

**Minutes** of the Monthly Council Meeting of Lower Halstow Parish Council held in the Memorial Hall at 7.00 pm on Tuesday 6<sup>th</sup> June 2023.

Present: Cllrs: K Howard-Challis (Chair); M Szabo (Vice-chair); T Portman; A Smith and Mrs A I Smith (Clerk)

In attendance: 4 members of the public and Councillor Baldock

1. To receive **Apologies for absence.**

Apologies were received from Cllr Groves.

2. To receive any **Declarations of Pecuniary or Non Pecuniary Interest**, and any Applications for Dispensation on Agenda Items. (Requirement of the Localism Act 2011.)  
None.

3. **Public session.**

No questions or comments.

4. **Visitors.** Reports or comments from:

a) KCC Councillors;

Cllr Baldock told the council that a Poetry and Arts Festival is taking place at the church in Lower Halstow on Saturday 10th June with the focus on Lord Byron. There is £3000 community funding available from KCC this year. They will not be seeking development contributions for highways improvements. Cllr Baldock offered congratulations to Lower Halstow Parish Council as they have enough members to meet. Two local villages have not been able to do this. Bobbing now has enough members to be quorate. Cllr Baldock will be looking for the Swale West Parish group to meet late July.

Cllr Smith left the meeting at 19.05.

Update on the schools' situation: There have been some people that have been given allocations, but this has not been confirmed. There is a new secondary school that is supposed to be part of the County opening, but Cllr Baldock is asking when is that going to be opened and when are pupils from the villages able to get into that school. KCC are well behind in building new secondary schools, but this is their responsibility.

Cllr Smith returned to the meeting at 19:09.

b) SBC Councillors;

None.

c) PCSO – No Police attendance, the Clerk currently has no contact details.

d) Friends of the Brickfields.

None.

5. **To resolve Minutes**

It was resolved that the Minutes of the Annual Parish meeting held on Tuesday 4<sup>th</sup> May are a correct record and were signed accordingly.

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6. **Matters arising:**

a) Burial Ground Fence. The old metal fence is falling down. Cllr Szabo will look at it with Cllr Portman with an aim to mend it.

**Action: Cllrs Portman and Szabo**

7. **To Discuss any planning applications received between producing the agenda and this meeting.**

There were none.

8. **Finance:**

a) Quote for weed control at Gibbs Amenity Area. It was proposed by Cllr Howard-Challis to agree the quote for £160 for immediate action and for it to be added to the contractor's yearly contract. Seconded by Cllr Szabo. Agreed unanimously.

9. **Correspondence:**

a) Request from Tiller & Wheel for donation towards some printing costs. It was proposed by Cllr Howard-Challis and seconded by Cllr Szabo to donate £50.00. Agreed unanimously.

**Action: Clerk**

- b) Email regarding rabbit control at the Brickfields. It was proposed by Cllr Howard-Challis to allow Mr Branchett to use ferrets to control the rabbit population from September to March. Seconded by Cllr Smith. Three councillors voted for the proposal and one against. Agreed by a majority vote.
- c) Email received regarding the leaking taps at the Memorial Hall site. This is in hand.

**10. To receive reports on the following:**

- a) Parks & Leisure & Planning (MS)  
Nothing to report, but the Village Planning Policy will be reviewed at a future meeting.
- b) Footpaths and Hedgerow maintenance, Burial Ground and Allotments.  
The crack on the wall has been reported to KCC Public Rights of Way, but there does not appear to have been anything done, as yet, although the website states "Resolved – Officer Action". This will be kept under review.
- c) Allotments  
No report.
- d) Parish Highways Plan.  
No update.
- e) Brickfields and Seawall  
There has been no update from Natural England and no further evidence of bottle digging on the sea wall.

**11. Clerk's Report**

Payments received during May total £547.78. The vacant plot at Tutt's allotment site has now been taken. There is currently one vacant plot at the Memorial Hall for which there is a resident interested. The new more robust tap for the Memorial Hall site is on order and will be fitted as soon as it is received. The Clerk received an enquiry regarding flexibility on the S106 for Orchard View in School Lane, which was referred to Swale Borough Council, as neither the Parish Council nor the developers have any influence. The crack in the bridge which was reported to KCC PROW and their website shows it as "Resolved – Officer Action" (Reference: 230477250). The bank balance as of 31 May 2023 is £73,578.25  
It was agreed that Cllrs Howard-Challis and Szabo will authorise the payments, as per the payment list below, via internet banking.

**12. Items for information only:**

- a) Items for Website and Village News.  
Cllr Portman will send an update on the Coronation Tree to the Clerk for the Village News.  
Cllr Portman has secured a £1000 grant from KCC towards help for vulnerable people in the village.

The meeting closed at 19.28pm

**Date of next meeting:** Tuesday 5<sup>th</sup> July 2023

Payee	Description	Gross Amount £	VAT £	Cheque No/Bank Payment
Lower Halstow Memorial Hall Trust	Hall Hire – 4/4/2023 Invoice: 99	21.25		782113785
Mrs A I Smith	Clerk's Expenses and Salary 25/6/2023	1074.69		2306230001
Mr M Tidy	Village Cleaning – 166.72 And re-imbursement for Wood Finishes Direct Invoice: 1947438-1 – 39.20	205.92	6.53	149764232
Intelligent Facility Services	CCTV SIM Service Invoice:	30.00	5.00	518099804
DCK Payroll Solutions	Payroll Process April Invoice: P4074 - £36.00 May Invoice: P4144 - £36.00	72.00	12.00	377640601
Mrs T Portman	Re-imbursement for Gardening World Ltd (Receipt attached)	12.98		389306104

Other Payments:

Multipay      Direct Debit - 10/06/23

£3.00

**Date:**

**Signed:**

**Cllr. K Howard-Challis  
Chair**