

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 3<sup>rd</sup> January 2017 at 7.00 pm in the Memorial Hall, Lower Halstow.

Present: Cllr Steve Gates (Chair); Cllr Rob Smith; Cllr Allyson Beerstecher; Cllr Sue Hartfree; Cllr Keith Howard-Challis; Cllr Steve Parker; Chairman Friends of the Brickfields Peter Froggatt; Parish Clerk Mrs A Smith, and 2 members of the public were also in attendance.

The Chair welcomed everyone and informed those present that the meeting will be recorded for the purposes of the minutes. **Action**

**1. Apologies**

Cllr Stokes sent his apologies.

**2. Declarations of Interest**

a) Disclosable Pecuniary Interests

b) Disclosable Non Pecuniary Interests

Cllr Smith declared a non-pecuniary interest the item relating to the Brickfields.

**3. Public Session**

A resident observed that the Christmas lights on the Christmas Tree were dismal. It was suggested that a scaffold pole be cemented in and connected to the mains power that is already there. Another resident commented that running live cables could raise a health and safety issue and that using a transformer may be a safer option, this could also illuminate the village sign for the rest of the year. Councillor Howard-Challis reported that the lights had been vandalised this year. The Chair apologised that the lights were disappointing and that the mains option would be taken into consideration next time.

**4. Visitors**

There were no reports.

Peter Froggatt, Chairman of Friends of the Brickfields was happy for the burning of the debris to take place. The contractor Sean Bearup has said that he would be able to make a start on burning the debris and he will be given the go ahead for this. Cllr Hartfree was horrified at the mess and the danger of the exposed broken glass on the site of the firebreak. It was agreed to tape off the area. The reasons for the firebreak being done were discussed.

**Clerk**

**FOB Chair**

**5. Minutes of the December Meeting**

It was proposed by Cllr Howard-Challis and seconded by Cllr Beerstecher that the draft minutes of the meeting of Lower Halstow Parish Council held on 6<sup>th</sup> December be accepted as a true record. All Councillors were in favour and the minutes were duly signed.

**6. Planning Applications**

Cllr Beerstecher attended the Funton Brickworks Appeal and re-iterated the Parish Council's objection. Thanks were given to Cllr Beerstecher for attending.

The Chair requested that the Clerk report a potential breach of planning at Jack Russell Place.

**Clerk**

**7. Previous months list of planning decisions**

None.

**8. Reports from members on the following:**

Brickfields

Cllr Beerstecher reported that there had been pressure from Friends of the Brickfield to get the firebreak done. It was not anticipated that the disturbance of the ground and debris left would be as bad as it is. The area will be taped off.

**Chair FOB**

Parks & Leisure (including Playground)

No report.

Docks and Barges

As a follow up to the Surveyor's report received Cllr Smith suggested arranging a scoping report to get an idea of cost.

**Cllr Smith**

Burial Ground & Allotments

Work is ongoing in the Burial Ground. The trees have been ordered; membrane and fittings have been purchased. It is possible that a new tap may be required.

**Cllr Hartfree  
& Cllr Howard-Challis**

Footpaths, Highways, Lighting

Barrier is still to be put in at the end of the footpath by the playground. The chair presented a plan in respect of Westfield Car Park for possible extra spaces. It is possible that the Parish Council do not own the land. This will be looked into. The permits for display in the vehicles have been received and will be issued before the end of February.

**Chair**

**Clerk**

Emergency Planning

Letters were sent out with the Village News asking for volunteers for the Community Emergency Response Team. One reply has been received, so far. Responses will be collated and added to the Emergency Plan.

**Clerk**

**9. Reports on meetings attended on behalf of the Parish Council**

- a) KALC  
Meeting will be held next month.
- b) Memorial Hall  
There has been a change of Treasurer and Secretary for the Memorial Hall.

**10. Clerk's Report**

I attended the Allotment Law and Management Course, which was very informative. The law allows you to keep chickens (not cockerels), rabbits and bees on your allotment. A deposit scheme could be put in place, which the tenant gets back on giving up their allotment if it is left not overgrown.

- a) I have received Swale Borough Councils Annual Report 2015/16
- b) I have received an email in respect of the streetlight recently repaired at The Green, that it is corroded and requires replacement.
- c) I have had one reply for the Community Emergency Response Team, so far.
- d) A previous Clerk stopped me in the street and gave me some post that had been received. This included correspondence dated 19th August for a Small Business Rate Relief, which has been removed because we did not reply. It was in respect of the Cemetery, The Street. I have sent an email to inform them of what had happened, the change of address and asked how to proceed. There were also letters from Santander about the Treasurer's Savings account and a definitive map of Public Rights of Way with a letter dated 24 June 2014.
- e) This month I have paid in £71. 2 x £23 for Westfield Car Park that I had been holding plus £25 for a Brickfields key.
- f) The bank balance is £47151.38

Correspondence received not covered elsewhere in the meeting:

- i) KCC Community Warden extension  
It was agreed not to continue with the Volunteer Support Warden Scheme.  
Proposed by Cllr Hartfree and seconded by Cllr Smith
- ii) Training  
It was agreed that a training matrix would be set up for each Councillor showing needs and training completed.

**11. Finance Matters**

- a) Review and authorize accounts
- b) Authorize invoices for payment

Cheque list

Payee	Description	Amount £	Cheque No.
Mrs A I Smith	Salary: £1132.20 Expenses Reconciliation: £179.59	<b>£1311.79</b>	100258

Streetlights	Lighting Repairs Column 2, The Green	<b>£95.70</b>	100259
Swale Borough Council	1 x Dog Bin Breach Lane	<b>£215.20</b>	100260
Mr J Knott	Litter picking October to December 2016: £150.00  Sight checking play equipment October to December 2016: £75.00	<b>£225.00</b>	100261
Lower Halstow Memorial Hall Trust Fund	Hall Fees for meeting 6 <sup>th</sup> December 2016	<b>24.00</b>	100262
CR & SJ Bearup Ltd	Works carried out on Brickfields Area	<b>1400.00</b>	100263
Mr S Gates	Residents Parking Permit Window Stickers	<b>35.38</b>	100264
Commercial Services Trading Ltd	Second half yearly Grounds Maintenance 2016	<b>£945.36</b>	100265
Kent Association of Local Councils	1 x attendance at Introducing Allotment Law and Management to Local Councils – Faversham	<b>£72.00</b>	100266
DCK Beavers Ltd	Period 3 – Oct-Dec Quarterly Payroll fee	<b>30.00</b>	100267
Mrs S Hartfree	Items for Burial Ground	<b>80.55</b>	100268

Under the Local Government Act 1972 (Sch 2) the signing of the cheques was proposed by Cllr Howard-Challis seconded by Cllr Beerstecher, all Councillors were in favour.

c) Discuss the council's view on the Precept for 2017/18

It was agreed to increase the precept by 17.5%. Proposed by Cllr Hartfree and seconded by Cllr Howard-Challis.

**12. Any Other Business and items arising from last minutes not covered elsewhere**

- a) Electricity at The Green to be looked into with a possibility of lighting the Village Sign.  
Ideas for a Spring Clean – Litter picking and left over construction items left in various places around the village requiring removal. A date to be arranged for the spring clean. Best Front Garden Competition to be done again for 2017.  
Possible traffic calming or electronic box informing drivers of speed for Chapel Hill.
- b) Items for Village News and Website  
Work in progress at the Firebreak and to keep clear of the area.

**13. Date of next meeting**

Tuesday 7<sup>th</sup> February 2017.

The meeting closed at 8.50 pm.

Date

Signed:

Cllr S Gates  
Chair