



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE
FULL PARISH COUNCIL ON THURSDAY 13 JUNE 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: 7 June 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

- 212.FCA/06/24 **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.
- 213.FCA/06/24 **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.
- 214.FCA/06/24 **Minutes**
Relevant Legislation: Local Government Act 1972, sch 12, p 41
To receive as correct and approve for signature the minutes of the Annual Council Meeting held on 9 May 2024.
- 215.FCA/06/24 **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.
- 216.FCA/06/24 **External Reports and Updates**
To receive any external reports from County and Borough and Police Liaison.
- 217.FCA/06/24 **Correspondence for noting.**
I. Email correspondence from Swale Borough Council Western Areas committee meeting 3 July 2024 cancelled due to General Election. Circulated.

- II. Email correspondence Kent Minerals and Waste Local Plan. Circulated.
- III. Email correspondence on Safety Bill Update. Circulated.
- IV. Email correspondence from resident regarding Burial Ground maintenance.
- V. Email correspondence from resident regarding parking issues.

218.FCA/06/24

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

Relevant Legislation: Town and Planning Act 1990

To receive updates on planning matters

- I. 24/501609/LAWPRO 60 The Street, Upchurch ME9 7EU Lawful Development Certificate for proposed loft conversion with rear dormer.
- II. 24/501966/FULL Court Lodge, Breach Lane, Upchurch ME9 7PH Continued mixed use as a residential dwelling and dog breeding business following approval 21/506248/FULL (Retrospective).
- III. 24/500857/REM Gore Farm, Chaffes Lane, Upchurch Me9 7BE Approval of reserved matters (Appearance, Landscaping, and Scale sought) for the erection of 2no. dwellings, pursuant to 19/505938/OUT (approved at appeal under APP/V2255/W/21/3268392), and submission of details pursuant to conditions 5 (construction phase management), 7 (energy efficiency), 8 (ecological enhancements), 9 (means of access and turning area) and 11 Parking.
- IV. Any reports from Cllr Rosewell.

219.FCA/06/24

Upchurch Parish Council Reporting – Agree any actions

- I. Paddock and Recreational Ground – to receive update.
 - (a) To consider project for new play equipment in The Paddock – Cllr Denny to report.
 - (b) To consider report from Safeplay re inspection of equipment.
 - (c) Quote agreed for 2024/25 inspections.
- II. Burial Ground & Churchyard – to receive update.
 - (a) Burial Ground Churchyard maintenance.
- III. Highways & Street Lighting – to receive update..
 - (a) Update on Copper Beach Hedge / Poplar trees Oak Lane.
- IV. Footpaths – to receive update.
 - (a) Update on handrail The Poles.
- V. Environment – to receive update.
 - (a) Weed maintenance concerns from resident - reported to KCC.
 - (b) Update on flower planters.
 - (c) Update on Oak tree.
- VI. Allotments – to receive update.
 - (a) Communication from tenant regarding allotment maintenance.
- VII. Village Defibrillators – any updates.

220.FCA/06/24

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.

221.FCA/06/24

Clerks updates

- I. Terms of Reference document for approval.
- II. Update of AGAR documents sent to External Auditor. Confirmation of receipt from Mazars.
- III. Update on publication of finance documents on website.
- IV. To approve Internal Auditor for 2024 and confirm audit dates.

222.FCA/06/24

D-Day Anniversary

Any updates from event.

223.FCA/06/24

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

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

224.FCA/06/24

Date of next meeting

Thursday 11 July 2024 (moved due to General Election)

225.FCA/06/24

Close of Meeting

For info on agenda contact clerk@upchurchparishcouncil.gov.uk