

# Lower Halstow Parish Council

C/o Parish Clerk, Mrs. A Smith  
Amberley, 5 The Street, Sporle, King's Lynn, Norfolk. Email: [clerk.lhpc@gmail.com](mailto:clerk.lhpc@gmail.com)

## AGENDA

**The Monthly Meeting of Lower Halstow Parish Council will be held on  
Tuesday 6<sup>th</sup> September 2022 at 7.00pm in the Memorial Hall  
Please note that this meeting will be recorded for the purposes of the Minutes**

1. To receive **Apologies for absence**.
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.)
3. **Public session.** (Maximum 15 minutes).  
*Parishioners of Lower Halstow are welcome to address the meeting during this time. Any other person wishing to address the Parish Council must make a written request to the Clerk.*
4. **Visitors.** Reports or comments from:
  - a) KCC Councillors;
  - b) SBC Councillors;
  - c) PCSO;
  - d) Friends of the Brickfields.
5. **To resolve that the Minutes** of the:
  - a) Parish Council meeting held on Tuesday 5<sup>th</sup> July 2022 are a correct record.
6. **To consider** and agree any action regarding: **Correspondence:**
  - a) Email from SAAA regarding opting out of External Auditor arrangement – 23/8/22
  - b) To discuss and agree any action regarding Gibbs Amenity land further to email from solicitor 23/8/22
  - c) Telephone call from resident in The Street regarding large earth moving lorries thundering through the village, with no care and attention. 26/8/22
7. **To consider** and agree any action regarding: **Matters Arising:**
  - a) Plans for stalled purchase of land at the Brickfields (TP)
  - b) Noticeboards (TP)
  - c) Mooring for another boat at the dock (K H-C)
8. **Policies:**
  - a) Equal Opportunities Policy (MS) (email 9/6/22)
  - b) To discuss and agree an update for the policy regarding access to the Brickfields and Dock in respect of the combination padlocks
9. **To discuss and agree response (if any) for the following Planning Applications:**
  - a) 22/503257/FULL PROPOSAL: Erection of single storey front and rear extensions, and second floor infill extension including alterations to roof, installation of 5no. new dormer windows in lieu of existing roof lights, insertion of new first floor windows to

side and rear, and internal alterations. Creation of additional hardstanding parking area. ADDRESS: The Pantries Vicarage Lane Lower Halstow Kent ME9 7EW  
COMMENTS DUE BY: 24 August 2022, DECISION DUE DATE: 22 September 2022  
CASE OFFICER: Emily Clark 01795 417469

- b) 22/503669/SUB | Submission of details pursuant to Conditions 7 (details of roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, driveway gradients, car parking and street furniture), 18 (scheme to prevent discharge of surface water onto the highway), and 20 (details of external lighting) of application 21/502607/OUT. | Land To The South Of Stable Mews School Lane Lower Halstow Kent ME9 7FN

**10. Any planning applications received between producing the agenda and this meeting.**

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

- a) Parks & Leisure & Planning (MS)
- b) Footpaths and Hedgerow maintenance, Burial Ground and Allotments (TP)
- c) Parish Highways Plan (AS and K H-C)
- d) Brickfields and Seawall (TP)

**12. Finance**

- a) Annual Governance and Accountability Return (AGAR):
  - i) To consider the external auditor's report
  - ii) To authorise the amendments to AGAR
  - iii) To decide how long to publish the notice of conclusion for.
- b) Insurance Renewal – email -16/8/22 from Gallagher

**13. To receive Clerk's report, to include:**

- a) To note payment received since last meeting;
- b) To authorise Invoices for Payment – See Payments List.

**14. Items for information only:**

- a) Items for Website and Village News.
- b) To receive agenda items for next meeting and agree date of next meeting.

*Ann Smith*

**Ann Smith (Mrs)  
Parish Clerk**

Date: 31 August 2022