

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 6th September 2016 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; Parish Clerk Mrs A Smith, Cllr Ben Stokes; Community Warden Georgina Springall; Volunteer Community Warden Shane McNeelance and 6 members of the public was also in attendance.

Action

1. Apologies

Cllr Steve Parker who also tendered his resignation

The Chair welcomed everyone and informed those present that the meeting may be recorded and was being recorded for the purposes of the minutes.

2. Public Questions

A resident informed the Council of a long list of vandalism that had taken place over the last 3 weeks at her allotment at the Memorial Hall site. The Police have been contacted and the matter has been given a crime number. The CCTV will be checked and any information passed to the relevant authorities. The fence to the allotments will need repairing as it was pulled off the posts. It was also reported that motorcyclists were speeding along the footpath and in to the children's play area. This was also reported to the Police.

Another resident spoke in support of the above and explained that the CCTV was put in place to protect children under 12 but in addition could serve the purpose in dealing with the vandalism on the allotments.

A member of the public made enquiries as to whether the Parish Council had heard anything in respect of the consultation with the authority dealing with the National Coastal Path. The Council have heard nothing at all.

A member of the public reported that there is a problem with a lot of dog faeces not being picked up along Church Path leading to the Church and could a notice be put up there.

A resident of Cumberland Drive reported that the nettles along the edge of Gibbs Amenity area have not been cut back and are spreading into properties.

It was also reported that rubbish had been left in the car park on the Brickfields.

3. Declarations of Interest

a) Disclosable Pecuniary Interests

b) Disclosable Non Pecuniary Interests

Cllr Smith declared a non pecuniary interest in agenda item 12a
Foothpaths/Highways/Lighting

4. Minutes of the July Meeting

It was proposed by Cllr Howard-Challis and seconded by Cllr Hartfree that the draft minutes of the meeting of Lower Halstow Parish Council held on 5th July and the minutes to the special meeting held on 25th August be accepted as a true record. All Councillors were in favour and both minutes were duly signed.

5. Matters Arising

6. Visitors

Community Warden Georgina Springall who has been a warden for the surrounding area for 12 years was in attendance to support Volunteer Support Community Warden Shane McNeelance. Incidents with motorbikes are happening in all the surrounding villages and Newington is the worst case. Witnesses should ring 101

and report to John Cork the PCSO. It would be helpful to provide a description of what the offenders are wearing. With regards to dog fouling the warden will get some signs to put up. The Volunteer Community Warden can highlight bad areas with spray paint and follow up. The warden had visited a resident who complained about the speed limit change from 30 mph to 60 mph by her house and about the parking at the Public House. The council have previously been informed by KCC Highways that they will not move the speed limit and that the parking slows the traffic. The Council are currently looking into purchasing bollards to prevent inconsiderate parking in strategic places around the village. Shane Mcneelance the Volunteer Community Warden for Lower Halstow is usually in the village on a Thursday, but can be flexible. He would like to lead a project to clear the old graves in the Burial Ground. It was pointed out that the steps leading to the shop are loose and potentially dangerous. It was agreed to write to the Landlord of the shop to bring his attention to the matter.

7. Decisions/Actions/Proposals

a) Action List Update

The Chair went through the updates to the action list:

Hedge at Westfield

Requires cutting back as it is encroaching the pavement.

Clerk

Burial Ground Fees

Check if Newington Burial Ground fees have been reviewed.

Clerk

b) Emergency Plan

This will now be issued. There is a main document with 4 appendices: Contacts; Blank form; Resources and Flood Plan. The first three will be sent to the Clerk and the Flood Plan will be issued to the Flood Wardens. This is a live document, which will need to be updated. Ask Flood Wardens which areas they will each cover.

Chair

South East Coast Path

c) There has been no consultation to date.

Signs for Dock Showing Existing Berths

d) Refer to Westmoreland item.

e) Play Area Inspection

The report has been circulated to Councillors. Nothing needed immediate attention.

