

The **Minutes** of the General Purpose Committee held in the conference room of Upchurch Village Hall on **Tuesday 22nd March 2016** commencing at 7.30 pm.

Attendees: Julia Cura (Clerk), Sara Tucker (Chair), Tyrone Ripley, Peter Masson and John Arnold

1. **Apologies:** Pamela Denny
2. **Actions Update**

Date Raised	Action	Who	Due	Status/Update
20/01/16	Recreation Ground Fencing	Clerk	Apr 16	Awaiting quotes for works
20/01/16	Burial Ground Headstones	Clerk	Apr 16	Clerk to write to Church informing them that the headstones will need to be laid down due to costs of repairing them. PM and TR to look into repairing Burial Gd stones.
17/02/16	Tree Survey	Clerk	Apr 16	The Clerk should receive the draft tree survey by the end of March. Agenda item for next GPC

3. Matters for discussion:

3.1 Proposed Telecommunications Equipment installation – Upchurch Cricket Club –
Prior to the meeting the Clerk had provided all members with a copy of the pre planning information. Comments from Cllr Lewin and Cllr Horton had been provided for consideration. A discussion took place and it was agreed that the Clerk should respond to Pegasus Group stating that the initial thoughts are that an improved mobile phone service would be of benefit to the village, however from the diagrams provided it would appear that the colour proposed for the cabinets may be visually intrusive. It was agreed that the Council should request that Pegasus Group advise them of the opinions on the application of those that live and work in close proximity to the Cricket Club. **Clerk**

3.2 Bus Shelter – Update – The Clerk reported that following the agreement of the quote at the full Council meeting in March, the forms are now complete and ready for submission to KCC. There is a fee of £395 for the planning permission and licence and this cheque was signed at the meeting. The Clerk will submit the paperwork. **Clerk**

3.3 Bank Reconciliation – The Clerk presented the bank reconciliations for both the Community and Tracker Accounts to the members. These were initialled at the meeting.

3.4 Correspondence from St Mary’s Church – The Clerk reported that she had received correspondence from St Mary’s Church offering to contribute £20 a year towards the costs of

the defibrillator. It was agreed that the Clerk should contact the W.I regarding this as it is thought that the upkeep is minimal and the W.I had already agreed to provide this. **Clerk**

3.5 Burial Ground and Paddock Fence Update– The Clerk reported that the Burial Ground fence had been repaired and the cheque for the contractor was signed at the meeting. The contractor is also looking into repairing the Burial Ground gate. A quote for the repairs needed to the Paddock fence was agreed at the meeting and the Clerk will ask the contractor to go ahead with this work. **Clerk**

3.6 Paddock Bins–The Clerk requested permission to order the new bins for the Paddock area as these had been budgeted for in the 2016/17 precept. It was agreed that the Clerk should seek agreement for this at the full Council meeting in April. Cllr Masson reported that following the incidents of dog fouling in the Paddock the caretaker had advised him that a meeting had been agreed with the dog warden. As the Clerk was unaware of this she will contact the caretaker to obtain the information. **Clerk**

4. General Updates not yet covered

4.1 Paddock/Recreation Ground – Cllr Arnold reported that he had spoken with a resident regarding concerns with the Paddock area and that the resident had emailed him with an article to be published on Upchurch Matters. Cllr Tucker asked that the email be forwarded directly to the Clerk. The Paddock is an agenda item for the Annual Parish Meeting due to conservation restrictions and the financial implications that are involved with issues such as playground equipment it is felt that in order to address any issues in this area the Council would require the support of the residents. Cllr Arnold reported that the bin on Chaffes Lane at the corner of the Paddock is damaged and protruding onto the pathway. It was agreed that the Clerk would notify Swale of this. **JA/Clerk**

4.2 Burial Ground – The Clerk reported that one of the graves is currently a health and safety hazard. The Clerk has asked the gardener to carry out the required work to make the plot safe.

4.3 Highways & Street Lighting– Cllr Arnold reported that the light outside the Brown Jug is still faulty and this is being discussed with the contractors. The Clerk reported that she is awaiting a quote from the contractors with regards to the repairs required to the light in the alleyway between Bradshaw Close and Oak Lane. **Clerk**

4.4 Allotments – Cllr Masson reported that the noticeboard in the allotments is beyond repair. It was suggested that the noticeboard currently in the Co-op garden could be re-sited once the proposed bus shelter is in place. This will be discussed further. The Clerk reported that several tenants are not renewing their rents this year and she will advertise these plots once the waiting list has been exhausted. **Clerk**

4.5 Greenacres – Holywell Lane – The Clerk advised that she had been contacted by Swale Planning asking whether the Council had any objections to the application for this site. Following confirmation that it is the neighbouring site that has enforcement orders placed on it, the Clerk confirmed to Swale that the Council had no comments other than those made on the original application. The Clerk read the members comments submitted to her by Cllr

Lewin stating ‘I consider the request to a reason for granting approval on the same site thus avoiding the need to establish a fresh site in a new location’.

4.6 Councillor Courses – Cllr Ripley expressed an interest in attending courses relevant to Parish Council work. Cllr Tucker reported that these are run through KALC which the Council are members of and asked that the Clerk look into any courses that may be relevant for the new Councillors. **Clerk**

4.7 Footpaths – Nothing to report.

5. Next Meetings – 19th April 2016, 18th May 2016 and 15th June 2016 at 7.30pm.

Actions Arising

Action	Who	Due
Proposed Telecommunications Equipment Installation – Clerk to submit comments before the deadline.	Clerk	ASAP
Bus Shelter – Clerk to submit forms and cheque to KCC.	Clerk	ASAP
St Mary’s Church Defibrillator – The Clerk will write to the WI regarding costs and whether the offer of the contribution is necessary.	Clerk	Apr 16
Paddock Fence – Clerk to request contractor carries out the required works.	Clerk	Apr 16
Bin on Chaffes Lane – Clerk to contact Swale	Clerk	ASAP
Paddock – Clerk to contact caretaker regarding dog warden meeting.	Clerk	ASAP
Street lighting – Clerk to obtain quote from contractor for Oak Lane/Bradshaw Close street light. JA to liaise with contractor re Brown Jug light.	Clerk/JA	ASAP
Allotments – Clerk to contact those on waiting list re vacant plots	Clerk	ASAP
Councillor Courses – Clerk to notify new councillors of any future new councillor courses.	Clerk	ASAP

Closed Actions

Planning Application comments – 15/510355/Full – Clerk to submit comments on this application before 1 st March 2016	Clerk	Done
Christmas Tree Project – Clerk to place under roles and responsibilities on May AGM agenda	Clerk	Done
Recreation Ground – Clerk to write to resident regarding fencing	Clerk	N/A – Fencing had been repaired
Clerk to write to Upchurch Youth Group to grant permission for plaques on lampposts.	Clerk	Done
Allotments – Rent letters to be sent out in February with statement requesting hosepipes are detached from taps after use.	Clerk	All letters sent out.

