



**MINUTES OF UPCHURCH FULL PARISH COUNCIL HELD ON THURSDAY 11 DECEMBER 2025 AT 19:30PM IN UPCHURCH VILLAGE HALL**

Present: Cllr Denny, Cllr Horton, Cllr Lewin, Cllr Rosewell, Cllr Bodycomb, Cllr Berntsen  
Officer: Clerk, Nina Henley  
External Attendees: PC Jacob Boosey  
Apologies: Cllr Ripley, Cllr Sheppard, Cllr Easton

**435-FCM/12/25 To receive apologies for absence**

Cllr Sheppard (unavailable) Cllr Ripley (unavailable) Cllr Easton (unavailable) Members RESOLVED to accept apologies.  
In absence of the Chair Cllr Rosewell was voted to chair the meeting.

**436-FCM/12/25 To receive declarations of interests and lobbying**

Cllr Horton declared a non-pecuniary interest in the disabled bay in Bradshaw Close.

**437-FCM/12/25 Minutes**

To receive as correct and approve for signature the minutes of the Full Council Meeting held on 06 Nov 2025.  
Members RESOLVED to approve the minutes. Proposed by Cllr Horton, seconded by Cllr Lewin. Unanimous.

**438-FCM/12/25 Public Participation**

There was one member of the public present.  
Member of public discussed the possibility of having Christmas lights in the village and when streetlights are repaired using the opportunity to have a power source added. Members agreed to add to future agenda for discussion.

**439-FCM/12/25 External Reports and Updates**

Verbal report received from PC Boosey.  
Written report from KCC Cllr Palmer – Appendix 1

**440-FCM/12/25 Correspondence**

- I. Email correspondence from SBC Loneliness in Swale Resident Survey 2025. Noted.
- II. Email correspondence from KCC Highways Data Facts Sheets. Members requested this added to the minutes – Appendix 2. Noted.
- III. Email correspondence from SBC Swale Joint Transport Board Agenda 08.12.25. Noted.

**441-FCM/12/25 Planning**

To receive updates on planning matters

- I. Development Croudace Homes, Forge Lane – no updates received.
- II. Any reports from Cllr Rosewell. It was reported that UPC has received notification of a proposed disabled bay outside 1 Bradshaw Close – members RESOLVED to support the application.

**442-FCM/12/25 Upchurch Parish Council Reporting**

- I. Paddock and Recreational Ground – to receive update.
  - (a) Play area inspection report received. Members reviewed the report and RESOLVED to action the immediate safety repairs highlighted – budget total £168.00 Noted.

- (b) Broken fence in paddock reported been removed. Noted.
- II. Burial Ground & Churchyard – to receive update.
  - (a) Maintenance to tree / hedges in Burial Ground – quote received. Members RESOLVED to accept quote of £624.00. Cllr Denny to send details of additional work in Churchyard to contractor.
- III. Highways & Street Lighting – to receive update.
  - (a) Update on streetlight maintenance. Clerk reported contractor still waiting for parts. Cllr Berntsen requested the Risk and method statements from contractor and requested that he was informed of planned date of repairs.
  - (b) Review of street name plates. Clerk reported SBC has completed all requested new name plates. Review to be completed April 2026.
  - (c) Cllr Horton reported that a streetlight in Chaffes Lane has been damaged – Cllr Bernsten to investigate and report.
- IV. Footpaths – no updates.
- V. Environment – to receive update
  - (a) Additional floral displays – quote received. Cllr Horton gave verbal report on quotes and designs for new floral displays and village gate for 2026. Members RESOLVED to accept proposal and Clerk to arrange confirmed quotes to be reviewed in January.
  - (b) Overflowing bins – members RESOLVED to request SBC Councillors input and investigate options with Swale Borough Council.
- VI. Allotments – to receive update.
  - (a) Allotments water bill. Cllr Bodycomb proposed that UPC send letter to tenants re water usage and repercussions to fees in 2026. Members RESOLVED to send letter – unanimous.
- VII. Christmas Tree 2025 – reported that the tree has been installed – thanks were given to the councillors who assisted with installation and to local sponsors of the tree.
- VIII. Village Defibrillators –Cllr Rosewell to do check and report to Clerk to update The Circuit. Noted. Quote to be requested from local electrician for cabinet installation.