8. Correspondence

Correspondence July 2016

1. Action with Communities in Rural Kent 30.6 – Invitation to Village Hall Trustee Training Workshop 10th September 2016
2. Mid Kent Planning Support 30.6 – Changes to planning applications online
3. Kent Community Messaging 4.7 – Neighbourhood Watch
4. SBC 7.7. Poster Tennis Leagues
5. **Email from resident Westfield cottages 7.7 – Brick built dome in garden**
6. NALC 8.7 Local Green Infrastructure
7. Kent Community Messaging 11.7 – Neighbourhood Watch
8. KALC 11.7 – Swale area meeting on 8th August 2016
9. KCC 11.7 – Kent Waste Disposal Strategy Consultation
10. KCC 11.7 – Kent Waste Disposal Strategy Poster
11. KALC 12.7 - Volunteer Support Warden Scheme
12. David Carey 13.7. Tree and Pond Walks July and August
13. SBC 14.7 - Swale Joint Transportation Board Minutes

Clerk

- 14. Brian Geake 15.7 - Notice of Adoption of the Kent Minerals and Waste Local Plan
- 15. London Southend Airport 15.7 – Consultation Report
- 16. Applause Rural Touring 15.7 – Strategic Touring Fund for Inn Crowd
- 17. Kent Community Messaging 18.7 – Neighbourhood Watch
- 18. Kevin Funnel 18.7 – Replacement Internal Auditor

Clerk

19. Email from resident Cumberland Drive 19.7 – Horse Chestnut Tree in Gibbs Ame Area. It was proposed by Cllr Howard-Challis and seconded by Cllr Smith that the Council would do nothing to the tree and a letter will be sent to the resident to say this.

- 20. Sharon Thompson 19.7 – Notice of Adoption of the Kent Minerals and Waste Local Plan
- 21. Public Sector Executive online 19.7 – Intersect Programme
- 22. SBC 19.7 – Disabled Bays
- 23. SBC 20.7 – Parish and Town Council Allowances 2016/17
- 24. SBC 21.7 – Bearing Fruits 2031 Consultation Deadline
- 25. SBC 22.7. – Questionnaire in respect of open spaces
- 26. UK Power Networks 22.7 Phone number 105
- 27. Email from resident 23.7 – Old Mill, reply re: obstruction of stream
- 28. SBC 25.7 Proposed restrictions of Capel Road West
- 29. Kent Community Messaging 25.7 – Neighbourhood Watch new contact Erin Scott
- 30. Kent Community Messaging 25.7 – message from KFRS
- 31. Kent Community Messaging 25.7 - stolen power tools from Iwade

32. Roger Elkington 27.7 - Flood Warden Training. The Chair will contact the flood wardens.

Chair

- 33. KALC 27.7 - Revised Legal Topical Notes
- 34. SBC 28.7 - Flood Insurance Scheme
- 35. NALC 28.7 - Coastal Towns E Hub
- 36. Kent Community Messaging 28.7 – Neighbourhood Watch
- 37. SBC 28.7 – Town/Parish Council Allowances
- 38. Email from resident – 28.7; 1.8 – Pumping Station Sewage Outflow into Halstow Stream
- 39. Kent Community Messaging 1.8 – message from KFRS
- 40. NALC 1.8 – Community Led Housing Survey
- 41. SBC 1.8 – Events Calendar
- 42. KALC 2.8 Kent/East Sussex roundtable event on 12 August
- 43. NALC 2.8 - Bulletin on national developments and meetings - 29 July 2016
- 44. NALC 3.8 - NALC/CAMRA asset of community value workshop at Great British Beer Festival, London Olympia - Wednesday 10 August
- 45. KALC – 3.8 – Councillors Commission – Kent/East Sussex Round Table 12 Aug 2016
- 46. PRS for Music - Have your say in our Local Authorities consultation
- 47. Upchurch Parish Clerk 4.8. – Land at Forge Lane, Upchurch
- 48. KALC 6.8 – Reminder Swale Area Meeting on 8 August 2016
- 49. KALC 8.8 – Flood Warden Seminar November 12th 2016
- 50. KCC 8.8 – Consultation Local Transport Plan
- 51. SBC 8.8 – Swale Green Grid Partnership 21st September 2016

52. Saltex Exhibition 9.8 – NEC Birmingham November 2016

53. KCC 9.8 – Transportation Consultation

54. KALC 9.8 – Kent Police Article – Illegally parked HGVs

55. Came & Co 11.8 – Insurance Renewal Due October 2016. It was proposed by Cllr Hartfree and seconded by Cllr Beerstecher that the Council accept the 3 year term.

