

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 1st November 2016 at 7.00 pm in the Memorial Hall, Lower Halstow.

Present: Cllr Steve Gates (Chair); Cllr Rob Smith; Cllr Allyson Beerstecher; Cllr Sue Hartfree; Cllr Keith Howard-Challis; Parish Clerk Mrs A Smith, Cllr Ben Stokes; and 2 members of the public was also in attendance.

The Chair welcomed everyone and informed those present that the meeting will be recorded for the purposes of the minutes. The Agenda has been revised for the smooth running of the meeting. **Action**

1. Apologies

Cllr Dewar-Whalley sent his apologies.

2. Declarations of Interest

a) Disclosable Pecuniary Interests

b) Disclosable Non Pecuniary Interests

The Chair declared a non-pecuniary interest for the item regarding The Street.

Cllr Smith declared a non-pecuniary interest clearing of shrubbery in Heron Close.

3. Public Session

A resident of Cumberland Drive wished to bring up the following points:

He believes the development in School Lane is going to be developed into something that is much larger than is currently proposed.

Church Path between the bridge and cemetery on the south side has two feet of growth, which has not been cut for years; it would be nice if it could be tidied up.

There has been damage caused to the slide in the play area, some bolts have been removed.

There is a firearms amnesty currently being run by the Police and could posters be put on the Parish Council noticeboard.

Horse tack was stolen from a property in Breach Lane.

Clerk

4. Visitors

Report from Borough Councillor

Cllr Stokes has taken note of the above comments.

Report from PCSO (received via email)

"There have been no reports of ASB in the local area. I have caught a car parked in Lapwing Drive with the passenger smoking cannabis. Driver and passenger had the cannabis taken and had to leave the car and walk home.

Could you remind residents if they see any incidents happening to call the 101 number or give me a ring on 07772226217."

Community Support Warden

The village warden was not present.

5. Minutes of the September Meeting

It was proposed by Cllr Howard-Challis and seconded by Cllr Beerstecher that the draft minutes of the meeting of Lower Halstow Parish Council held on 4th October be accepted as a true record. All Councillors were in favour and the minutes were duly signed. It was agreed that the correspondence list would only include items to be discussed.

6. Planning Applications

Planning Consultation: 16/507134/FULL

Change of use for Funton Brickworks for a community hub or hall where the reptile centre was going to be. There is very little information. 18th November is the deadline for objections. It is dependent on the application of the larger site being agreed. If the larger site is declined this application will be withdrawn. The Public Enquiry starts on 20th

December and will continue for 3 three days. Cllr Beerstecher will attend the first day.

There will be a site visit but it is not known which day of the enquiry that will be. It was

proposed by Cllr Beerstecher to object on the grounds that this hub was not on the original

plan, seconded by Cllr Howard-Challis and agreed unanimously.

Planning Application: 16/507425/FULL

Clerk

Kaine Farm (which is not in Lower Halstow) but the access is situated on a narrow part of Breach Lane, a bus route and already has twenty-four hour European articulated lorries going to Brookerpaks. The residents of Lower Halstow will be affected more than residents of Hartlip, Upchurch or Newington. It was agreed to object on the grounds of increased traffic flow on a narrow country road to a site with poor access. Proposed by Cllr Howard-Challis and seconded by Cllr Beerstecher.

7. Previous months list of planning decisions

None.

8. Brickfields

a) Proposal to create bund and pool, by raising path.

It appears that plans for this are much further on that Cllr Beerstecher was advised in July. It has been made clear to the Friends of the Brickfields that this is land owned by the Parish Council and that proper plans are required. The grant being offered by Kent Wildlife Trust is for £10,000 and the work is going to cost £14,000. There is no guarantee that the grant will be offered. There are plans for Friends of the Brickfield to raise £4000. There will be future on-cost, which has not been planned for. The Parish Council has not been formally approached requesting permission for this work to be carried out. There is concern that work will start without permission. An invitation will be sent to the Chairman of the Friends of the Brickfields to arrange a meeting to discuss this issue.

Clerk

b) Firebreak and Application to Fields in Trust Status

Cllr Parker has arranged a meeting with the contractor at the Brickfields, dock entrance on Sunday 6th November at 10.00 am. Cllr Beerstecher and Mr Mayes have agreed to attend.

Fields in Trust Centenary programme is for protecting valuable green space across the Country. The cost is £80 to register, a plaque will be provided for installation for a space that has links to World War One. Applications are open until 2018. It was agreed to make an application, proposed by Cllr Beerstecher and seconded by Cllr Howard-Challis.

Clerk

9. Reports from members:

a) Parks & Leisure (including Playground)

The pads on the trampoline have been stuck down. Bolts to replace those taken from the slide are required. The CCTV is working.

b) Docks and Barges

Currently there is no update, but Cllr Smith will chase up the quote for the structural dock repair work.