**443-FCM/12/25 Finance Reporting**

- I. Financial review – bank statement and reconciliation were received. Noted
- II. Cheques for approval litter picker: £ 50.40
- III. Schedule of payments for approval:

Payee	Date	Method	Reference	Reason	Amount
Hugo Fox	18/11/25	PAID DD	20352	Website hosting	£ 11.99
SJ Bearup	11/12/25	BACS	2526/108	Hedge Maintenance	£ 300.00
Amethyst	11/12/25	BACS	28541	Christmas Tree	£ 312.00
UVH	11/12/25	BACS	7254	Hall Hire	£ 40.00
Clerks exp	11/12/25	BACS		Stationery	£ 1.49
Lynne Balcomb	11/12/25	BACS		Caretaker	£ 201.60
Staff Costs					£ 1798.64

All Payments agreed proposed by Cllr Horton seconded by Cllr Lewin. Members resolved to approve the schedule of payments.

**444-FCM/12/25 Budget Working Group**

Cllr Lewin gave verbal report from Budget Working group. BWG recommendations for consideration were: Not to continue with the bank works and to reallocate the ERM. To consider future projects to review Burial Ground fees with a view to increase the fees and to consider the commitment to replace the Recreation Ground trees – BWG to work out if these projects are to be considered for this budget or 2027/28.

Proposal from BWG:

1. UPC to have a reserve for £5000.00 towards professional fees. RESOLVED unanimous.
2. UPC to use general reserves for any additional payments if needed towards staff sick pay cover. RESOLVED unanimous.

Subject to these amendments BWG to propose precept calculation in January meeting.

**445-FCM/12/25 Clerk Updates**

- I. Report from Local Parish Council forum. Noted.

**446-FCM/12/25 Items to be considered for inclusion on the next Full Council agenda**

Budget / Precept / Community Award

Members RESOLVED to conclude the following in private session as per Public Bodies (Admissions to meetings) Act 1960.

**447-FCM/12/25 Staffing Matters**

Members RESOLVED to accept recommendations from HR Committee regarding Clerks Appraisal and increase of 1 point on NJC pay scales.

**448-FCM/12/25 Date of next meeting**

Thursday 8 January.

**449-FCM/12/25** Meeting closed 20.43

## Appendix 1

### Kent County Council Councillor Report 2025 End of Year Update

Sorry I cannot be at your Parish Council Meeting but as Chairman of KCC I am out and about representing KCC at public events and carol services however I don't think they will ask me again once they have heard my singing voice.

I would like to wish you all a very merry Christmas and a happy New Year.

List of Achievements.

Saving money while maintain services.

KCC faces severe financial pressures. However, the administration at KCC have reduced the debt owed by KCC, while maintaining or even improving services. Where better value can be achieved then some services are being brought back in-house and rescheduling of SEND transport is starting to provide improved transport provision while reducing costs to KCC by £2.5m, and ultimately council taxpayers.

Reform UK was elected to Kent County Council pledging to scrutinise the finances at KCC, make savings, address potholes and be a strong advocate for the County, its people and businesses. In the first six months of the Reform UK administration, its work has started to achieve those pledges and put Kent people and businesses first.

Work has continued at pace with the delivery of KCCs priorities in Adult Social Care, SEND, Children's Services and Highways and Transport, with work in environment, business support, regeneration and communities continuing. However, in addition to this 'core work', several key achievements have been made, as outlined below:

#### Highlights

- We inherited a more-than-challenging financial position when it took control of KCC in May 2025. KCC had debts of £732 million, was paying debt interest charges of £84k each day.
- In the first six months of the new administration, the debt has been reduced by £67 million and £100 million of the savings and income target has been implemented, with an additional £40m of future savings found.
- Commenced the implementation of £67 million investment into road repairs, to include one of the biggest pothole repair programmes in the UK.
- Produced KCCs first ever Commercial Strategy (to be launched in January 2026) to get best value from every pound spent by KCC.

- Scrapped the 'climate emergency declaration of 2019', freeing KCC from expensive and unnecessary work; enabling more small Kent businesses to tender for work; encouraging a mixed economy of energy use and bringing back common sense to the climate debate in Kent.
- Reduced Member allowances (pay) and returned the savings to Community Grants for the voluntary sector.
- Led the campaign to get the Eurostar service to stop at Ashford and Ebbsfleet again.
- Lobbied central government to allow Kent some proceeds from the Dartford Crossing and the Freight Lorry Levy.
- Commenced work to produce an Energy Strategy that will encourage the construction of small nuclear reactors and prevent huge solar farms from being sited on our best agricultural land and despoiling our beautiful countryside.
- Developed a unique response to the government's Local Government Reorganisation programme, that would look after Kent's best interests, enable local community engagement, and be less expensive for Kent taxpayers. The KCC option for Kent LGR will see one local authority for Kent & Medway. This will be the least costly for taxpayers and will see saving after year one. Many Kent Councils prefer options that will take 6 – 15 years to start to see savings. KCC options will have three local assemblies.
- Produced 'Reforming Kent'; a new plan for the County, which will be launched in November 2025, and which gives the direction of travel for the County Council to achieve a better quality of life for Kent residents and businesses.

