

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 6 January 2015 at 7.00pm in the Memorial Hall, Lower Halstow.

Present: 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

2 members of the public

1. **Apologies** Cllr Mick Drury (Chair) (holiday); County Councillor Lee Burgess; apologies were accepted

2. **Public Question Time**

It was advised that the compost bins in the Burial Ground were being pushed over and a suggestion made that the bins should be taken away. The Clerk advised that a green bin and a brown bin were due to be delivered in the next two weeks. It was suggested that slabs be laid to stand the bins on and information about the use be stencilled on each one.

Council

3. **Declarations of Interest**

a) **Disclosable Pecuniary Interests**

All Councillors had declared an interest in item 7a) prior to the meeting and been granted a dispensation by the Clerk on the grounds that without the dispensation the number of persons unable to participate in the transaction of the business would be so great as to impede the transaction of business.

b) **Disclosable Non Pecuniary Interests.**

None

4. **Minutes of the December Meeting**

It was proposed by Cllr Tucker, seconded by Cllr Smith that the draft minutes of the December meeting of Lower Halstow Parish Council be accepted as a true record; all Councillors were in favour and the minutes were duly signed

5. **Matters Arising**

6. **Visitors**

a) **Report from Borough Councillor** None present

b) **Report from County Councillor** None present

c) **Report from PCSO** Not present. Councillors expressed their disappointment that the PCSO had not attended a meeting for some time. The Clerk was asked to contact him, asking for a report if he was not able to attend.

Clerk

7. **Decision / Actions / Proposals**

a) **Budget and precept 2015/16**

A provisional budget had been circulated. The Council were concerned that if the precept remained the same there would not be enough funds to carry out the projects planned, as well as maintain the services as well as Memorial Wood and Dock, without seriously depleting the Council's reserves; these has already been depleted by the large grant given towards the cost of the play equipment. On discussion it was proposed by Cllr Randell, seconded by Cllr Mayes that an increase of £4000 be requested; all were in favour.

Clerk

b) **Agree quote for replacement hedge at Burial Ground**

The quotes had not been received.

Clerk

c) **Emergency Plan**

The working party would meet during the month.

W.party

d) **Clerk's Salary** (The Clerk left the room whilst the discussions took place)

On discussion, it was proposed by Cllr Randell, seconded by Cllr Tucker that the Council adopt the new KALC Clerk's pay scale; all were in favour.

It was proposed by Cllr Tucker, seconded by Cllr Mayes that the Clerk be granted a scale point increase from 1 January 2015, on the anniversary of her appointment.

Clerk

8. **Correspondence**

a) Mrs J Burnett, email of 5.12.14 – request to place a memorial bench on the Brickfields. The Clerk had advised the enquirer that the policy was being drawn up and the Council would be in touch in the Spring.

Clerk/Cllrs

b) SBC of 8.12.14 – Community Safety Partnership Survey.

c) SBC of 11.12.14 – More WWI project funding in April.

d) KALC of 11.12.14 – Electoral Boundary Review

e) KALC of 16.12.14 – KCC intention not cut Community Warden Service. The Clerk was asked to enquire whether the village were entitled to support from the Community Warden Service

Clerk

f) SBC of 16.12.14 and 17.12 – intention to consult further on Statement of intent. Cllr Smith would co-ordinate responses.

Cllr Smith

g) SBC of 16.12.14 – JTB minutes of 8.12.14

h) KALC of 17.12.14 – 2016 New Years Honours nominations

i) KALC of 18.12.14 – Parish News. The Clerk was asked to send details of the Streetbank to the Church. Cllr Gates also was interested in the scheme.

Clerk

j) KALC of 18.12.14 – Provisional Government budget settlement 15/16

k) KCC of 22.12.14 – Inside Track Funding sources

l) KALC of 22.12.14 – Election awareness sessions. The Clerk advised that she would include an article in the Newsletter when the local session was arranged.

Clerk

m) KALC of 22.12.14 – official notification of Local Government Boundary Review for County Council wards

n) Westmoreland Trust of 4.1.15 – Update on the plans to apply for lottery funding

o) Mr G Gransden email of 5.1.15 – request for Council to re-consider dock charges and term of agreement. See item 12jii)

p) KALC email of 5.1.15 – Trees in the Village Competition. To be passed to the Friends of the Brickfields.

Clerk

q) ARC email of 6.1.15 – Threat to ARC funding, asking for support to retain their funding. Councillors to investigate ARC terms of reference.

All Cllrs

9. **Planning**

a) KALC of 18.12.14 – Report on Neighbourhood Planning Policy Framework and CiL

b) SBC Planning of 12.12- application for lawful development for UPVC sash windows at Home Place

c) SBC Planning of 5.1.15 14/505230 – application for increase in number of mobile Homes sited at Jack Russell Place, Halstow Lane. The Council expressed concerns about the application on the following grounds:

Detrimental to the quality and character of the Countryside as site lies between built up areas of Lower Halstow and Upchurch – resulting in merging of settlements Local plan policy E7.

