

Minutes of the Annual Council Meeting of Lower Halstow Parish Council held on Tuesday 7 May 2019 in the Memorial Hall, Lower Halstow.

Present: Cllr K Howard-Challis (Chair); Cllr R Smith; Cllr Beerstecher; Cllr Stiles; Swale Borough Councillor Roger Clark; Swale Borough Councillor Corrie Woodford; PCSO Lee Fennell; Mrs A Smith (Clerk) and 9 members of the public.

1. Election of Chair and Vice-Chair

- a) Cllr Howard-Challis was nominated by Cllr Smith, seconded by Cllr Beerstecher. A vote was taken and Cllr Howard-Challis was unanimously elected to Chair.
- b) Cllr Smith was nominated by Cllr Beerstecher, seconded by Cllr Stiles. A vote was taken and Cllr Smith was unanimously elected to Vice-Chair.

2. Apologies

No apologies had been received.

3. Declarations of Interest

- a) Disclosable Pecuniary Interests
None
- b) Disclosable Non-Pecuniary Interests
Cllr Smith declared an interest in item 5(iv).
Cllr Howard-Challis declared an interest in the forthcoming Dog Show.

4. Applications received to Co-opt new councillors

Mr Martin Szabo was unanimously co-opted to Lower Halstow Parish Council.

5. Appointment of Councillors

It was agreed unanimously that the following responsibilities be allocated:

- a) Finance Working Group – Cllrs Smith, Howard-Challis and the Clerk
- b) Planning Sub-committee – It was agreed not to go ahead with this currently.
- c) Areas of interest:
 - i. Brickfields – Cllr Beerstecher
 - ii. Parks and Leisure – Cllr Howard-Challis
 - iii. Docks and Barges – Cllr Smith
 - iv. Footpaths, Highways, Lighting and Hedgerow Maintenance – Vacant
 - v. Flood Plan, Emergency Plan, Total Quality Items – Vacant
 - vi. Village Inventory, Parking and Handyman Liaison – Cllr Stiles

6. Dates of Meeting 2019/20

It was agreed to continue holding the monthly council meetings on the first Tuesday of every month with the exception of August.

7. Public Session

There was a comment that it was hard to hear what was being said.

A resident asked why the Christmas Tree had been replaced. The Chair replied that it was dying.

A resident of The Street gave an update regarding the sluice gate. The Environment Agencies contractor will commence clearance of the sea wall flap in two to three weeks and it will be replaced on the seaward side with a composite high density material, as the existing one is warped and does not protect the village particularly well. The grille will be removed that collects rubbish and debris, which has to be cleared on a regular basis by the resident. There is a drop of about 600 mm that holds the water back and is helping to cause the silting. The intention is that the removal of the grille will allow better flow and debris should no longer collect at this point. This good news will be passed on to the flood wardens.

A resident asked if the agenda and draft minutes could be published on the website

A resident queried the proposal from Natural England as to where the coastal path will go.

8. Visitors reports or comments

- a) KCC Councillor.
No report received.
- b) SBC Councillors

The Chair offered his congratulations to the elected councillors. Cllr Roger Clark wished to thank everyone that turned out to vote. Cllr Woodford introduced herself, thanked everyone that voted and said that she looked forward to the challenges ahead.

c) **PCSO**

There were a couple of reports of bait digging. This was passed to the rural team, but there were no offences as the Council say that there are no bye-laws to stop bait digging and Natural England do not support prosecution.

There were reports of a drone flying over the village. It appeared to be a one off incident. There was also a report of a low flying plane, which turned out to be a Spitfire and was in celebration of a wedding.

The PCSO has spoken to a few youths that have previously been reported as riding bicycles and doing "wheelies" in front of cars around the area. Words of advice were issued and there have been precedents where bicycles have been taken away. If it persists further action will be taken.

d) **Friends of the Brickfields**

No report.

9. To agree Minutes of the Meetings held on 2nd April 2019.

It was resolved that the Minutes of the meeting of Lower Halstow Parish Council held on 2nd April were accepted as a true record and were duly signed.