#### Other Significant Achievements

##### Strategy

- Produced the 'Get Kent and Medway Working' Plan with partners Jobcentre Plus, the NHS Kent and Medway Integrated Care Board and Medway Council, to help Kent residents back to work.
- Commenced work on a new and community-based 16 plus Pathway Strategy.
- Achieved a record high response (up 56% on the previous highest) to the community consultation on the future budget

##### Highways and Transportation

- Filled 22,000 potholes, carried out 250,000 square metres of road patching (approx. 35 Wembley Stadiums in area) and resurfaced 210,000 square metres of road.
- Prepared for Winter travel with 23,000 tonnes of salt, 60 Gritter vehicles and training drivers.

- Commenced the replacement of the fault reporting system for Highways with the 'My Kent Highways' system, launched in September. This enables residents to easily report and track issues, with a map for pinpointing problem locations. Currently covers potholes, but plans are underway to expand it to street lighting, drainage and landscaping.
- Continued the School Crossing Patrol programme (lollipop men and women).
- Achieved record numbers of school children from ages 4 to 16 attending road safety and road sense courses.
- Reached 80% of Kent's population with the Summer Drink Drive campaign.

#### Economic Development and Regeneration

- Created with partners 'Brand Kent'; an in-house solution for inward investment and the visitor economy, following the demise of Locate in Kent and Visit Kent.
- Made a £6 million investment into the 'No Use Empty' Initiative, which aims to improve the physical urban environment in Kent by bringing properties back into use.

#### Communities

- Secured a contract to install new library terminals, saving £700K.
- Tracked down a record number of illegal vapes and fake goods through Trading Standards, whilst generating new income streams.
- Established a partnership with the Women's and Girls' Safety Initiative, as a response to females increasingly feeling unsafe in towns and cities in Kent.

#### Families, Fostering and Communities

- Secured funding for, and begun the establishment of, the Families First initiative to concentrate on early help and intervention. The aim is to provide strong preventative measures delivered through family hubs.
- Launched a film entitled 'Run' to highlight the impact of foster carers on looked after children being placed in a safe, loving and stable environment. The film will be used in KCCs fostering recruitment programme.
- Took swift and decisive action in partnership with Medequip to safeguard vulnerable individuals, to address the sudden cessation of the previous supplier of essential community medical equipment for children and adults.
- Purchased the first two properties as a start of a programme to provide homes for looked after children with very complex needs, whilst making future savings. This will save several million of pounds per year once they are up and running.

- Accommodated and promoted the 'Baton of Hope' Tour, as part of the UK's largest suicide prevention initiative.
- Awarded the Gold Award for KCC's Technology Enhanced Lives Service at the Social Worker of the Year Awards. The achievement was a testament to the power of co-production, collaboration and innovation, especially in partnership with PA Consulting.

#### Children and Young People

- Expanded Special Educational Needs Schools and Special Resource Units, providing enhanced local provision for children with high, complex needs.
- Launched a new Special Educational Needs podcast for parents and teachers.
- Introduced a transformational new routing and automation system for arranging speedier and better travel arrangements for Special Educational Needs pupils.
- Introduced a new GCSE Clearing Service, called the Kent GCSE Clearing Tool, which is hosted on KentChoice. This is a free online service designed to support students who didn't achieve the results they wanted, to explore available courses and training opportunities.

#### Environment

- Launched Re-Use (recycling) shops at New Romney and Allington Household Waste Recycling Centres (HRWCs), reducing waste disposal costs and raising money for local charities. ***Nearest to us is at Allington – Well worth a visit for a bargain.***

#### SEND (Special Educational Needs) in Kent

##### Smarter Planning Delivers £2.5 Million Savings – Without Cutting Services

Introduction of a new, streamlined home-to-school transport planning system, delivering £2.5 million in savings this year while maintaining high-quality services for families across Kent

- Modernised Planning Tools: Advanced route optimisation and smarter scheduling to reduce the total distance travelled, make better use of vehicle capacity, and cut the number of vehicles needed

##### Delivering Local SEND Provision in Kent

Under Reform UK leadership at Kent County Council, we are making major strides in improving local provision for children with Special Educational Needs and Disabilities (SEND).

