

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 6 November 2018 in the Memorial Hall, Lower Halstow.

Present: Cllr Smith (Chair); Cllr Howard-Challis (Vice-Chair); Cllr Beerstecher; Cllr Gates; Cllr Parker; Cllr Dadson Cllr Stiles; KCC Cllr Whiting and SBC Cllr Dewar-Whalley Mrs A Smith (Clerk) and 9 members of the public.

1. Apologies

The Chairman welcomed everyone. Apologies were received from Cllr Stokes.

2. Declarations of Interest

a) Disclosable Pecuniary Interests

None

b) Disclosable Non-Pecuniary Interests

None

3. Public Session

A resident from Westfield cottages voiced concern that allotments were being taken to turn into a car park without consultation and without offer of another allotment.

Another resident was also worried that their outlook would be a car park instead of allotments and if any other options had been looked at. The Chair replied that the households at Westfield had been petitioned and the Clerk had offered another allotment but it appears the email had not been received.

The Council were informed that a planning application will be made in the next few weeks in respect of retirement bungalows. The resident also thanked everyone in respect of the beacon, which was erected recently and that it is an asset to the village.

It was reported that several street lights are not working at Westfield and Breach Lane.

4. Visitors reports or comments

a) SBC Councillors.

Cllr Dewar-Whalley wished to comment that he regularly visits the brickfields and that he appreciates the work done there. He also congratulated Lower Halstow on organising the many events for the centenary of the end of World War 1 and would be attending as many as possible. Next year Swale Borough Council will be looking at those that survived and those that returned injured.

b) KCC Councillor Mike Whiting:

Please find below a summary of my work on behalf of the residents since my last report. Highways England is being very clear that it will put a holding objection to any housing development application that adds to traffic along the A249 corridor. Current holding objections are against a number of developments including at Chestnut Street. A developer has come forward with a proposal to expand Bobbing village by some 2,500 houses as part of the new Swale Local Plan. I attended a presentation for councillors by the developer and as I understand it this is a conceptual proposal on land that is not designated for housing in the current local plan, and no planning application has been submitted. Swale's local plan is up for review and needs to be republished in April 2022. In response to a letter to me from Cllr Gates, I contacted Kent Highways on his behalf and they have offered to assist with the provision of cones for the Commemoration events on 11 November. I am sorry I cannot attend the service as I am laying a wreath in Sittingbourne. I also made an offer to assist with the cost of the Battles' Over Weekend, being planned by the Parish Council, though am unclear as to whether an application was made. I made enquiries on the Parish Council's behalf in respect of grants available for street lamps and renewing Parish Maps. I have passed information about funding to your Clerk. With respect of the Parish Map these can be replaced at a cost, and I am happy to assist with some grant funding if that would be helpful. Again in response to a request for assistance, I was able to supply the Clerk with details of an engineering company to look at the repairs to the dock. I hope this is helpful, please do not hesitate to contact me if I can be of further assistance in these or any other matters.

c) PCSO.

Crimes reported to Kent Police from 01/10/2018 to 02/11/2018

Gearbox taken from a boat.

Suspicious Event Reported on 02/11/2018 Van driving around the area.

Fly Tipping Breach Lane. This has been reported to Kent Police and the council which has been removed.

Moped dumped this had been reported to Kent Police and to Swale Borough Council

No reports of any anti-social behaviour.

I will be on secondment at Coldharbour so any problems please ring the 101 number. The area will still be patrolled by my colleague.

d) Friends of the Brickfields.

The hump at the firebreak has now been flattened and the reed bed has been cleared which will re-generate next year. The Friends of the Brickfield would like to progress the idea of an interpretation board and some signage.

Thanks and appreciation were given by the Chair for all the good work achieved.

5. To agree Minutes of the October meeting.

The Minutes of the meeting of Lower Halstow Parish Council held on 2nd October 2018 were accepted as a true record. Proposed by Cllr Howard-Challis and seconded by Cllr Beerstecher. Carried unanimously. The minutes were duly signed.

6. Matters Arising:

a) Formation of a Planning Committee

It was proposed by Cllr Gates not to set up a planning committee at this time, seconded by Cllr Dadson. Agreed unanimously.

b) To adopt policy for paying councillors' allowances.

It was proposed to adopt the policy, as circulated, by Cllr Howard-Challis, seconded by Cllr Beerstecher. Carried unanimously.

c) Updated task list.

It was agreed to change Neighbourhood Plan to Emergency Plan.

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

a) Tree Inspection Report.

The Clerk will request a quote for the work required within 3 months.

Action: Clerk

b) Speed signs

Cllr Stiles has researched this and it appears that the vehicle activated signs will not get approval unless there are a lot of accidents at the site. Cllr Howard-Challis will brief the council after the next KALC meeting. Cllr Smith will also be attending the 20's Plenty meeting.

c) Parish Map

The measurements are required to obtain a quote from KCC to replace the map in The Street.

Action Cllr Smith

8. Finance

a) To increase the precept to cover cost of replacing entire street lights to LED type SL8.

It was proposed by Cllr Howard-Challis, seconded by Cllr Beerstecher to replace the five street lights that are currently not working with white LED. Carried unanimously.

It was proposed by Cllr Gates not to increase the precept specifically for the LED street lights. Seconded by Cllr Howard-Challis. Carried unanimously.

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

a) There were no planning applications received in respect of Lower Halstow. However, it was noted that Cllr Beerstecher had received notification for a change of use at Breach Farm Paddocks, Upchurch.

