

**Minutes** of the Monthly Council Meeting of Lower Halstow Parish Council held virtually due to Coronavirus Covid19 restrictions at 7.00 pm on Tuesday 2<sup>nd</sup> March February 2021

Present: Cllrs: K Howard-Challis (Chair); M Szabo (Vice-chair); A Groves; T Portman; A Smith; E Stiles; P Miller; Mrs A Smith (Clerk)

In attendance: Cllr M Whiting and 4 members of the public.

**1. Apologies**

Apologies were received from Cllr Corrie Woodford and the PCSO.

**2. Declarations of Pecuniary or Non Pecuniary Interest**

Cllr Portman declared a non-pecuniary interest in item 10a;

Cllr Miller declared a non-pecuniary interest in item 11e;

Cllr Smith declared a pecuniary interest in item 8c.

**3. Public Session**

None.

**4. Visitors:** Reports from:

a. Drainage Team KCC

Unfortunately, a member from the drainage team could not attend the meeting.

b. KCC Councillors

A resident had contacted Cllr Whiting regarding signs and liability regarding flooding issues. It was suggested that meetings could be arranged with members of the Drainage team and Highways team during the day. Cllr Whiting has been dealing with school appeals and should anyone have concerns or need any assistance to get in touch.

c. SBC Councillors

None.

d. PCSO

The PCSO submitted the following report:

No crimes of note over the past month.

Anti-social behaviour and other incidents of note:

Report of two males in a Transit van parked up and looking at horse stables. A patrol attended, but the van had moved on. Another stables in the Newington area has recently been hit by a burglary, where equestrian equipment was stolen.

A call about five males possibly, some with shotguns, possibly poaching on farmland.

A patrol attended the area, but no group was seen.

Various reports of lorries parked dangerously in the village while waiting to clear sewage. Police patrolled the area whenever possible, to issue words of advice when needed.

A report of people riding off-road bikes around the village was emailed to myself. I attended the address given and issued strong words of advice to the residents. If these bikes are seen again, please contact me.

A report of a chimney being struck by air rifle pellets has been given to myself. This will be followed up this week.

e. Friends of the Brickfields

No report.

**5. To resolve the Minutes.** It was resolved that the Minutes of Tuesday 2<sup>nd</sup> February 2021 are a correct record. They will be signed within social distancing rules. Proposed by Cllr Smith and seconded by Cllr Portman. Agreed unanimously.

**6. Correspondence**

a. KCC Public Health Services One-off Partner Briefing.

Noted.

- b. Email from a resident regarding 20 mph zone.

There is a process for this to go through. It will need discussion with KCC Highways Officers, speed surveys, consultation with residents and funding. Cllr Whiting will be able to arrange a meeting with Highways to get the ball rolling.

**Action: Cllrs Howard-Challis and Smith**

- c. Emails from residents regarding the tankers and issues with the pumping station/sewerage.

Cllr Miller felt that residents' lives were significantly impacted through the duration of the incident and although Southern Water were contacted repeatedly very little was done. Cllr Miller will approach the CEO at Southern Water to find out what they are going to do repair the rising main and agree a traffic management plan.

**Action: Cllr Miller**

- d. Possible Heritage Lottery Funding.

Cllr Portman will look into this.

**Action: Cllr Portman**

- e. Support for local girl Nellie's fight against high-risk neuroblastoma.

The Clerk will put the details on the Parish Council's website for residents' information.

**Action: Clerk**

- f. Request for permission to use a metal detector to uncover tramline to Nile Dock.

The Councillors agreed unanimously to give permission.

**Action: Clerk**

- g. ICO – Case reference IC-84351-B6X1

Noted.

- h. Parish Council's complaint regarding Barclays Bank.

The case has now been closed.

- i. Invitation for membership to Action with Communities for Rural Kent 2020/21.

It was agreed not to join.

## **7. Matters arising**

- a. Call for capital project suggestions.

Cllr Miller suggested that the Parish Council consider a 5-year plan regarding projects where funding will be required and to set up a working group that would perform that task.

**Action: All Cllrs**

- b. The Parish Council's utilising Facebook.

Cllr Portman put forward that it is a good place to share information with as many people as possible. It was agreed to signpost residents to the Parish Website from the village Facebook site.

**Action: Cllr Portman**

## **8. Finance**

- a. Annual Grounds Maintenance Agreement 2021

It was agreed to check the amount of cuts that are being made and to continue with the contract with Commercial Services for the coming year.

**Action: Clerk**

- b. EDF Energy supply contract for UMS.

Cllr Szabo had reviewed the amount of supply to the street lights and had come to the conclusion that the figures quoted were reasonable. It was agreed to accept the quote and continue the contract with EDF.

**Action: Clerk**

- c. Quote regarding mobility kissing gate and bridle gate and posts for the entrance to the Brickfields. One quote has been received, a further one will be sought.

**Action: Cllr Howard-Challis and Clerk**

- d. Quote regarding tap at Memorial Hall Site allotments.  
A quote has been requested, but the Clerk had not had a reply before the meeting.  
The Clerk will chase this up.

**Action: Clerk**

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

- a. 21/500490/FULL PROPOSAL: Alterations to roof height of shed previously approved under: 17/503325/FULL. ADDRESS: 51 School Lane Lower Halstow Sittingbourne Kent ME9 7ET  
In accordance with the Village Planning Strategy it was agreed to support this application.