Security lighting will cause light pollution in rural area

No pavements in the area causing safety issues for pedestrians using the site

No visibility splay onto the Halstow lane at its narrowest point

Allowing more travellers in the village creates a disproportionate balance in the local community and puts strain on local schools.

It was proposed by Cllr Randell and seconded by Cllr Parker, that the Council object to the planning application; all were in favour. The chair would be asked to draft the reply.

Clerk/Chair

d) SBC email of 6.1.15 – Planning Training changed to 15.1.15

e) SBC email of 6.1.15 – Asking for agreement to delay the final decision on 14/504144 Memorial plinth application. Agreed

Clerk

f) Summaries dated 5.12.14, 12.12, 22.12, 31.12.

10. Clerk's Report

a) The Clerk had let the vacant allotment at Westfield, which was very overgrown. As agreed at the Council the tenants had been told that they could have a rent easement for 3 years as they were willing to clear the land.

b) The Clerk had let the vacant allotment at the Memorial Hall.

c) There were a number of allotments that had not been properly tended and it was agreed that the clerk would give the tenants notice to leave, unless they either rectified the situation. Similarly action was to be taken for tenants who had not paid the outstanding rent.

Clerk

d) The Clerk had banked £345 since the last meeting, £300 in burial fees and £45 allotment rent.

11. Finance

a) Cheques

Payee	Description	Amount £	Cheque No.
Streelights	Repairs to light in Sheerness Rd VAT	75.65	100128
		15.13	
		Total 90.78	
Commercial Services Trading Ltd	Grass Cutting 2014 VAT	1923.74	100129
		384.75	
		Total 2308.49	
Mr J Knott	Site Checking Play equipment Oct to Dec Litter picking and clearing leaves	75.00	100130
		65.00	
		Total 140.00	
Mrs CD Fordham	Salary Oct to Dec	948.88	100131
	Advance for expenses Oct to Dec	45.00	
	Reimbursement for brown bin for Burial Ground	35.00	
		Total 1028.88	
HMRC	PAYE	Total 237.20	100132

KCC Legal Services	Legal Fees in connection with Westmoreland VAT	25.50 5.10 Total 30.60	100133
Mr C Mayes (Reimbursement)	Christmas tree lights VAT	59.27 11.85 Total 71.12	100134

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

12. Reports from Members

a) Memorial Wood

b) Footpaths, Highways and Lighting

There was a hole on the Sheerness Rd, opposite the end of Vicarage Lane; the visibility splay at the end of Crouch Hill Court was blocked by building materials; the hedge at Fairview in Vicarage Lane was overgrown. The Clerk would contact KCC.

Clerk

c) Burial Ground

It was agreed that the materials in the compost bins would gradually be transferred to the green or brown bin, and the compost bins removed.

Clerk

d) Allotments

e) KALC

f) School Governor

g) Play Area and CCTV

It was agreed that Cllr Mayes and the Clerk would arrange for another engineer to visit as there had been no response from the original firm.

Clerk/Cllr Mayes

h) Village Broadband/mobile phone reception

The village broadband had now been upgraded with some Councillors receiving 41mb download and 12mb upload.

i) Newsletter/Website

j) Brickfields

i) General Matters

ii) Dock Mooring Fees

The Clerk had drawn up a table of local fees for Councillors reference. On discussion it was proposed by Cllr Randell, seconded by Cllr Mayes that the short term mooring fees for use of the dock be set at £1.20 per metre per week, with a maximum vessel length of 15m; the first two weeks would be free; all Councillors were in favour. The new fees would take effect from 1 October 2014 and apply to the Oyster Smack currently in the dock; under Standing Orders the new information enabled the Council to review their previous decision. It was proposed by Cllr Mayes, seconded by Cllr Randell, that Mr Gransden's request to allow the Oyster Smack to use the dock until 31 May 2015 be granted; all were in favour

Clerk

Clerk

iii) Edith May

The Chair signed the Mooring Agreement, which would be sent to Mr Gransden for signature. The Clerk was asked to request a copy of any necessary licenses including performing rights, Tea Room and waste disposal etc. for the council records.

Clerk

Clerk

iv) Car Park

SBC had advised that they hope to inform the Parish Council of their decision by the end of the month.

Clerk

v) Westmoreland

The Trustees had advised that they would not be in a position to agree the licence until at least the end of June; the Clerk had informed the solicitor accordingly.

Clerk

13. Any Other Business

a) In order to mitigate the problem with cars parking on the visibility splay at the end of Burntwick Drive the Clerk was asked to enquire whether KCC would allow planters to be placed on the pavement.

Clerk

b) The Clerk was asked to contact Cllr Burgess about whether he would be willing to fund the provision of a salt bin at the Recreation Ground.

Clerk

14. Date of Next Meeting

The next meeting of Lower Halstow Parish Council will be held on Tuesday 3 February at 7.00pm in the Memorial Hall, Lower Halstow.

The meeting closed at 8.50pm.

Date:

Signed:

Cllr M Drury
Chair