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## UPCHURCH PARISH COUNCIL

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Clerk to the Council:

Mrs W Licence

14 Trapfield Close, Bearsted Maidstone, Kent, ME14 4HT

Tel: 01634-363906 e-mail: upchurchpc@gmail.com

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To All Members of the Council, Press and Public

Members are hereby summoned and notice is given that that a meeting of the Upchurch Parish Council will be held in **Upchurch Scout Hut** on **Thursday 14<sup>th</sup> September 2017** at **8pm** when it is proposed to transact the following business:

### **1. Apologies for absence**

To receive and accept apologies for absence.

### **2. Declarations of interest**

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Upchurch Parish Council Code of Conduct for Members and by the Localism Act 2011.

### **3. Minutes of the meeting on 3<sup>rd</sup> August 2017**

To consider the minutes of the meeting and if in order sign as a true record

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**Public Time** – This is a concessionary short session and will be limited to thirty minutes.

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### **4. Correspondence**

- i) Resident email concerning conifers in Forge Lane
- ii) Resident email concerning overhanging vegetation Oak Lane/ Chaffes Lane junction
- iii) Request from Upchurch Guides to plant bulbs in the Recreation Ground
- iv) Petition from residents regarding 116 Oak Lane.
- v) Letter of thanks to the judges of the Best Kept Garden Competition

### **5. Planning**

To receive the minutes of the Meetings held on 16<sup>th</sup> August 2017 and receive an update on planning matters

### **6. General Purposes Committee**

To receive the minutes of the Meetings held on 16<sup>th</sup> August 2017; consider the recommendations and receive an update

### **7. Allotments**

To receive an update

### **8. Finance**

Cheques for approval and signature

### **9. Administration**

- i) Review of Standing Orders
- ii) Adoption of a complaints procedure
- iii) Freedom of Information Policy

### **10. Paddock and Recreation Ground**

- i) To receive an update
- ii) To consider a request for a memorial bench in the Paddock
- iii) To consider replacing safety surfacing under fitness station

### **11. Burial Ground and Churchyard**

To receive an update

**12. Church Clock**

**13. Highways and Street Lighting**

- i) To receive an update
- ii) To consider quotation from electricity supplier

**14. Footpaths**

**15. Environment**

**16. Reports from representatives**

- i) Twinning Group
- ii) KALC
- iii) Police Liaison Officer

**17. Matters arising** - not already covered in this meeting

**18. Date of next meeting Thursday 5<sup>th</sup> October 2017 at 7.30pm in Upchurch Village Hall**

Wendy Licence (Mrs)  
Clerk to the Parish Council  
Dated this 9<sup>th</sup> September 2017