**Action: Clerk**

- b. 21/500649/FULL PROPOSAL: Demolition of existing conservatory and erection of a single storey rear extension, including conversion of garage to home office.  
ADDRESS: 21 Westmoreland Drive Lower Halstow Sittingbourne Kent ME9 7EL  
In accordance with the Village Planning Strategy it was agreed to support this application.

**Action: Clerk**

- c. 21/500816/FULL PROPOSAL: Erection of a single storey front extension, including internal alterations and associated works. ADDRESS: Green Acres Breach Lane Lower Halstow Sittingbourne Kent ME9 7DW  
In accordance with the Village Planning Strategy it was agreed to support this application.

**Action: Clerk**

**10. To discuss any applications received between producing the agenda and this meeting**

- a. 1 Crouch Hill Court Lower Halstow Sittingbourne Kent ME9 7EJ  
Part single storey part two storey side extension, single storey front extension and conversion of existing garage to annexe accommodation.  
In accordance with the Village Planning Strategy it was agreed to support this application with the caveat that the cobbled area should be kept weed and rubbish free at all times.

**Action: Clerk**

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

- a. Parks and Leisure  
With the phenomenal roll out of the vaccination hopefully this will allow the re-opening of the recreational places. New football nets will be purchased as soon as people are allowed to congregate. Cllr Szabo confirmed with the Council the size of the anti-idling signs to be purchased. Cllr Miller suggested that the effectiveness be tested before and after the signs are put up, Cllr Portman volunteered to do this.

**Action: Cllrs Szabo and Portman**

- b. Planning  
Cllr Howard-Challis commented that there are several planning applications to erect a lot of houses in Swale and he asked that the councillors consider a response to these. Comments are due by 30<sup>th</sup> April.

**Action: All Cllrs**

- c. Footpaths, Lighting, Hedgerow Maintenance, Burial Ground and Allotments.  
Cllr Portman requested a deep clean and clearance of the culvert by the bridge at the Three Tuns. Cllr Portman also requested removal of garden waste outside a property in Crouch Hill Court, some has been removed but two large tree branches are still there and this may need following up. After receiving a complaint Cllr Portman has marked out with pegs some of the allotment spaces at Tutt's site. It has been requested to trim the large Yew tree at Church path and this has been completed. Nothing has been heard from the contractor with regard to cutting the hedge in the Burial Ground, another contractor has been contacted, but not heard back. As it is

now the nesting season this will now be done in the autumn. There are two trees in the burial ground that need their crowns lifting, Cllr Portman will apply to Swale Borough Council for permission during the summer in readiness for the autumn.

- d. Parish Highways Plan  
As discussed above.
- e. Docks, Barges and Sea Wall  
Cllr Miller will prepare a further brief regarding the dock repair. Cllrs Miller and Szabo met with Mr Gransden regarding the future plans for the Edith May. Cllr Miller and Mr Van Der Straaten have spoken regarding the sea wall. There are a number of agencies involved who require permission for work to be done, but do not want the responsibility of doing it themselves. Further discussions will be held at the end of this week.
- f. Car Parks and Brickfields  
Cllr Stiles circulated a report regarding the use of the car park at Westfield. There are now fewer cars parking on the pavements and roadside.

**12. To acknowledge Reports on meetings attended on behalf of the Parish Council**

- a. KALC Rep  
No report. Cllrs Howard-Challis and Miller will be attending the next meeting.
- b. Memorial Hall Rep  
No report.

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

The Clerk contacted Bridger's Law regarding the proposed purchase of the strip of land adjacent to the Brickfields. Unfortunately, Mr Bridger has not had any replies from the vendor's solicitor's at all, although he said that this should be a simple matter to complete. The Clerk tried to contact Mrs Elizabeth Kingsley-Smith (the vendor) with no success. The Clerk has completed the members' allowance acceptance form and returned it to Swale Borough Council in respect of £300.00 towards the dock repair. The Clerk has paid into the bank account £60.50 in respect of Westfield Car Park; £40.00 for allotments; £1000 from John Weir for a burial in the Burial Ground this month, and £426.34 has been received regarding the berthing of "Thistle" at the dock. The annual service of the defibrillator located at the Three Tuns Public House will take place on 11<sup>th</sup> March 2021.

The bank balance as of 31<sup>st</sup> January is £92650.78

The accounts were sent to the Councillors by email and the payments have been noted by the Councillors. Cllrs Howard-Challis and Szabo will authorise the payments as per the list (attached) by internet banking.

**14. Items for information only:**

- a. Items for website and Village News  
Support for local girl Nellie's fight against high-risk neuroblastoma.
- b. To receive agenda items for next meeting and agree date of next meeting:  
To propose that the Parish Council donate an amount to the Poetry Festival.  
To discuss the proposed purchase of land at the Brickfields site.  
To discuss the noticeboard.

The meeting ended at: 20.25 pm.

**Date of next meeting:** Tuesday 6<sup>th</sup> April 2021

Payments March 2021

Payee	Description	Gross Amount £	VAT £	Cheque No/Bank Payment
Defib Shop	Annual AED Service	198.60	33.10	62282976
ATS	Supply & Install gate and fence posts – Memorial Hall Allotments	450.00		Cheque 300010
Mr M Szabo	February Zoom monthly meeting Invoice – INV71451861	14.39	2.40	283580798

Other payments:

25 March 2021 Standing Order

Clerk's Salary - £644.60

**Date:**

**Signed:**

**Cllr. K Howard-Challis  
Chair**