##### Expanding Special Educational Needs Schools

This means **244 additional special school places, reducing waiting times and long journeys for families.**

##### Specialist Resource Provisions (SRPs) in Mainstream Schools

This approach: Keeps children closer to home, reducing costs on transport and placements  
Reduces pressure on special schools.  
Promotes inclusion while meeting individual needs.

## Improving Processes

Pilot project to improve communication during the first 0–6 weeks of the Education, Health and Care Plan (EHCP) process, ensuring families feel informed and supported from the very start.

- Streamlined Communication:
- Clear Updates and Transparency:
- Joined-Up Working:

## Impact So Far

- Launched in August 2025, the pilot has already shown **up to 50% improvement in communication efficiency**, freeing up capacity to focus on getting the job done rather than costly and resource intensive administrative processes.

## Adult Social Care

New Brokerage, team of 16 jointly funded with NHS people remotely working to co-ordinate discharge from our acute trusts, right person, right place.

## Adult Social Care and the NHS

### SECTION 117 MH act 1983

NHS and local authorities must provide free aftercare for people detained under certain sections of the MHA.

Services Included: Mental health treatment, social care, housing support, help with employment/education, and community integration.

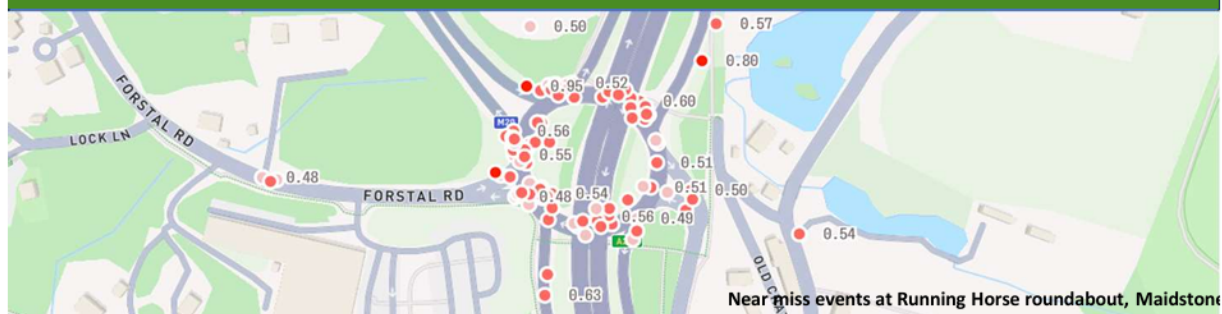
Responsibility: Jointly provided by NHS (Integrated Care Boards) and local authority social services.

Duration: Continues until both agree it's no longer needed.

There is no formula but in recent years we KCC 65% and NHS paid 35 it will be 50/50 split saving Kent's council taxpayers' money.

Why the previous administration didn't take this common sense approach is beyond me.

## Literature Reviews of Road Safety & Traffic Calming Measures



### CONNECTED VEHICLE DATA

Connected vehicles are modern vehicles equipped with internet connectivity and sensors. This data provides real-time insights into speed, braking, and driving patterns.

#### What is connected vehicle data?

Information collected from modern vehicles (post-2019) equipped **with internet connectivity and sensors**. **Speed, location, braking, and accelerating data** are all transmitted in real time.

Connected vehicles **represented ~5% of the total UK fleet**.

#### Where do we get it from?

Compass IOT. They aggregate and anonymise data from embedded SIM cards from **over 60 different vehicle manufacturers**.

**Data is available near-instantly** on their web platform. A team of data scientists will perform more complex analyses on request.

Data is available for cars, LGVs, and HGVs.

#### What can we learn from it?

**Mean and 85<sup>th</sup> speeds** for specific road segments.

**Harsh braking, harsh steering, and near-miss events** across the network.

**Journey times, queue lengths, and origin-destination patterns** (e.g how traffic re-routes after a new intervention).

#### What can we not learn from it?

**Personal details** – all data is anonymised.

**Exact causes of collisions** – but it demonstrates driver behaviour patterns across time.

**Any information from older vehicles** – insights are only indicative of fleet behaviour.

**Pedestrian and cycle data** – non-vehicle movements are not captured.

**Traffic counts** – data is aggregated from available samples. It is not possible to determine volumes of traffic.

#### How have we used connected vehicle data?

##### Speed analysis

Assessed **compliance with speed limits** and evaluated **the impact of interventions**, without the cost/time associated with traffic surveys.

