

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 4<sup>th</sup> December 2018 in the Memorial Hall, Lower Halstow.

Present: Cllr R Smith (Chair); Cllr K Howard-Challis (Vice-Chair); Cllr A Beerstecher; Cllr S Gates; Mrs A Smith (Clerk) and 7 members of the public. Cllr Stokes arrived at 7.20pm

**1. Apologies**

The Chairman welcomed everyone. Apologies were received from Cllrs Stiles, Dadson, Swale Borough Councillor Dewar-Whalley, KCC Councillor Mike Whiting and PCSO John Cork. An apology from Cllr Parker was received after the meeting.

**2. Declarations of Interest**

a) Disclosable Pecuniary Interests

None

b) Disclosable Non-Pecuniary Interests

None

**3. Public Session**

Councillor Roger Clark introduced himself to the meeting.

A resident of Burntwick Drive enquired regarding the missing lamp post in Burntwick Drive and was assured that the matter is in hand.

A resident of The Street updated the council regarding a forthcoming planning application, and also regarding a meeting with the Environment Agency in respect of the sluice gate.

A resident from Cumberland Drive thanked everyone involved with the successful World War One Commemoration events, which was endorsed by the Chair. Thanks were also given to all concerned for the Christmas Tree Lighting ceremony.

**4. Presentation on Lower Halstow Flood Prevention**

Deferred to the next meeting.

**5. Visitors reports or comments**

a) SBC Councillors.

Cllr Stokes informed the meeting that he has funds left in the members' grant scheme.

b) KCC Councillor Mike Whiting:

Report:

Please find below a summary of my work on behalf of the residents since my last report.

I have responded to enquiries from the Parish Council, and reiterate my offer last month of assisting in the funding of a new Parish Map, should Members agree to go ahead with that.

I am helping a community group wanting to access some grant funding for their work in the village, more details when, as I hope, funding is agreed.

I, like many, was appalled to hear of the shooting incident in the village, and my thoughts are with those who were the victims of this unacceptable attack. I was pleased to assist in getting the Police and Crime Commissioner Matthew Scott involved, and trust that those responsible will be dealt with quickly.

Further to enquiries I made on behalf of residents who contacted me concerned that Flash Glucose Monitoring to assist in the treatment of diabetes was not available locally on the NHS, I received confirmation from the Health Overview and Scrutiny Committee chairman at KCC that this will be looked at by the committee. I was also pleased to learn the NHS nationally is seeking to put to an end the postcode lottery where some areas can be prescribed the treatment and others cannot.

Last week I ordered a review of KCC's policy on 20mph zones. Many such zones exist in Swale and across Kent, but new advice from government has been issued and I want to be sure KCC policy is in line with that advice. I expect the review to be complete next Spring. The County Council is once again making salt bags available to Parish Councils and I urge you to apply if you have not already done so.

I hope this is helpful, please do not hesitate to contact me if I can be of further assistance in these or any other matters. Meanwhile, may I thank you for the work you do for your community, and wish you a very Merry Christmas. I look forward to seeing you in the New Year.

c) PCSO.

Report:

It's been quite in the area with no reports of any anti-social behaviour or other problems. I will be holding the surgery on the 20/12/2018 between 7pm and 8pm.

However, Cllr Gates brought the following to the attention of the councillors:

12 November a resident was attacked with a shotgun.

16 November – There was a jetty fire and burnt out RIB at the yacht club.

16 November – Reported trespass on the 'Thistle'.

There were also reports of motor vehicle damage.

A response will be sent to the PCSO.

**Action: Clerk**

d) Friends of the Brickfields.

A meeting was held in the last week. Liaison will be required with the council on the maintenance of the Memorial Wood, stream path and firebreak.

Quotes are being sought in respect of an interpretation board and finger posts for the Memorial Wood. A full proposal will be brought to the January meeting.

**6. To agree Minutes of the October meeting.**

The Minutes of the meeting of Lower Halstow Parish Council held on 6<sup>th</sup> November 2018 were accepted as a true record. Proposed by Cllr Howard-Challis and seconded by Cllr Beerstecher. Carried unanimously. The minutes were duly signed.

**7. Matters Arising:**

a) Report on Emergency Plan Exercise.

Cllr Gates attended the exercise, which was a flood scenario. The contacts list will be updated on the Emergency Plan.

b) Presentation of Draft 'Open Spaces Policy'.

A draft policy has been written by Cllr Gates and circulated to Councillors for feedback.

**Action: All Councillors**

**8. Correspondence - To discuss and agree action on the following:**

a) Complaint regarding Church Path.