10. To discuss and agree action on the following:

a) **BRICKFIELDS & PLANNING**

Cllr Beerstecher will attend the next Friends of the Brickfield meeting where a maintenance plan will be discussed.

b) **PARKS & LEISURE & PLANNING**

A photo will be supplied to the Clerk as requested by a contractor to enable a quote to repair the trampoline. The Christmas tree needs replacing and a donation has been received in respect of Christmas tree lights.

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

Cllr Smith has arranged to meet a contractor on site in respect of obtaining a quote for the dock repairs. Options regarding funding are being investigated.

Cllr Parker proposed drafting a letter to the residents, directly opposite the possible site of the expansion of the Parish Council car park, at Westfield, to explain the Councillors ideas, their reasons and to include the questionnaire previously sent. Seconded by Cllr Beerstecher.

Action: Cllr Smith and Clerk

Negotiations regarding the agreement for the Edith May are ongoing.

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

The hedge outside Green Farm is overgrown. The Clerk will write the owners to request that it is cut back.

Action: Clerk

The pavement on the North side of Cumberland Drive is in a bad condition. This will be reported to KCC.

Action: Clerk

Cllr Dadson has requested some quotes to mend/replace a fence at the Burial Ground, without any success, so far.

Action: Cllr Dadson

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

Cllr Gates is attending a Community Emergency Exercise which will stress test our Emergency Plan and he will be working on the Parks Policy shortly.

Action: Cllr Gates

f) **VILLAGE INVENTORY and HANDYMAN LIAISON**

The path leading down to the Church from Lapwing Drive is in need of sweeping before Remembrance Sunday.

Action: Clerk

g) **GENERAL/MISCELLANEOUS TOPICS.**

Programme for the World War One Battle's Over
Friday 9th November

6.00pm Battle's Over Exhibition in the Memorial Hall followed by

7.00 to 9.00pm Singalong with poetry reading and book launch 'Abide with Me' by Alan Swift

Saturday 10th November

Noon to 4pm Trench Lunch (bring your own food) in the Memorial Hall

View the Battle's Over Exhibition (tea and coffee available)

7.00pm to 10pm 'Home Coming Hop' Dance in the Memorial Hall with music through the war years by ticket only (£5) - contact 01795 842272

Sunday 11th November

6am Church porch with a Piper playing at dawn, as will be the case up and down the country

6.05am Torch light parade to the Memorial Wood, where a wreath will be laid, followed by a short service and reading of the Roll of Honour

10.30am Church Service including wreath laying and Roll of Honour

Noon to 4pm Church Open

6.50pm Meet at our Beacon of Light in the Brickfields; Tributes, Last Post sounded followed by

7pm The Beacon is lit and church bells ring
7.15pm Short 'Closing Thanksgiving' ceremony in the church

This Event is supported by Swale Borough Council

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

a) KALC Rep

The AGM is being held on 17th November. The next meeting of the Swale Area Committee is being held in December.

b) Memorial Hall Rep

No report.

12. Clerks Report:

The Clerk has paid in £587.50 in allotment rents and £450 in respect of the Burial Ground.

I have replied to the consultation in respect of cycle paths, as directed by the council and requested quotes in respect of the trampoline repairs, but so far not had any replies, although I am waiting on a photograph to send off to one company. I have so far, not found any reference to the gauge of steel used in the previous dock repair.

The Clerk has taken delivery of the new laptop, which is now up and running but there is still some work to do, to install the email system.

The bank balance as at the end of September is £82,861.13.

13. Items for information only:

Items for Village News:

To say thank you to Cllr Gates and the steering Group for all their efforts for Battle's Over Commemoration.

To receive agenda items

Draft letter for residents at Westfield opposite proposed expansion of car park.

Precept

Date of next meeting: Tuesday 4th December 2018

The meeting closed at 20.50 hrs.

Cheques November 2018

| Payee | Description | Amount £ | Cheque No. |
|--|--|-----------------|-------------------|
| Lower Halstow Memorial Hall Trust Fund | Hall Hire 4/9/18 Invoice: 44 | 24.00 | 100401 |
| Redwood Systems | Supply and set up of HP Laptop, Hard drives, antivirus etc. Invoice:010456 | 1124.44 | 100402 |
| L Stevens & Sons | 3 years Allotment Rent - Westfield Invoices dated 4 th October 2018 | 160.00 | 100403 |
| Scott Partnership | Oak Post (Beacon) Invoice: 12098 | 705.60 | 100404 |
| CR & SJ Bearup | Level of bank at Brickfields Site Invoice: 1819/092 | 480.00 | 100405 |
| KALC | Audit Workshop; Encryption Training; Being a good employer publication; 2 x Dynamic Councillor and Chairmanship Conference; Invoices:6699; 4779 and 6990 | 267.20 | 100406 |
| Commercial Services | Tree Inspection Invoice: LS190548 | 1172.40 | 100407 |
| UK Power Networks | Reconnection for street light o/s 42 Burntwick Drive Job No: 3700005781 | 993.60 | 100408 |
| Mr S Gates | Reimbursement for WW1 event Expenses | 57.18 | 100409 |
| Mr P Froggatt | Reimbursement for WW1 event expenses including poppy wreaths | 239.18 | 100410 |
| Society of Local Council Clerks | Full Membership (shared with Borden) | 64.00 | 1004411 |
| Lower Halstow Memorial Hall Trust Fund | Hall Hire: 2/10/18 Invoice: 52 | 24.00 | 1004412 |

It was proposed to accept the cheques for payment by Cllr Smith and seconded by Cllr Beerstecher. Agreed unanimously.

Date:

Signed:

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