10. Correspondence - To discuss and agree action on the following:

- a) Letter from Natural England regarding the England Coast path and initial views for how new arrangements might work on coastal land owned by the Parish Council. An extension had been requested which was declined due to tight deadlines, although any feedback was still welcomed. It was agreed not to comment at this time and to gather further information.
- b) Request for a temporary structure to cover the barge from 1st October to 30th April in any year. It was agreed to get further details of the structure in the form of an illustration and it was also discussed as to whether planning permission would be required.

Action: Clerk

11. Finance

- a) It was resolved to approve the Annual Governance and Accountability Return Section 2. All agreed and it was duly signed by the Chair.
- b) It was resolved to approve the quote received from Streetlights regarding two brackets to change the angle of two street lights that had caused concern. All agreed.

12. To discuss and agree response (if any) to the following Planning Applications:

There were no planning applications to consider at the time of producing the agenda, however a Permission in Principle had been received since then with a deadline to comment by 16th May. It was agreed to ask for an extension.

13. To discuss and agree action on the following:

a) **BRICKFIELDS & PLANNING**

Cllr Beerstecher reported that the Friends of the Brickfield are trying to find a cheaper option regarding the signage. There was a successful beach clean last month. There is a wet area on the footpath near the reed bed and there are efforts to get this area in a better state.

b) **PARKS & LEISURE**

Cllr Howard-Challis reported that the trampoline has now been removed and the hole filled in because it had been vandalised multiple times and that the costs involved to repair it each time are a drain on the council's resources. The Council gave their thanks to Mr A. Smith who aided with this operation, free of charge.

c) **DOCKS & BARGES and CAR PARKS**

Cllr Smith asked the Clerk to research contractors to draw up plans for the proposed expansion to the car park at Westfield.

Action: Clerk

The Finance Working Group will discuss financing the dock repairs and a date for a meeting will be arranged shortly.

d) **FOOTPATHS HIGHWAYS LIGHTING and HEDGEROW MAINTENANCE**

No report.

e) **FLOOD PLAN, EMERGENCY PLAN, TOTAL QUALITY ITEMS (POLICY, SAFETY, AUDITS).**

No report.

f) **VILLAGE INVENTORY, PARKING and HANDYMAN LIAISON**

The Clerk has invited a KCC Highways Officer to the Parish Council meeting regarding discussing bollards, however, he has been unable to attend, so far. Raspberry Hill Lane and Basser Hill are due to be shut to traffic on 20th May. The Clerk will contact Cllr Whiting to request a litter pick in these areas when the roads are closed.

Action: Clerk

14. To acknowledge Reports on meetings attended on behalf of the Parish Council:

a) **KALC Rep**

The date of the next meeting of Swale Area Committee is unknown, currently.

b) **Memorial Hall Rep**

No report.

15. Clerks Report:

The Clerk has received £5.00 for a Brickfields combination to be paid in tomorrow. Swale Borough Council have paid £20035.00 by BACS for the precept and lighting grant.

The Clerk received a complaint regarding the uncut grass outside Bell Cottages, which has been left because of the daffodils.

The Clerk reported to Swale Borough council that the dog waste bins at the junction of Vicarage Lane and the turning to Elm Farm and at the end of Cumberland Drive were both in a state of disrepair. A reply has been received that the Vicarage Lane bin will be repaired and the Cumberland Drive bin will be replaced, which was circulated to Councillors.

The bank balance is £68816.55

It was resolved to accept the cheque for payment. Agreed unanimously and the cheque was duly signed.

16. Items for information only:

Cllr Howard-Challis was granted permission to use the recreation ground for the Annual Dog Show in July.

17. To receive items for Village News and the Website:

A notice will be placed to say that the Best Front Garden Competition will be judged throughout May and part of June with prizes awarded in July.

Date of next meeting: Tuesday 4th June 2019

The meeting closed at 8.00 pm.

Cheques – April 2019

Payee	Description	Amount £	Cheque No.
Lower Halstow Memorial Hall Trust Fund	Hire of Hall: 5/3/19 invoice 22 - £25.50 2/4/19 invoice 39 - £25.50	£51.00	100439

Other Payments:

Standing Order 25th May

Clerk's Salary

£300.00

Date:

Signed:

**Cllr. K Howard-Challis
Chair**