Clerk

56. Craigdene Ltd Playground Inspection and Consultancy 4.8 – Invoice and report Councillors will refresh themselves with the report.

All Cllrs

57. Kent Community Messaging 11.8 – Neighbourhood Watch

58. Kent Community Messaging 11.8 – Neighbourhood Watch

59. KMPT Information 11.8 – Requesting information on local groups to give talk re NHS services

- 60. Kent Community Messaging 12.8 – Fraudulent Gas Bills
- 61. Kent Community Messaging 15.8 – Neighbourhood Watch
- 62. Highways England Consultation 15.8 – Managing Freight Vehicles through Kent

63. Landscape Services 21.7 – Quote for Annual Inspection of Trees

Clerk

The Clerk will check with KALC if they are recommended and get another quote for comparison.

- 64. Email from Jeff Tutt Vice Chair Dunkirk PC 16.8 – Enforcement
- 65. Kent Community Messaging 18.8 – Neighbourhood Watch

66. Quote from Marshalls 18.8

Rejected.

- 67. Reply from Faversham Town Council re number 65. 18.8
- 68. MEASS 22.8 – 2nd SEG Meeting Record
- 69. Kent Community Messaging - 23.8
- 70. Invitation to AGM Citizens Advice Swale 23.8
- 71. Kent Community Messaging 23.8 – Quiz night
- 72. Kent Community Messaging 24.8 – Distraction Burglaries
- 73. Kent Community Messaging 24.8
- 74. SECamb 25.8. – Annual Members' meeting
- 75. Advertising Antiques 25.8 – Glass Bottle Beach clean up
- 76. Bags of Help 26.8
- 77. Location Brief 26.8
- 78. Swale Borough Council – 26.8 – Improving Online Services

79. Heritage Lottery Application 30.8 – Westmoreland

Discussed under item 12 g (ii)

- 80. Kent Community Messaging x 2 31.8
- 81. Swale Borough Council 31.8 - The Swale Joint Transportation Board agenda for the month on 12 September

Newsletters

RSN 29.6; 4.7; 11.7; 14.7; 19.7; 20.7; 26.7; 27.7; 1.8; 8.8; 10.8; 16.8; 18.8; 23.8; 24.8; 30.8
PSE 30.6; 4.7; 14.7; 28.7; 1.8; 4.8; 8.8; 12.8; 15.8; 18.8; 22.8
NALC 5.7; 22.7; 8.8; 31.8
Prepared Media Ltd -What's New in Public Sector Today 30.6; 8.7; 15.7; 22.7; 29.7; 5.8; 26.8
SBC Rural Round-up 15.7
Southern Water Annual Report and Newsletter 18.7
Secamb 20.7
Parish Online 21.7
KALC 22.7; 26.7
Mid Kent Memorials 26.7
MEASS SEG record of the meeting draft for comment 26.7
Fields In Trust 12.8
Saltex Event 26.7
KCC 29.7 – Inside Track

Planning

SBC 1.7 – Swale Weekly List 1.7; 8.7; 15.7; 22.7; 1.8; 8.8; 15.8; 23.8; 26.8
Planning consultation 16/505976/FULL 2 Landrail Road Lower Halstow Kent ME9 7DJ 26.7

9. Clerk's Report

- a) The Clerk has banked £434.00. £200 Donation from the Goatman family, £200 for Westfield Car Park and £34 for Allotments.
- b) Printed and put on the door a notice that the meeting may be recorded.
- c) The contractors were asked to cut the grass verges in the street, which was done that week.
- d) Sent an email to Swale Borough Council in respect of dog bin near Westfield Cottages at the end of the footpath, but no reply, as yet.
- e) Pensions – See briefing Note.
- f) Written to the owner of Old Mill in respect of the overgrown vegetation and received a reply to say that this will be tackled in September.
- g) Requested a tanker for the drains in Crouch Hill Court from KCC
- h) Reported a streetlight not working in Vicarage Lane
- i) Issued 4 new contracts for Allotments at Memorial Hall site.

