

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 7 October 2014 at 7.00pm in the Memorial Hall, Lower Halstow.

Present: Cllr Mick Drury (Chair); Cllr Steve Gates (Vice Chair); Cllr Chris Mayes; Cllr Steve Parker; Cllr Nigel Randell; Cllr R Smith; Cllr Barry Tucker and Parish Clerk Mrs C Fordham.

Action

County Councillor Lee Burgess and 3 members of the public

1. **Apologies** Borough Councillor Ben Stokes; all apologies were accepted

2. **Public Question Time**

The chair proposed that the Council discuss the Memorial Wood immediately after public question time, all Councillors were in agreement.

A parishioner asked for a report on the progress of the Car Park application.

It was reported that the July minutes were not on the Website. This would be actioned. *Cllr Randell*

A parishioner asked for an update on the Westmoreland Barge.

It was suggested that the traffic speed from Vicarage Lane to Church Path was increasing due to the siting of the “Village Gateway” within the 30mph zone

Following an enquiry the Clerk advised that KCC had agreed that the Parish Council could replace the sign advising no vehicular access to the Church, at the eastern end of Church Path.

It was reported that the light was not working on the corner of Sheerness Rd.

Clerk

Concern was expressed about the increased parking outside the pub. The Chair advised that the Council were taking action by issuing Polite Notices asking people to park more considerately and the PCSO was aware.

Concern was voiced about the glass containers being emptied in the early hours of the morning.

3. **Declarations of Interest**

The Chair declared a pecuniary interest in items 13j) i) ii) and iii).

(See item 13j) which was taken at this point

4. **Minutes of the September meeting**

It was proposed by Cllr Randell, seconded by Cllr Mayes that the minutes of the September meeting be accepted as a true record; all Councillors were in favour and the minutes were duly signed.

It was proposed by Cllr Mayes, seconded by Cllr Tucker that the Confidential minutes of the September meeting be accepted as a true record; all Councillors were in favour and the minutes were duly signed by the Vice Chair.

5. **Matters Arising**

Cllr Smith expressed continued concern about the increased number of flights over the village; it was agreed that the Clerk would contact the originators of the consultation document for further information.

Clerk

6. **Visitors**

a) **Report from Borough Councillor** – not present

b) **Report from County Councillor**

Cllr Burgess highlighted the KCC consultation on Community Wardens and urged the Council to reply. He advised that he is planning the installation of a third village gateway, but finances would not be available until 2015/16.

Clerk

Cllr Burgess advised he still wished to fund a Christmas tree for the village; the Clerk would source quotes.

Clerk

7. Decisions/ Actions/Proposals

a) Lower Halstow Housing Needs Survey 2013 – Proposals

i) The Council agree to the provision of another affordable Housing scheme in the village

On discussion, it was proposed by Cllr Tucker, seconded by Cllr Parker that the Council did not proceed further with another affordable Housing scheme in view of the lack of continuing interest in the village; all were in favour.

ii) The Council determine the number and composition of the accommodation units required This item was not taken due to the vote above.

b The Flag Pole Survey – update on the support for a flag pole in the village.

There had been 16 valid responses and 75% of those were against the proposal. It was proposed by Cllr Randell, seconded by Cllr Gates that a flag pole should not be sought for the village; all were in favour.

8. Correspondence

Clerk

a) KCC Highways email of 3.9.14 – Refusal for yellow lines opposite the school.
To be included in Newsletter.

b) KALC email of 4.9.14 – P &CC meeting on 8.10.14.

c) KALC email of 4.9.14 – Accessible Britain Challenge.

d) SBC email of 8.9.14 – Swale rural Forum minutes

e) KALC email of 8.9.14 – P&CC ethics committee.

f) KALC email of 8.9.14 Parish News September

g) KALC email of 9.9.14, 26.9.14 – Purchase of public access defibrillator. It was agreed that possible sites would be sought in order to decide whether this would be a possibility. *Clerk*

h) SBC email of 9.9.14 – Draft Statement of Intent Meeting.