Vice-Chair

c) Burial Ground & Allotments

Cllr Hartfree has obtained a form to complete to open an account at Provender in respect of replacing bare root beech trees. A 2 to 1 mix of green and purple beech trees will be £156.00 and also to lay a "leaky" hose to allow ease of watering. It was agreed to go ahead. Proposed by Cllr Howard-Challis and seconded by Cllr Smith. Cllr Hartfree and Cllr Howard-Challis will form a working party to remove the dead trees. Cllr Hartfree tried to contact our Community Warden, but was not able to speak to him about his working party to weed the old graves in the burial ground.

**Clerk
Cllr Hartfree
and Cllr
Howard-Challis**

d) Footpaths, Highways, Lighting

The van parked outside of the Three Tuns has a notice on it that it will be removed by KCC as it is an abandoned vehicle.

Costing for low impact bollards is £28.30 each. The really solid variety is £106 plus VAT.

The hedge at Westfield car park has not yet been cut.

The sign in Church Path is adequate.

Clerk

The safety bars for the end of the footpath behind Burntwick Drive have not arrived.

The overgrown hedge in The Street has been reported to KCC.

The width of the road in The Street is less than 5.5m wide and the white lines should be

removed or at the very least not replaced. The Chair will write to KCC Highways to let them know the Council's intent.

Chair

- e) Emergency Planning
The Flood Wardens are arranging their own meeting.
The vulnerable residents and resources register letter will be printed and distributed in January with the Village News.

10. Reports on meetings attended on behalf of the Parish Council

- a) KALC
The next meeting is 7th November to be attended by Cllr Smith and Cllr Howard-Challis. The AGM is on 19th November.
- b) Brickfields
Working group to be organised with two Parish Councillors and at least one member of the Friends of the Brickfields.
- c) Memorial Hall

**Cllrs
Smith/Howard-
Challis**

11. Finance Matters

- a) Review and authorize accounts
- b) Authorize invoices for payment
 - i) Cheque list

Payee	Description	Amount £	Cheque No.
PKF Littlejohn	Limited Assurance Review of Annual Return for year ended 31 March 2016	£240.00	100249
Local Council Scheme Insurance	Came & Company	£988.72	100250
KALC	1 x attendance Finance Conference	72.00	100251

Under the Local Government Act 1972 (Sch 2) the signing of the cheques was proposed by Cllr Howard-Challis seconded by Cllr Beerstecher, all Councillors were in favour.

- ii) Invoices
- c) Payments received since last meeting
£963.00
- d) Discuss the council's view on the Precept for 2017/18
The Clerk gave Councillors a copy of the budget for their consideration to be decided at the January 2017 meeting.
The Clerk's hours and pay were discussed. It was agreed that the Clerk's hours will be increased to 40 hours a month on discretion and to go up to the next Spinal Column Point in the hourly rate as set out by the National Joint Council for Local Government Services (NJC). Proposed by Cllr Smith and seconded by Cllr Howard-Challis.

12. Clerk's Report

(a)
The Clerk attended the Finance conference organised by KALC at Teynham Village Hall. A good place to network with other Parish Clerks.

This month the Clerk paid in £963.00. £900 for a burial and £63 in allotment rent whose contracts began on 1st October at the Memorial Hall site.

The Clerk took delivery of the poppy wreath to be laid at the Church on 13th November by Cllr Rob Smith.

A report was received from a resident at Westfield cottages that they have a problem with rats,

which they consider to be due to a neighbour not clearing their rubbish up and keeping chickens. The Clerk directed the resident to Environmental Health at Swale Borough Council.

Nigel Randall, former chair, has delivered to the Clerk Minutes that need binding and archiving.

The Council's bank account has been credited with the September precept from Swale Borough Council of £16160.00

The bank balance is £50008.42

- b) It was agreed that a procedure was needed in respect of keys for the Brickfield gates. A deposit of £25 per key to be charged and a log of residents with keys started. To start afresh new locks are required and keys distributed. Proposed by Cllr Beerstecher and seconded by Cllr Parker.
- c) It was agreed at the Clerk's request to become a member of Society of Local Council Clerks (SLCC). Proposed by Cllr Beerstecher and seconded by Cllr Howard-Challis.

Clerk

13. Any Other Business

Cllr Beerstecher attended the Newington Parish Council meeting. They discussed having a fireproof safe, which was about £600. The PCSO Georgina Springall has a chemical spray licence. They are considering inviting the Police and Crime Commissioner Matthew Scott to a meeting. The costs of maintaining play equipment are very high. Stone Parish Council website was recommended. The Friends of the Brickfields suggested a Spring Clean around the village.

Cllr Smith suggested a Parish Council Christmas get together. Cllr Parker recommended the Crown in Upchurch or the Woolpack in Iwade.

The Christmas Tree light ceremony was proposed for 3rd December and to invite Cllr Dewar-Whalley to turn the lights on. Mince pies and mulled wine will be provided.

**Clerk
and Cllrs**

The councillors are to look at their areas for Risk Assessments.

All Cllrs

The model publication, which is a list for information that is published and where it is available, to be looked at.

Chair

14. Date of Next meeting

The next meeting of Lower Halstow Parish Council will be held on Tuesday 6th December at 7 pm in the Memorial Hall, Lower Halstow.

The meeting closed at 8.55pm

Date

Signed:

Cllr S Gates
Chair