

## The **Minutes** of the **Parish Council Meeting** held in Upchurch Village Hall on **Thursday 11<sup>th</sup> March 2019** at 7.30pm.

**Present:** Cllr Tyrone Ripley (Chairman), Cllr John Arnold (Vice Chairman), Cllr Pam Denny, Cllr Gerry Lewin, Cllr Peter Masson and Cllr Neil Sheppard; and Mrs Wendy Licence (Clerk).

Also present were County Councillor Mike Whiting, PCSO John Cork and seven members of the public.

### **186. Apologies for absence**

Apologies had been received from Cllr Alan Horton (holiday), Cllr Janet Marshall (unwell) and Cllr Gary Rosewell (work): apologies accepted.

### **187. Declarations of interest**

None were declared.

### **188. Minutes of the meeting held on Thursday 7<sup>th</sup> February 2019**

Cllr Masson **PROPOSED** to accept the minutes as a true record of the meeting held on 7<sup>th</sup> February; **SECONDED** by Cllr Arnold: **AGREED UNANIMOUSLY**. Cllr Ripley duly signed the minutes as a true record of the meeting.

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### **Public Time**

*The meeting was adjourned for the Public Time*

*A resident reported that the hawthorn tree near her allotment had slipped down and is pushing against her shed.*

Cllr Masson advised that anything overhanging could be cut back.

Cllr Ripley said Councillors will look into the situation.

*A resident asked for an update on White Gate Stables.*

Cllr Lewin replied that there had been an exchange of correspondence between the occupier of the caravan and Swale Council.

Cllr Ripley said the Parish Council is not notified of any enforcement action taken by Swale Parish Council.

KCCllr Whiting reported he had been dealing with Parish matters, school places have been filled at Sittingbourne and places are being offered on the Isle of Sheppey and parents are not happy with the decision.

KCCllr Whiting reported that he has arranged for a Highways Officer to attend Upchurch Annual Parish Meeting to explain about a Parish Highway Improvement Plan. The County Council received 300,000 requests for work from individuals and parishes are being asked to be a conduit for requests to help save officer time.

Cllr Ripley said the Parish Council is trying to find out when the roundels will be installed.

KCCllr Whiting said he has been copied in to emails and will chase the matter up.

Cllr Ripley thanked KCCllr Whiting for attending and for his report.

PCSO John Cork reported the village had been quiet. A hedge had been taken out and there was car damage in Church Farm Road. There is a current trend in bike thefts, especially

mopeds and a van is being used to facilitate this. There is also a trend in land rover thefts. The bike in Woodruff Close is still there, the owner lives in Chatham.

*A resident reported bikes are racing up and down Holywell Lane at the weekend and the riders have no helmets.*

PCSO Cork said he has seen the bikes in the village riding towards Gore Farm.

Cllr Ripley thanked PCSO Cork for attending and for his report.

KCCllr Whiting said he has received lots of complaints about the parking outside the school and that he appreciates PCSO Cork's efforts in trying to help resolve the problem.

PCSO Cork said that if the Parking Enforcement Team come out and issue fines it will be a deterrent.

*ACTION: Clerk to contact Parking Enforcement.*

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*The meeting was reconvened.*

### **189. Correspondence**

Cllr Ripley said the Historical Research Group of Sittingbourne is planning to install a memorial plaque at Oak Lane railway bridge to commemorate those who lost their lives when the bridge was hit by a doodlebug during WWII.

Cllr Lewin said that the Society has spent a lot of time researching the centenary of the end of the Great War and is now looking at the 75<sup>th</sup> anniversary of the end of the Second World War. The Society has permission from the authorities and is now seeking the opinion of the Parish Council for a plaque as indicated on two detailed designs circulated to members at the meeting.

Cllr Sheppard said it is a good idea although consideration must be given to the safety of people reading the plaque as the road has the national speed limit of 60mph.

