



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE
FULL PARISH COUNCIL ON THURSDAY 7 MARCH 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: 01 Mar 2024

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

- 163.FCA/03/24 **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
- 164.FCA/03/24 **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.
- 165.FCA/03/24 **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 1 February 2024.
- 166.FCA/03/24 **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.
- 167.FCA/03/24 **External Reports and Updates**
To receive any external reports from County and Borough and Police Liaison.
- 168.FCA/03/24 **Correspondence**

- I. Email correspondence from resident requesting hedge cutting. Circulated.
- II. Email correspondence residents regarding relinquishing allotments.
- III. Email correspondence Swale Borough Council regarding Western Area Committee meeting 15.02.24. Circulated. Cllr Lewin to report.
- IV. Email confirmation from Helix (116 Oak Lane) letter received. Circulated.
- V. Email correspondence various residents dog fouling in the village.
- VI. Email from resident regarding parking junction Horsham Lane, The Street.
- VII. Email correspondence Swale Borough Council Planning Enforcement.

169.FCA/03/24

Planning – <https://pa.midkent.gov.uk/>

Relevant Legislation: Town and Planning Act 1990

To receive urgent updates on planning matters

- I. 24/500454/FULL the Vicarage 15 Oak Lane, Upchurch. Partial rebuild and repairs to historic wall and piers with heritage lime mortar and reclaimed bricks where required to match existing.
- II. 24/500377/NMAMD 97 Chaffes Lane, Upchurch. Non-material amendment of application 14/505233/FULL to add use of barn for Upchurch Horticultural Society meetings and other village meetings no more than 15 per year.
- III. Any reports from Cllr Rosewell.

170.FCA/03/24

Upchurch Parish Council Reporting – Agree any actions

- I. General Purpose & Planning Committee – to receive update
 - (a) To agree next meeting Wednesday 20 March 2024
- II. Paddock and Recreational Ground – to receive update.
 - (a) Update on repairs to access road
 - (b) Update on tree work in Paddock
 - (c) Update on new dog waste bin.
- III. Burial Ground & Churchyard – to receive update.
 - (a) Update on Bank works.
 - (b) Flower memorials - notice to clear.
- IV. Highways & Street Lighting – to receive update..
 - (a) Update on road narrowing Oak Lane
- V. Footpaths – to receive update.
 - (a) To consider residents request for hand rail on footpath from The Poles to Poot Lane.
- VI. Environment – to receive update.
 - (a) Planters booked June 2024 – bright flowers.
 - (b) Litter pick requested Breach Lane.
- VII. Allotments – to receive update.
 - (a) Repairs to fence, update on work
 - (b) Tenancy agreement 2024 for approval.
 - (c) Update on plot availability.
- VIII. Village Defibrillators – any updates.
 - (a) The Circuit updated.

171.FCA/03/24

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.

172.FCA/03/24

D-Day Anniversary

Any updates. Food Vendor to obtain licence from Swale Borough Council.

173.FCA/03/24

Items to be considered for inclusion on the next Full Council agenda

To receive any additions, for noting only, no discussion at this meeting.

174.FCA/03/24

Date of next meeting

Thursday 4 April 2024

Parish Meeting Thursday 11 April 2024

Annual Meeting date moved to Thursday 9 May 2024 (due to hall booked for polling station)

175.FCA/03/24

Close of Meeting

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