

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 6th February 2018 at 7.00 pm in the Memorial Hall, Lower Halstow.

Present: Cllr Rob Smith (Chair); Cllr Allyson Beerstecher; Cllr Keith Howard-Challis; Cllr Sue Hartfree; Cllr Steve Gates; Cllr Steve Parker; Cllr Rod Dadson; KCC Mike Whiting; and 4 members of the public were in attendance

The Chair welcomed everyone and stated that the meeting was being recorded for the purposes of the Minutes, and also stated that there would be a 15 minute Public session.

**1. Apologies**

Apologies were received from: Cllrs Ben Stokes & Duncan Dewar-Whalley.

**2. Declarations of Interest**

a) Disclosable Pecuniary Interests

None.

b) Disclosable Non-Pecuniary Interests

Councillor Hartfree declared a Non-Pecuniary interest in Agenda item 8(i) "Blockage of the stream"

**3. Public Session**

There were no comments from the Public during this meeting.

**Visitors reports or comments**

a) SBC Councillor:

Cllr Stokes not present at this meeting. Cllr Dewar-Whalley had notified that an interest – free loan may be available,(for the Playground roundabout) but any application would need to be done soon. (Post note: Councillors decided not to pursue repairs to Roundabout.)

b) KCC Councillor:

Cllr Whiting was able to give a report on current KCC projects, and advised that the proposed cuts to the 326/327 bus services will not be implemented at this stage; and further consultation/ discussion is planned. New Finance is expected to be available to save some of the bus services to the Village.

c) PCSO:

John Cork provided a local crime report, and advised that he is continuing to patrol the area. There will be a further surgery held on 29<sup>th</sup> March 2018. He requests that problems are reported to him on 07772 226217.

d) Friends of the Brickfields:

Mr Froggatt provided a quote for the brush cutter required by the FoB, Cllr Stokes has been asked to assist with a grant. It was agreed that the Constitution for the FoB, and the required Firebreak would be discussed under later Agenda items.

**4. To agree Minutes of January meeting.**

The draft minutes of the meeting of Lower Halstow Parish Council held on 2<sup>nd</sup> January were accepted as a true record. The minutes were duly signed.

**5. Planning Applications**

a) 17/506513/FULL: The Old Coach house Vicarage lane, was received too late for us to return comments. The application was discussed, and appeared to present no problems.

b) 18/500388/FULL: Shop unit & Flats in Burntwick Drive. Date for "comments by" was too short. Cllr Beerstecher is to request an extension to the date, to enable us to comment. (This is a re-submitted (amended) application)

**6. Planning Appeal Decisions**

None.

**7. To discuss and agree action on the following:**

a) Allotments rent/deposit. It was agreed that the current "Tenancy Agreement" and the rates for rents are due for review. Also the imposition of a required deposit/initial fee was being considered. Cllr Hartfree has agreed to review the Terms/ conditions needed, and will report to the Council on completion.

- b) Bund for Gibbs Amenity area; this item should be cross-referred to the "Tree Inspection Report". A quote has been received to reduce the trees listed on the report (Priority 2 Items), and to use these trees as the entrance barriers. This would reduce the felling costs, and provide the required barriers. It was voted on and agreed to accept the quote provided. Location of tree barriers to be agreed on site.
- c) WW1 Memorial Beacon; Two quotes have now been received and a third is awaited. Ballpark figure approximately £1400, a site visit will be arranged. A steering group will be formed from Friends of the Brickfields, St Margaret's Church and the Parish Council.
- d) Constitution for Friends of the Brickfields – minor amendments to the draft were discussed and carried forward for agreement.
- e) Kent Mineral Site Plan Options. No further discussion.
- f) Finance Committee: It was agreed that the Finance Committee should comprise: Cllr. Howard-Challis, Cllr. Smith, & Parish Clerk. First meeting date to be arranged by Clerk.  
**Action: Clerk**
- g) Cuts to Bus Service – covered under Agenda item 3(b)
- h) Westfield Car Park extension. A proposal that additional car parking is investigated & progressed was voted on, 4 votes for and 2 votes against, carried by majority. Additional car parking is considered to be a priority in this area.
- i) Blockage in the Stream. Cllr Hartfree & Mrs Howard-Challis have agreed to team up to troubleshoot this ongoing and serious problem. They will produce an "Action Plan" to list the work items required. Suggested areas of responsibility/contractors and estimated costs would be available for discussion for future meetings. This item is connected to the Fly Tipping problem at the rear of garages in Burntwick Drive.
- j) Fields in trust Deed. Concerns were expressed as to the benefits (against possible disadvantages in entering this scheme.) The principle concern of all is to protect the Brickfield site and prevent any building work/ other un-desirable changes. Not all councillors had managed to study the Deed. It was agreed to ask the Clerk to approach KALC (Legal area) for advice;
  - (1) Would the Deed further protect the site against the prospect of building, (particularly on the Ransom Strip?)
  - (2) Can they identify problems/dis-advantages if entering into this "agreement"
  - (3) Any further advice considered pertinent.