i) Swale Area Committee of 10.9.14 – minutes

j) KALC email of 11.9.14 – Learning and Development update. Clerk to attend Openness and Transparency training. *Clerk*

k) SBC email of 16.9.14 - ~JTB minutes

l) SBC email of 17.9.14 – Sports Grants *Clerk*

m) ARC email of 22.9.14 – request to approach landowner re selling land for an

n) affordable housing scheme. Clerk to respond to ARC 9 (see item 7ai))

o) SBC email of 23.9.14 – Invitation to attend regeneration consultations.

p) Alan Swift email of 24.9.14 – Invitation to Remembrance Service. Cllr Tucker to attend. *Cllr Tucker*

q) KALC email of 25.9.14 – Election 2015 Flyers and posters. An article to be included in the Newsletter. *Clerk*

r) FLHP email of 29.9.14 – July minutes

s) Justine Stockey email of 29.9.14 and of 2.10 – request to place a Memorial Tree on the Brickfields. The Clerk was asked to advise that the Council were currently reviewing the siting of Memorials and would be in touch later. The Council would discuss with the FOTB where Memorials could be placed. *Clerk*
All Cllrs

t) KCC email of 30.9.14 – Consultation on Community Wardens.

- u) Streetlights email of 30.9.14 – suggesting Council needs to replace all the street light bulbs, or take up maintenance contract.
- v) SBC of 30.9.14 – Request for Agenda Items for Swale Rural Forum.
- w) KALC email of 1.10.14 – Kent Community Awards.
- x) KALC email of 1.10.14 – Sustainable Communities Act Proposal on Vehicle Licence operators
- y) SBC email of 2.10.14 – Guide to Becoming a Borough Councillor.
- z) ARC email of 3.10.14 – List of training events.
- aa) KCC Highways of 3.10.14 – Parish Seminar on 19.11.14. Cllr Smith to attend. *Cllr Smith*
- bb) Environment Agency email of 7.10.14 – update on Church Path.
- cc) Upchurch Matters email of 23.9.14 – Chair advised that it was suggested that there should be a register of local businesses. The Council agreed that this was a good idea.

9. Planning

Summaries 9.9, 15.9, 19.9, 29.9, 3.10.

10. Swale Borough Council Statement of Intent – comments on draft

Cllr Smith advised that he would be attending the next meeting to discuss the Statement of Intent on 14.10.14. Any comments should be passed to him.

All Cllrs

11. Clerk's Report

a) On discussion with the Chair and Vice Chair the Clerk had accepted a quote for the Council's insurance from Hiscox through our existing agent Came and Company. We have accepted a 3 year Long Term Agreement. Although not the cheapest quote it was the best quote with the Council's existing agent who the Council wished to retain due to their excellent service.

b) Two street lights had been reported for repair.

Clerk

c) The Clerk held £20 in allotment rent to be banked.

d) No-one wished to undertake the clearing of the overgrown allotments. It was agreed that a 3year rent holiday would be given if the tenant wished to take it on in the current state.

Clerk

e) The Clerk had spoken to Chalkwell coaches about the 329 service. Apparently there was only one child using the service and he waits on the Landrail side of Breach Lane on the pavement. The bus stops for him and waits for him to cross the road.

f) Mr Knott has advised that he is willing to undertake the litter picking, but only on an ad hoc basis, and will invoice the PC for any hours he does. The Clerk had advised that the Council would be grateful if he did this on a temporary basis whilst the Council consider the way ahead. A company had quoted £130 for 5 hours litter picking a week. The Council would review the situation in the Spring.

Clerk

g) The Clerk reported that the accounts had completed the audit process without any comment. The appropriate notices would be posted.

Clerk

h) The Clerk had initially booked two Councillors on the planning training; SBC will advise nearer the time if they have any vacancies

Clerk

i) A complaint had been received about the grass encroaching onto the paths on the Gibbs Amenity area. The Clerk checked with KCC and the contract did not include path edging, although this could be quoted for if the Council wished.

12. **Finance**

Payee	Description	Amount £	Cheque No.
Came and Company <i>Cheque issued between meetings as agreed at September meeting</i>	Insurance Premium	Total 904.40	100111
Mr J Knott	Clearing Cemetery Rubbish Sight checking playgroup equipment Jul, Aug Sept	20.00 75.00 Total 95.00	100112
Mrs CD Fordham	Salary Jul to Sep 2014 Expenses Jul to Sep 2014	948.88 45.00 Total 993.88	100113
HMRC	PAYE	Total 237.20	100114
Lower Halstow Memorial Hall Trust Fund	Hire of hall September	Total 24.00	100115
Streetlights	Replacement lamps	125.40 25.08 Total 50.48	100116
Mr C Mayes	2 new signs Labels VAT	86.50 43.75 26.05 Total 156.30	100117
PKJ Littlejohn	Audit VAT	300.00 60.00 Total 360.00	100118
Mr C Mayes	Fittings for new sign	16.00 3.20 Total 19.20	100119
EDF Energy	Electricity supply to Street lighting VAT	657.56 31.31 Total 657.56	DD for information only

Under the Local Government Act 1972 (Sch 2) the signing of the cheques, was proposed by Cllr Smith seconded by Cllr Gates; all Councillors were in favour and the cheques were duly signed

13. **Reports from Members**

a) **Footpaths, Highways and Lightings.**

b) **Burial Ground**

The Clerk would seek quotes for cutting the burial ground hedge.

Clerk

c) **Allotments** It was agreed that tenants would be asked to make sure any overgrown allotments were cleared by the end of December.

Clerk

d) **KALC**

e) **School Governor**

f) **Play Area**

It was reported that the Friends of the Park were considering disbanding.

g) **Standing Orders**

Cllrs Dury Gates and Randell would meet with the Clerk on 23 October to consider the draft.

*Cllrs Drury,
Gates, Randell
and Clerk*

h) **Village Broadband**

It was understood that Upchurch would soon receive fibre optic broadband.

i) **Newsletter/website**

The Council would like an insert included on the planting ceremony for the Memorial Wood.

Clerk

j) **Brickfields**

(The Memorial Wood item was taken after item 2)

The Parish Council would organise the tree planting event to take place at 12 noon on Tuesday 11 November, followed by a short reception at the Three Tuns. The wording on the Memorial Plaque was discussed and the following was agreed: In honour of those from this village who lost their lives, to be followed by the list of names. Cllr Tucker would liaise with the School. It was proposed by Cllr Tucker, seconded by the Chair that the Council commit up to £200 for the event under Section 137 of the Local Government Act; all were in favour. The Clerk would source a wreath

*All Cllrs
Chair
Clerk*

Clerk

The Chair advised that a proposal had been brought up about placing sculptures on the Brickfields; the Clerk was asked to request more details.

Items 13ji) ii) and iii) were taken after items 14 and 15, when the Chair had left the meeting.

i) Edith May No reply had yet been received.

ii) Car Park The planning application had been submitted

iii) Westmoreland Reply still awaited.

All Cllrs/Clerk

14. **Any Other Business**

a) The Christmas Light Switch on will be held on 6 December

Clerk

b) The football competition had been a great success.

c) Regular bonfires were taking place at a property in Wardwell and concern was expressed that they may be giving off noxious fumes.

Clerk

d) Inconsiderate parking was causing problems for busses turning at the Green.

e) Councillors were asked to look at the corner of the dock, as there appeared to be some loss of infill.

15. **Date of Next Meeting**

The next meeting of Lower Halstow Parish Council will be held on Tuesday 4 November 2014 at 7.00pm in the Memorial Hall, Lower Halstow.

The meeting closed at 9.15pm.

Date:

Signed:

Cllr M Drury
Chair