##### Lane discipline

**Evaluated lane discipline** after improvements made to Running Horse roundabout, Maidstone.

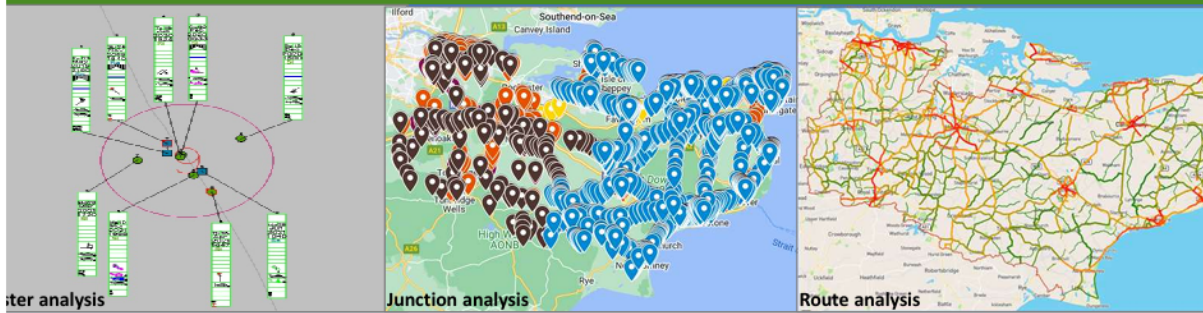
##### STOP crossroad compliance

Created a Power BI dashboard that measured vehicle **compliance with STOP signs** at crossroads.

##### Proactive approaches

Connected vehicle data allows our teams to **create interventions before potential collisions occur**.

## Literature Reviews of Road Safety & Traffic Calming Measures



## CRASH REMEDIAL MEASURES (CRM) PROGRAMME

The purpose of the CRM programme is to identify and prioritise locations of high collision risk based on the patterns of historical collisions.

### What is the CRM programme?

The CRM programme consists of **three streams** of work – **cluster analysis**, **junction analysis**, and **route analysis**.

Locations of **high collision risk** are identified based on **historical collisions**.

These locations are then **reviewed**, with **potential mitigation measures** being devised and delivered.

### Cluster analysis

Identifies **high-risk hotspots** in rural (where 4 collisions within 50m have occurred) and urban (where 6 collisions within 50m have occurred) environments over a **rolling three-year period**.

### Junction analysis

Identifies **typical collision rates over 10 years** for different junction types on the **A & B road network**. Sites with abnormal collision rates are highlighted.

### Route analysis

Identifies **high-risk routes** relative to the length of road, amount of traffic, and severity of collisions occurring. Data is **analysed over 5 years**.

### Who is involved in the CRM programme?

Analysis is completed by the **Road Safety Intelligence & Innovations** team, and the **Crash Data** team.

Results are passed to the **Planning & Advice** teams, who will undertake initial assessments.

Engineering schemes are completed by the **Design & Delivery** team. Educational schemes are completed with the **Safer Road Users** team. Enforcement issues are completed in partnership with the **Kent & Medway Safety Camera Partnership**, as well as **Kent Police**.

### How is the CRM programme funded?

From the **Local Transport Grant (LTG)** allocation.

### Why undertake the CRM programme?

KCC have a **statutory responsibility** (under the Road Traffic Act, 1988) to **conduct studies into road traffic collisions** and **take appropriate measures** to prevent accidents.

The CRM programme is a **systematic and robust approach** for investigating collisions by **prioritising the most affected, and highest severity, locations**.

### Upcoming surgeries:

- 11/12/2025 – Rainbow Café Drop In at St Mary’s Church
- 07/01/2026 – VAWG Surgery at St Michael’s, Hartlip

Your local officer is Police Officer Jacob Boosey

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## What’s going on in your area

- In relation to Police Matters in the entire area this month, there does not appear to be any distinguishable or significant patterns in terms of Crime Type. The majority of recorded and investigated Crimes were of a Domestic Nature.
- As always with this time of year there were a number of reports of Poaching throughout the Ward and District. As such, just a reminder to keep alert to suspicious vehicles and or persons, particularly those with Sighthounds etc and alert authorities should you deem necessary. I am liaising with RTF as to what can be organised in the area.
- Reminder to remain vigilant this time of year in regard to burglaries and ensure you are taking steps to secure your property; particularly if you are leaving it vacant for any amount of time.
- 1 Vehicle Theft – Namely a Caravan – in this month. This was located by its owners in the surrounding villages. Recovered and returned.
- Trying to arrange with CCPT and Cadet Force to create a litter picking and Speed Watch system in the coming months. Any suggestions from Locals who would benefit and know best for locations please send them to myself.