**Action: Clerk**

**9. Review of Action List items and reports from members on the following:**

- a) **Brickfields:**  
The Parish Council request a site meeting with Kent Fire & Rescue Service in respect of their advice concerning the firebreak. An additional site meeting may be required in respect of the levelling required.
- b) **Planning:**  
See items covered on Agenda Item 5.
- c) **Docks and Barges**  
The Chair requested funds to supply "Warning Notice Boards" on the Dockside, (where the Dock sill is damaged) The Committee voted in favour.  
**Action: Cllr Smith**
- d) **Footpaths, Highways, Lighting**  
Cllr Dadson outlined the letter from KCC offering to make 50% of the cost of gates available to the land owner (ZR39), who was in attendance at the meeting.  
The land owner declined the offer at this stage.  
Clerk to send copy of email to the Land owner.  
The lamppost outside of 44 Burntwick drive has been reported as defective.  
Clerk to request Highways to re-surface with non-slip finish; the church path.  
**Action: Clerk**

Vehicles are still routinely parking on restricted area outside the school.  
Volkswagen van RV62 XHU has been reported to the council.

Clerk is requested to report the vehicle (to PCSO?), and request the School assists with monitoring this hazard.

The footbridge from Burntwick Drive over the stream is damaged and in urgent need of repair. (Route for Children going to School)

Clerk to contact Highways for urgent repairs please.

**Action: Clerk**

**e) Handyman Liaison.**

Cllr Dadson was tasked to ask the Handyman to check (& sweep as necessary- Sat/Sun morning?) The church path- Lapwing Drive.

**Action: Cllr Dadson**

**f) & g) Burial Ground & Allotments**

Cllr Hartfree reported that the Bin lorries are still colliding with and damaging the burial ground bank. Clerk to report occurrence to SBC.

**Action: Clerk**

**g) Flood Plan.**

Cllr Gates has condensed & updated the plan. Fair copies to be issued soon.

**10. Reports on meetings.**

KALC: Next meeting is on 12<sup>th</sup> March.

**11. Clerks Report:** Copy attached.

To include correspondence not covered elsewhere in the meeting.

(a) Letter requesting dropped curb, 13 Burntwick drive.

Council raised no objections—Clerk to inform.

**Action: Clerk**

**(b) Payments received- no details available.**

(c) Authorise Invoices-see cheque list.

**12. Items for information only:**

Cllr Gates informed that Barges and other vessels may be laying over (in the Creek), in the near future, if a proposed “Regatta” comes to fruition.

**(a) Items for Village News/Website.**

(1) New application for planning permission for Village shop.

(2) Fly tipping (warning of penalties)

**13. Date of next meeting:** 6th March 2018

The meeting closed at 21.30 hrs.

**Agenda Items:**

(a) Review of Dock charges for the “Edith May” (increase in charges due in April)

(b) Revised Allotment charges.

(c) Revised Car parking charges.

Cheque List

Payee	Description	Amount £	Cheque. No.
Lower Halstow Hall Trust Fund.	Hire of Hall 5 <sup>th</sup> December 2017. Invoice 74.	<b>£24</b>	100343
Edwin Ward	Erect new fence at Tutt's Allotments. Invoice dated 9/01/18	<b>£1140.00</b>	100344
Streetlights	Replace 3 columns with LED lanterns. Invoice 9259.	<b>£1140.00</b>	100345
Safeplay Playground Services Ltd.	Re-fix rubber pads to trampoline. Invoice 11836.	<b>£76.80</b>	100346
Branchett Ltd. "Treecraft"	Annual contracted works. Invoice No.180205.	<b>£4780.00</b>	100347

**Date:**

**Signed:**

**Cllr. R. Smith.  
Chair.**