



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE
FULL PARISH COUNCIL ON THURSDAY 4 JANUARY 2024 AT
19:30PM IN UPCHURCH VILLAGE HALL

Members of the Public and Press are welcome to attend

Signed: Nina Henley
Clerk and Proper Officer
2 Alfriston Grove, West Malling,
ME194SR

Date of Issue: 28 Dec 2023

Members: Cllr T Ripley (Chair), Cllr P Denny (V Chair), Cllr E Berntsen, Cllr H Boakes,
Cllr J Bodycomb, Cllr A Horton, Cllr G Lewin, Cllr G Rosewell, Cllr N Sheppard

PUBLIC PARTICIPATION IN GENERAL

Members of the public may also be allowed to speak during the meeting, on agenda items only and with express permission from the Chair. Anyone wishing to attend and/or speak on the agenda item during Public Participation should book in prior to the meeting. Please contact clerk@upchurchparishcouncil.gov.uk

RECORDING (AUDIO AND /OR VIDEO OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During the meeting the public are allowed to record the Committee and Officers from the front of the public seating area only, providing it does not disrupt the meeting. Any items in the exempt part of the agenda cannot be recorded and no recording device is to be left behind. If another member of the public objects to being recorded, the person(s) recording must stop doing so until the member of the public has finished speaking. The use of social media is permitted, but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

MOBILE PHONES

Members of the public are reminded that the use of mobile phones (other than silent) is prohibited at all Parish Council meetings.

Agenda

- 134.FCA/01/24 **To receive apologies for absence**
Relevant Legislation: Local Government Act 1972, s85
Members not in attendance must tender their apologies to the clerk and reason for absence to the clerk on the summons prior to the meeting
Agree any action
- 135.FCA/01/24 **To receive declarations of interests and lobbying**
Relevant Legislation: Localism Act 2011, s31
In accordance with the Localism Act 2011, members are to disclose pecuniary or any other interests in any item on the agenda. The members are individually responsible for declaring their position.
- 136.FCA/01/24 **Minutes**
Relevant Legislation: Local Government Act 1972, sch 12, p 41
To receive as correct and approve for signature the minutes of the Full Council Meeting held on 7 December 2023.
- 137.FCA/01/24 **Public Participation**
Relevant Legislation: Local Government Act, s100
In accordance with LGA 1972 S100, the meeting will be adjourned for this item to take place. Will then resume for the remainder of the meeting. The council is keen to encourage public attendance at meetings and will therefore provide an opportunity to parish registered electors, to participate in meetings. Residents are permitted 3 minutes to speak and the public session is restricted to 15 minutes, unless extended by the Chair.
- 138.FCA/01/24 **External Reports and Updates**
To receive any external reports from County and Borough and Police Liaison.
- 139.FCA/01/24 **Correspondence**

- I. Email correspondence from resident regarding drainage issues. Circulated.
- II. Email correspondence resident Forge Lane. Circulated.
- III. Email correspondence resident regarding concrete block Horsham Lane. Circulated
- IV. Email correspondence Swale Borough Council Precept Letter. Circulated.
- V. Email correspondence Medway Planning re MC/23/2466 - Land to the east of Seymour Road. Circulated.
- VI. Email confirmation of submission to Chief Constable. Circulated.
- VII. Email correspondence from various residents regarding highways (Agenda item 141/FCA/01/24 IVa). Circulated.

- 140.FCA/01/24 **Planning – <https://pa.midkent.gov.uk/>**
Relevant Legislation: Town and Planning Act 1990
 To receive urgent updates on planning matters
- I. 23/505548 /FULL 116 Chaffes Lane Subdivision of existing dwelling to create 2no. semi-detached dwellings with associated parking and landscaping.
 - II. 23/505006/FULL 25 Woodruff Close Demolition of existing single storey rear extension and the erection of a new single storey rear extension, part conversion of existing double garage to habitable space.
 - III. 23/505366/FULL 39 Drakes Close Removal of existing rear extension and erection of a single storey rear extension.
 - IV. 23/505399/PNQCLA 5Acres Holywell Lane Prior notification for the change of use of a building and any land within its curtilage from agricultural to 2no. dwellinghouses and associated operation development. For its prior approval to: - Transport and Highways impacts of the development. - Noise impacts of the development. - Contamination risks on the site. - Flooding risks on the site. - Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change from agricultural use to C3 (dwellinghouses). - Design and external appearance impacts on the building. - Provision of adequate natural light in all habitable rooms of the dwellinghouses.
 - V. Any reports from Cllr Rosewell.
- 141.FCA/01/24 **Upchurch Parish Council Reporting – Agree any actions**
- I. General Purpose & Planning Committee – to receive update
 - (a) To agree next meeting Wednesday 17 January 2024
 - II. Paddock and Recreational Ground – to receive update.
 - (a) Update on repairs to access road
 - (b) Update on tree work in Paddock
 - III. Burial Ground & Churchyard – to receive update.
 - (a) Update on debris left after works
 - (b) Update on Bank works.
 - IV. Highways & Street Lighting – to receive update.
 - (a) Residents ideas for highways report circulated.
 - V. Footpaths – to receive update.
 - VI. Environment – to receive update.
 - VII. Allotments – to receive update.
 - (a) Repairs to fence, update on work
 - VIII. Village Defibrillators – any updates.
- 142.FCA/01/24 **Finance Reporting**
Relevant Legislation: Acts and Audit Reg 2015, Lcl Audit and Ac'bility Act 2014
- I. Financial review bank statements and bank reconciliation -Councillor to view and sign.
 - II. Cheques / Payments received.
 - III. Cheques for approval: Litter picker
 - IV. Payments for approval.
- 143.FCA/01/24 **KALC Community Awards**
 Any updates.
- 144.FCA/01/24 **D-Day Anniversary**
 Any updates.
- 145.FCA/01/24 **Budget working group**
 To receive update from Budget Working group

146.FCA/01/24 **Items to be considered for inclusion on the next Full Council agenda**
To receive any additions, for noting only, no discussion at this meeting.

147.FCA/01/24 **Date of next meeting**
Thursday 1 February 2024

148.FCA/01/24 **Close of Meeting**

If you would like any further information on any item on the agenda, please contact the clerk clerk@upchurchparishcouncil.gov.uk