11. Finance

Payee	Description	Amount £	Cheque No.
Lower Halstow Memorial Hall Trust fund	Hire of Hall 5 th July 2016	24.00	100237
Port of Sheerness Ltd	River Licence No 303 Halstow Creek	1.20	100238
Commercial Services Trading Ltd	Landscape Services	1134.43	100239
Streetlights	Lighting Repairs Col 23 Vicarage Lane	97.70	100240
Craigdene Ltd	Annual Inspection of Children's Play Area	150.00	100241
Lower Halstow Memorial Hall Trust fund	Hire of Hall 25 th August 2016	24.00	100242
Sue Hartfree	Dobbies Gift Cards x 3 Prizes for Garden Competition	85.00	100243

Under the Local Government Act 1972 (Sch 2) the signing of the cheques was proposed by Cllr Howard-Challis seconded by Cllr Hartfree, all Councillors were in favour and the cheques 100237, 100240, 100241, 100242 and 100243 were duly signed. There was a query on 100238 and 100239. These were not signed.

12. Reports from members on the following:

a) Footpaths, highways and lighting

Cllr Smith requested that a quote for cutting the hedge at Heron Close on the Brickfields side was obtained. It was agreed to approach Treecraft. Proposed by Cllr Howard-Challis and seconded by Cllr Hartfree.

Cllr Hartfree reported the glass dropped by the dustmen, a sweeper was sent to clean but it

Clerk

wasn't done properly so had to be reported again. They did return to do it again.

A resident reported to the Chair that the Saxon Shore Way has been diverted in the Raspberry Hill area. The Clerk will contact the Footpaths officer to investigate the diversion.

Clerk

Cllr Hartfree reported that the grass cutting this year had been a mess and suggested that the Council shop around for other contractors for next year. The Clerk will check the grass cutting contracts.

Clerk

b) Burial Ground

An item will be placed in the Village News for volunteers for the working party organised by the Volunteer Community Warden to tidy the old graves.

Clerk

Cllr Hartfree will lead a working party to buy and plant new Beech trees and seeds for the bank in the Autumn.

**Cllr
Hartfree**

c) Allotments

Payments for the allotments are up to date. There is one free at Westfield. The Clerk is on the waiting list for the Memorial Hall site and the Chair asked that the Scouts also be put on the waiting list.

CCTV will be checked in respect of the vandalism.

**Clerk and
Cllr
Howard-
Challis
Clerk**

d) KALC

It was agreed that the Clerk would attend the Finance Course being held in October.

e) School Governor

The Clerk will pass the letter received from the Governing Body to Cllr Howard-Challis

f) Play area

Review next meeting.

g) Brickfields

i) FOTB

Cllr Beerstecher attended the meeting held in July. There appears to be a gap in organisation regarding the firebreak. Photos are required for the contractor and markers painted on the trees for the line of sight. The Clerk will investigate the quote received. Would the Council agree to funding from Kent Wildlife Trust to help raise the western stream path? There were no objections. Cllr Hartfree asked if there could be more logs for seating placed on the sea wall.

Clerk

ii) Edith May

iii) Westmoreland

It was agreed that the Clerk would write to the Trust offering congratulations in successfully applying for the Heritage Lottery Fund Bid and to arrange a meeting to sign the contract.

Clerk

i) Dock

The Council need to know what funding has been asked for in the Heritage Lottery bid and to what standard. Cllr Smith has requested quotes for a survey on the Dock.

v) Memorial Wood

Would the Council supply a poppy wreath for the ceremony in the Memorial Wood? It was agreed that as one was already supplied and sent to the Church the Council would not pay for a second wreath. Cllr Beerstecher will report back to them.

vi) General Matters

h) Risk Assessment Review

A model from another village will be used to update the risk assessments for Lower

Halstow. The Clerk will provide a list of areas requiring a risk assessment.

Clerk

i) **Newsletter/Website**

Items for Village News: Advertise two councillor vacancies; a request for any local information regarding a dome structure discovered in the garden of a cottage at Westfield; details of the Volunteer Community Warden and for members of the public to report any issues or concerns to him.

Clerk

13. Any Other Business

Bollards to be added to the Agenda for October.

Thanks were given to Cllr Hartfree for organising the Front Garden Competition and it was agreed that it would be held again next year.

14. Date of Next meeting

The next meeting of Lower Halstow Parish Council will be held on Tuesday 4th October at 7 pm in the Memorial Hall, Lower Halstow.

The meeting closed at 9.28pm

Date

Signed:

Cllr S Gates
Chair