Councillors **AGREED UNANIMOUSLY** to support the project but consideration must be given to safety at the location.

Cllr Ripley reported the Parents & Friends of Holywell School will run the annual fete and this will be held at the school on the same day as the School Summer Fayre. The other committee who had hoped to run the annual fete have had to step down. If the field next to the school is in a fit condition, parking will be there otherwise the School has asked if they can use the Paddock.

Councillors **AGREED UNANIMOUSLY** to permit the school to use the Paddock for parking for the fete.

Cllr Ripley said the School has been given the grant application form.

Cllr Ripley reported he has received a letter asking if anything can be done about the hedge cuttings that have been left in Horsham Hill.

*ACTION: Clerk to request a road sweep and also for the drains to be cleaned.*

Cllr Ripley said the New Kaine Solar Farm has requested permission to attend a Parish Council meeting to give a presentation about its proposal to extend planning permission for the solar farm from twenty-five to forty years. They have been invited to attend the Annual Parish Meeting in April.

### **190. Planning**

Cllr Denny **PROPOSED** to accept the minutes of the Planning Committee held on 19<sup>th</sup> February as a true record of the meeting; **SECONDED** by Cllr Masson: **AGREED UNANIMOUSLY**. Cllr Ripley duly signed the minutes as a true record of the meeting.

### 191. General Purposes Committee

Cllr Masson **PROPOSED** to accept the minutes of the General Purposes Committee held on 19<sup>th</sup> February as a true record of the meeting; **SECONDED** by Cllr Denny; **AGREED UNANIMOUSLY**. Cllr Ripley duly signed the minutes as a true record of the meeting.

### 192. Allotments

Cllr Masson reported the allotments are going well and that four more plots have been rented over the past few weeks. There has been a request for a disabled area with raised beds and proper pathways. There are grants available to facilitate this and the project will have to be properly managed.

*ACTION: Clerk to ascertain what grants are available for the project.*

Cllr Lewin said the practicalities will be the design and other Local Authorities could be approached for advice. It is a commitment but it is a moral thing to do. The two plots have been left vacant because the surface water from the road floods the area.

*ACTION 1: Clerk to research other Local Authority projects.*

*ACTION 2: Cllr Ripley and Cllr Masson to draft an action plan.*

Cllr Ripley thanked Cllr Masson for drawing up a new plan of the allotments.

### 193. Paddock and Recreation Ground

Cllr Ripley reported the hedges have been cut at the Paddock.

Cllr Ripley informed Members that reminders sent regarding the car park permits.

### 194. Burial Ground and Churchyard

#### i) Review of Burial Ground fees and Burial Ground Policy

Cllr Ripley reported that Cllr Marshall has revised the Burial Ground fees and Burial Ground Policy.

Cllr Sheppard **PROPOSED** to adopt the revised the Burial Ground fees and Burial Ground Policy; **SECONDED** by Cllr Denny; **AGREED UNANIMOUSLY**.

Cllr Ripley thanked Cllr Marshall for her sterling work with updating the Burial Ground Fees and policies.

#### ii) To consider the quotation to remove rose beds and re-instate ground

Cllr Ripley said the rose beds need to be removed and the ground re-instated prior to consecration, there are three memorial roses in one bed and three others which will be transferred across. The remaining roses will be removed and the area re-instated.

Cllr Masson said the roses could be replanted at the allotments.

Cllr Ripley said he will discuss this with the contractor.

Cllr Sheppard **PROPOSED** to accept the quotation from Vincent James Landscapes for £420 to remove rose beds and re-instate the ground; **SECONDED** by Cllr Arnold.

### 195. Church Clock

Cllr Masson reported the updates to the winding mechanism were carried out a year ago and the clock has been working well. The atomic clock went off air for two weeks and when it came back on it sent an erroneous signal although the operators do not accept responsibility for it. The mechanism has been taken out of the clock for a software update and was refitted last week and the time has been out of sync since. The clock has been restarted twice and it seems to be keeping time and this is being monitored. If necessary, the clock repairer will come out to help.

