

The **Minutes** of the meeting of the **General Purposes Committee** of  
**Upchurch Parish Council** held at Upchurch Village Hall  
on **19<sup>th</sup> January 2022**

Present: Cllr Tyrone Ripley (Chairman), Cllr Helen Boakes, Cllr John Bodycomb, Cllr Pam Denny, Cllr Gerry Lewin and Cllr Rosewell: and Mrs Wendy Licence (Clerk).

Cllr Ripley welcomed everyone to the meeting.

**156. Apologies for absence**

Apologies had been received from Cllr Ernie Berntsen (unwell); apologies accepted.

**157. Declarations of Interests**

None were declared.

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**Public Time**

No members of the public were present.

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**158. Paddock and Recreation Ground**

i. To receive an update

Cllr Ripley reported the car park leases have been sent out.

Cllr Denny said the Recreation Ground and Paddock are fine, the oak tree is still growing.

ii. To consider quotations for the toddler multi-play unit

Cllr Denny said the matter is *Low Risk* on the inspection.

*Deferred to Full Council.*

Cllr Denny said there is a possible funding opportunity from the FCC Communities Foundation which could provide an additional piece of equipment for The Paddock, this would need to be something with low maintenance.

*ACTION: Cllr Denny to research options and Clerk to start application.*

Cllr Ripley said it had previously been suggested that a multi-use-games-area could be provided at the Recreation Ground.

*ACTION: Clerk to obtain quotations.*

iii. Woodland Trail- to consider quotation and receive an update

Cllr Ripley said the Queenborough Fishery Trust has given a grant of £2,349.70 towards the woodland trail and it is hoped to get the balance from the grant application to the Swale Western Area Committee.

Cllr Lewin said the decision of the Queenborough Fishery Trust was to give further funds if the balance was not there.

**159. Allotments**

Cllr Ripley informed Members that the hard standing has been laid.

Consideration was given to the fees and it was **AGREED UNANIMOUSLY** to set the rent for newer tenancies at £68 for a resident and £80 for a non-resident; and for those on the old rate at £35 for residents and £48 for non-residents.

The tenancies will be sent out for April.

**160. Burial Ground and Churchyard**

Cllr Ripley reported that the compost bins have been emptied at a cost of £80.

*ACTION: Clerk to obtain further quotes.*

It was agreed that Cllr Boakes be the representative for the Burial Ground.

#### **161. Highways and Street lighting**

There was nothing to report.

#### **162. Footpaths**

There was nothing to report.

#### **163. Environment**

##### i. To receive an update

Cllr Ripley said quotations for the summer planting of the barrier baskets and cascade planter have been requested. A pavement sweep of the area by bus shelter has been requested.

The Clerk said that if the area by bus shelter needs sweeping, we must report it to Swale Borough Council as they are reactive and not proactive in cleaning.

Cllr Ripley said the village sign will be taken down on Monday and given to the sign writer to refurbish. A phot of the sign will then be taken for groups to use.

##### ii. To consider quotation to re-site the notice board item deferred to next meeting.

##### iii. To consider quotations for tree survey

Councillors considered the quotations.

Cllr Lewin **PROPOSED** to recommend to Full Council to accept the quotation from P Wilson for £950: **AGREED UNANIMOUSLY**.

#### **164. Queen's Platinum Jubilee 2022**

Cllr Ripley said the Council has secured a piper for the beacon lighting and the Clerk has secured a volunteer bugler from the Sittingbourne Salvation Army. An ice cream vendor, who has previously attended the village fete, has approached the Council for permission to be at the beacon lighting and the Sunday Street Party event on the Recreation Ground, she will give 20% of sales to the Council.

It was **AGREED UNANIMOUSLY** to permit Ellinor's Ice Cream van to the events. Clerk to inform the vendor that the Parish Council is not actually organising the Sunday event but simply allowing people to picnic on the Recreation Ground.

Cllr Ripley said The Crown has agreed to provide a bar at the beacon lighting. There will be a burger van and possible other catering.

*ACTION: Clerk to contact key holders of the car park to inform them of the event.*

#### **165. IT Support**

Councillors considered the quotations for email addresses and IT support.

Cllr Boakes said she would like to attend training on Microsoft 365. What is the mail box size and is there needs to be an increase in size, is there an extra cost?

Cllr Lewin **PROPOSED** that on receipt of further information, the Committee recommends that the quotation from ADM be accepted: **AGREED UNANIMOUSLY**.

#### **166. Any other matter arising**

No other matters were raised.

**Date of next meeting: Wednesday 16<sup>th</sup> February 2022 at 7.30pm**

There being no further business, the meeting closed at 9.30pm

Signed as a true record of the meeting: