

**Minutes** of the Monthly Council Meeting of Lower Halstow Parish Council held in the Memorial Hall at 7.00 pm on Tuesday 5<sup>th</sup> March 2024.

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

In attendance: Councillor Mike Baldock Members of the public: 9

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

None received.

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**

A member of St Margaret's church wished to bring to the Parish Council's attention an important project that they wish to undertake. An email has been received regarding this and circulated to the council, which will be discussed at the meeting next month.

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

a) KCC Councillors;

Cllr Baldock reported in respect of Swale Borough Council that the Local Plan would be submitted within the next 18 months. A meeting has been held with Southern Water and they are saying that the problem being had with leaks is because of the house building. Both KCC and SBC have passed their budgets.

b) SBC Councillors;

The Swale Borough Councillor did not attend.

c) Police Officer.

Report from PC Jez Chittim:

New Police Constable for Lower Halstow. PC 14779 Phil Clemens started his new role as a Neighbourhood Police Officer on Monday 4th March. He will become the new officer for Lower Halstow, Iwade and Bobbing. He has been placed on the same shift pattern as me, allowing for a smooth transition. We will undoubtedly work a lot together and so I will still be in and around Lower Halstow. However, I'd just like to thank the Parish Council for your support over the last 6 months or so and it really was a pleasure to be the local officer for Lower Halstow.

**Good work story/stories** I was at the Lower Halstow Warm Space event last month which had a good turnout. Various crime prevention items given out to residents. Police Constable Phil Clemens will be attending the next Warm Space event this Saturday. • It was brought to my attention that there is a section of road leading out of Lower Halstow and towards Uphchurch is a 30MPH in one direction yet signposted as a national speed limit in the other direction. I have reported this to KCC Highways to correct this issue. KCC Highways reference: Logged Date: 28/02/2024 14:39:19 Enquiry Number: 786489 Enquiry Subject: Signs & Name Plates, Road/Traffic Damaged/Missing Location: The Street. There was a minor incident between children of Lower Halstow Primary School. I assisted them resolving the matter by speaking with pupils and parents avoiding the matter becoming criminal between two 10 year olds.

There will be a Police surgery held at the school starting on 15<sup>th</sup> March 2024 for parents and staff.

d) Friends of the Brickfields

There is a work party on Saturday 9<sup>th</sup> March 2024. The fallen trees will be checked and will be reported back to the Parish Council.

5. **To resolve the Minutes**

It was resolved that the Minutes of the Monthly Parish meeting held on Tuesday 6<sup>th</sup> February 2024 are a correct record and were signed accordingly

**6. To consider any planning applications received**

- a) Planning consultation 24/500312/FULL 49 Landrail Road, Lower Halstow, Sittingbourne. – Amendment (Change of Description)  
No comment.
- b) Planning consultation 24/500655/FULL Callum Park House, Callum Park, Basser Hill, Lower Halstow, Section 73 – Application for removal of condition (ii) (Agricultural Occupancy) pursuant to SW/91/0456 Minor alterations to previously approved design of house (SW/90/992).  
No comment.

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

None received.

**8. Matters arising:**

- a) Badly parked cars. Cllr Portman highlighted the number of vehicles being parked badly and dangerously in the village, on bends and too close to junctions. There is damage to the pavements and pedestrians are forced to walk in the road. Cllr Portman suggested that posts are put around the corners of Cumberland Drive, similar to those in Upchurch. Cars are also parking on grass verges. Councillors Smith and Howard-Challis will look into what needs to be done to implement posts on the pavements.

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

- b) Westfield Car Park:

- i) Car park space numbering and space marking in Westfield car park  
The numbering on the old car park and the spaces are not clear and the whole space needs a tidy up. Cllr Smith will have a look to see what can be done.

**Action: Cllr Smith**

- ii) Original section reflectors  
Not discussed.

- c) Update on jobs outstanding: Position of King Charles bench and other benches  
The benches need to be cemented in. Cllr Portman suggested that either the tradesman are contacted through a website such as "Checkatrade" or the Clerk could ask other Clerks in the area who they use to do such work. Cllr Smith will look into the situation for the concrete bases in respect of the benches. The areas are still very wet now, so their positioning will not be imminent.

**Action: Cllr Smith**

- d) Logs at Gibbs Amenity Area  
It is currently too wet to move the logs into position.

- e) Signage for Brickfield  
The sign at the Brickfields is old and out of date. Cllr Portman presented a possible replacement. Quotes will be sought and further additions to a new sign.

**Action: Cllr Portman**

**9. Finance to Consider:**

- a) Mooring agreement for Thames Sailing Barge Ardwinia  
Cllr Howard-Challis had been to look and there is space at the wharf for another barge, the slipway will still be clear. It was agreed to charge as per the Edith May. The Clerk will send the appropriate forms to the owner.

**Action: Clerk**

- b) Quotes for new Christmas Tree lights  
It is too difficult and too expensive to put in mains power for the Christmas Tree Lights. However, Cllr Szabo has found some industrial grade, brighter, better lights in warm white, with a battery pack. These will be £175 - £185. Cllr Howard-Challis proposed the purchase of these lights, seconded by Cllr Groves.

**Action: Clerk**

- c) Quotes for Ground Maintenance

It was proposed by Cllr Szabo and seconded by Cllr Groves to continue with the current contractors.

**Action: Clerk**

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

a) Parks & Leisure and Planning:

The annual inspection is due in July. Cllr Szabo had been asked about having higher goal posts. He suggested that the whole area needs a makeover and quotes will be sought.

**Action: Cllr Szabo**

b) Footpaths and Hedgerow maintenance, Burial Ground.

The B&B have had their hedge cut and the tap has been fixed on the Burial Ground. Cllr Portman has planted a few more trees around the village.

c) Allotments

A tenancy agreement and invoice have been sent to a resident regarding a plot at the Memorial Hall Site. There are currently two plots available at the Memorial Hall site only.

d) Parish Highways Plan

A meeting is being held in Lower Halstow on Monday 11<sup>th</sup> March to discuss the differences between what has been done and what had previously been agreed with the Highways Improvement Team.

e) Brickfields and Seawall

Nothing further to report.

**11. Clerk's Report**

Payments received during February totalled £642.78. This included £100 for two car park spaces.

An email has been received suggesting that the times are varied for the speed survey, so that they can reflect the reality of peak times, those being the school run and between 5 to 6pm, to better highlight the severity of speeding along Sheerness Road.

The clerk has informed KFRS regarding the D-Day 80 event.

To reflect that the Westfield Car Park policy was reviewed last month with no changes the Clerk will be sending out a letter to the car park users to inform them that the invoices will be sent out in June as per the policy, as the timings slipped to October when the new car park was introduced.

The bank balance as of 29<sup>th</sup> February 2024 is ££57,927.09

It was agreed that Cllrs Howard-Challis and Szabo would authorise the payments, as per the payment list below, via internet banking.

**12. Items for information only:**

a) Items for Website and Village News – Repeat Councillor Vacancy Notice. Cllr Portman will submit a piece regarding pavement parking.

b) To receive agenda items for the next meeting  
Donation to St Margaret's Church.

The meeting closed at 19.45pm

**Date of next meeting:** Tuesday 2<sup>nd</sup> April 2024

Payments March 2024

Payee	Description	Gross Amount £	VAT £	Cheque No/Bank Payment
Mrs A I Smith	Clerk's Expenses and Salary	960.81		341781074
Mr M Tidy	Village Cleaning	166.72		604798194
Intelligent Facility Services Ltd	CCTV SIM Service Invoice: 0	30.00	5.00	24349086
DCK Payroll Accounting Solutions	Payroll Process Invoice: P4971	36.00	6.00	327815788
Lower Halstow Memorial Hall Trust	Hire of Hall 5/12/23 and 2/1/24 Invoice; 70 and 76	43.75		980695660
R H Parker Ltd	Repair to Burial Ground tap Invoice: 1050	90.00	15.00	925314845
Branchett Ltd T/A Treecraft	Grounds Maintenance for the year 2023 Invoice: 240229	5270.00		344856683

Other Payments: Multipay - Direct Debit 9/3/24

£3.00

**Date:**

**Signed:**

**Cllr. K Howard-Challis  
Chair**