Cllr Masson said the clock itself is one hundred years old and it is just the winding mechanism which has been replaced.

Cllr Ripley thanked Cllr Masson for his sterling work and for his report.

**196. Highways and Street Lighting**

Cllr Arnold reported that there will be some road closures over the next few weeks to repair potholes, Windmill Hill is particularly bad.

Cllr Ripley said the street light tenders have been sent out.

Cllr Arnold said there have been no questions raised by contractors.

Cllr Ripley said the Clerk is chasing KCC about the installation of the roundels. The speed survey is being progressed.

**197. Footpaths**

Cllr Masson reported that he has ascertained the site of the bridge on the Saxon Shore Way and will find the GPS location.

**198. Environment**

Cllr Ripley reported the water leak at the hydrant in Oak Lane has not been repaired and it has been reported again.

Cllr Ripley said the Village Spring Clean will be on 5<sup>th</sup> – 6<sup>th</sup> April and will be the same format as before. Gordon Henderson, MP, will be helping with his Litter Angels on Friday 5<sup>th</sup> April.

*ACTION: Clerk to ascertain whereabouts of the litter pickers.*

Cllr Ripley said the Tikspac proof has been circulated, extra bags will cost £65 for 2,500 bags. Councillors **AGREED UNANIMOUSLY** to accept the proof

**199. Finance**

Chq no	Payee	Reason	Amount
3761	Mr C Hansford	Village Caretaker	<b>£86.13</b>
3762	Upchurch Village Hall	Hall and Committee Room hire	<b>£41.00</b>
3763	Mrs W Licence	Expenses February Spray paint	41.31 10.93 <b>Total</b> <b>£52.24</b>
3764	HMRC	PAYE	<b>£128.80</b>
3765	First Highways Ltd	Beacon and bench collection and installation	<b>£540.00</b>
3766	Streetlights	Street light repair Crosier Court	<b>£109.50</b>
3767	Business Stream	Allotments water	<b>£14.35</b>
3768	Kent County Supplies	Copier paper	<b>£24.06</b>

Cllr Arnold **PROPOSED** the signing of the cheques; **SECONDED** by Cllr Ripley: **AGREED UNANIMOUSLY**.

Cllr Ripley said the move to all Councillors being bank signatories and moving to internet banking will be progressed in May.

**200. Defibrillator**

Cllr Sheppard reported the defibrillators are in good working order.

**201. To consider site for the Parish Council shed**

Cllr Ripley reported the Nursery has requested the removal of the shed as it needs the space so the Parish Council will need a new shed in a new location.

The Village Caretaker said the shed holds the green bin, black sacks. A broom and two spades. The bin needs to be near to where it is emptied. The bags need to be easily accessible.

*ACTION: Cllr Ripley to look into options.*

*Item for GPC to progress.*

## **202. Administration**

Cllr Ripley said Councillor specific emails will also be progressed after the elections.

## **203. Reports from representatives**

### **i) KALC**

Cllr Masson said the next KALC Swale Area Committee meeting is on 11 March 2019.

### **ii) Police Liaison Officer**

Report had been received from the PCSO earlier in the meeting.

## **204. Matters arising**

Cllr Ripley said the election packs had been distributed and need to be returned to Swale Borough Council, by hand, by 3<sup>rd</sup> April.

Cllr Ripley said the Clerk is waiting for the statistics on fines issued to owners for not cleaning up after their dog.

Cllr Lewin asked if directional signage and replacement of street names can be included in the Parish Highways Improvement Plan.

Cllr Arnold said the village signs need to be moved to their proper place.

## **205. Date of next meeting Thursday 4<sup>th</sup> April 2019 at 7.30pm in Upchurch Village Hall**

There being no further business, the meeting closed at 8.44pm.