cllr Ripley said the quotations are yet to be received.

## **92. Allotments**

Cllr Ripley said there has been correspondence regarding the allotments and this will be discussed at Full Council.

## **93. Burial Ground and Churchyard**

### i. To receive an update

Cllr Ripley said the Village Caretaker is unable to pull the wheelie bins up the steps. When the weather is better he and Cllr Marshall will meet with the Village Caretaker to discuss the matter.

Cllr Denny reported the compost bins are full.

Cllr Ripley said the grave is going to be backfilled and is currently taped off.

### ii. To consider Burial Ground planting behind the Village Hall

Cllr Marshall said the area behind the Village Hall is bear now the laurel bushes have been removed. The area could be grassed over and compact shrubs be planted to enhance the area.

*ACTION: Cllr Marshall to investigate options for the area.*

Cllr Ripley thanked Cllr Marshall for her report.

iii. Closed churchyard survey

The Clerk reported that she is drawing up a list of maintenance costs and Swale Borough Council has been informed. Details of a surveyor has been requested.

*ACTION: Clerk to chase Swale Borough Council for details of surveyor.*

**94. Highways and Street lighting**

i. To receive an update

Cllr Arnold reported that the streetlights should be fully commissioned by the end of March.

ii. To consider the Chaffes Lane bollards tender specification

Cllr Ripley said the scheme needs to go out to tender, quotations had been obtained in January 2020 and the contractors need to requote for the work.

Cllr Arnold said the specification needs to be revised and the number of bollards be agreed.

Cllr Masson said the contractor needs to take full responsibility for the utilities and obtain the necessary permits.

It was agreed that the tender be for ten bollards, with hot tarmac and the contractor taking full responsibility for services and permits.

*ACTION: Cllr Arnold and Cllr Sheppard to draft the tender.*

Cllr Lewin said that it is important that there is full access on the footpath for people in wheel chairs.

Cllr Arnold said most of the Highways issues have been completed. There is contention regarding the streetlight on the speed bump in Forge Lane which has stopped working. KCC has said it is not their light; the light does not belong to the Parish Council as we have one nearby.

Cllr Lewin said that the regulations were clear when the speed bump was installed and a street light had to be put in as well.

Cllr Lewin said the light is at the back of the footpath not on the edge of the kerb, with an over arm.

Cllr Lewin said it would have been installed at the back of the footpath to avoid collision damage.

Cllr Arnold said the Clerk has informed KCC that the light does not belong to the Parish Council. We are waiting to hear back. KCCllr Whiting has been kept informed of the matter, Cllr Ripley thanked Cllr Arnold for his report.

**95. Footpaths**

There was nothing to report.

**96. Environment**

Cllr Denny said the drains were still bad but there had been snow for three days which would have hampered efforts to clear them.

*ACTION: Clerk to chase.*

**97. Any other matter arising**

No other matters were raised.

**Date of next meeting: Wednesday 17<sup>th</sup> March 2021 at 7.30pm**

There being no further business, the meeting closed at 7.59pm