A letter will be written to the property owner regarding the overgrown vegetation protruding onto Church Path.

**Action: Clerk**

b) Swale Borough Council Corporate Plan 2018-2020 consultation.

Discussed and noted.

c) Lost Words Kent Campaign for Books in Schools.

Discussed and noted.

d) KCC consultation on Libraries, Registration and Archives strategy.

Cllr Beerstecher will respond on behalf of the Parish Council.

**Action: Cllr Beerstecher**

e) Glover review – A call for evidence on the future of National Parks and AONBs.

Discussed and noted.

Cllr Ben Stokes left the meeting at 7.50 pm

**9. Finance**

a) To agree reimbursement of First Aid Kit.

It was proposed by Cllr Gates and seconded by Cllr Howard-Challis to reimburse Cllr Beerstecher for a first aid kit purchased for the World War One commemoration. It will be kept in the hall. Agreed unanimously.

- b) To agree reimbursement of keyboard and mouse for new laptop.  
It was proposed by Cllr Howard-Challis and seconded by Cllr Beerstecher to reimburse the Clerk. Agreed unanimously.
- c) Quote for Grounds Maintenance 2019.  
The quote received was not correct regarding the specification. The Clerk will contact the contractor for a new quote.

**Action: Clerk**

- d) Quote for tree inspection work.  
Proposed by Cllr Howard-Challis and seconded by Cllr Beerstecher to accept the quote received for £280.00. Agreed unanimously.

**10. To discuss and agree response (if any) to the following Planning Applications:**

- a) Application No: 18/503080/FULL Proposal: Variation to condition 4 of application SW/10/0485 (change of use from stabling for private use to commercial stud farming and livery) to allow unrestricted overnight use of an existing caravan/mobile home by the applicant, employees and customers of the stud farm. Location: Bell Grove Stud Farm Halstow Lane Upchurch Sittingbourne.  
It was agreed that Cllr Beerstecher would attend the planning meeting to speak.

**Action: Cllr Beerstecher**

**11. To discuss and agree action on the following:**

- a) **BRICKFIELDS & PLANNING**  
As discussed at 5d.
- b) **PARKS & LEISURE & PLANNING**  
Awaiting quote for trampoline. Deferred to next month.
- c) **DOCKS & BARGES and CAR PARKS**  
Information regarding a coastal community grant will be looked into. Quotes should be received by next meeting.  
An update letter has been produced for delivery to the resident at Westfield Cottages regarding the expansion plans for the car park.
- d) **FOOTPATHS HIGHWAYS LIGHTING and HEDGEROW MAINTENANCE.**  
The street lights that had been reported as not working have now been replaced with white LED as the warm white lights, considered better suited to the village, are on order but are currently not available.  
One quote has been received for replacing the fence at the burial ground, two others are still awaited.
- e) **FLOOD PLAN, EMERGENCY PLAN, TOTAL QUALITY ITEMS (POLICY, SAFETY, AUDITS)**  
As discussed at item 7a.
- f) **VILLAGE INVENTORY, PARKING and HANDYMAN LIAISON**  
To note update.
- g) **GENERAL/MISCELLANEOUS TOPICS.**  
Nothing reported.

**12. To acknowledge Reports on meetings attended on behalf of the Parish Council:**

- a) **KALC Rep**  
Cllr Smith and Cllr Howard-Challis had attended the meeting held the previous week.
- b) **Memorial Hall Rep**  
No report.

**13. Clerks Report:**

The Clerk has paid in £82.50 in allotment rents.

In respect of the trampoline repairs, photographs have been sent to the company that requested them and they are still looking into sourcing the materials needed.

One quote has been received in respect of the post and rail replacement for the Burial Ground for £600 plus VAT.

A grant monitoring form for Swale Borough Council is to be completed in respect of the Beacon.

Following a request for the Parish Council accounts, further information will be uploaded to the website.

There is a form to complete regarding pre-application planning advice for the proposed expansion of the Westfield Car Park. Letters to update the residents at Westfield and Club Cottages have been produced ready for distribution.

The bank balance as at the end of October is £73742.72.

It was proposed to accept the cheques for payment by Cllr Smith and seconded by Cllr Beerstecher. Agreed unanimously.

**14. Items for information only:**

- a) Items for newsletter and website:  
Update for newsletter regarding trampoline.

**15. To receive agenda items**

Dock fees and Flood Warden presentation

**Date of next meeting:** Tuesday 8<sup>th</sup> January 2019

The meeting closed at 20.47 hrs.

<b>Payee</b>	<b>Description</b>	<b>Amount £</b>	<b>Cheque No.</b>
Mr S Gates	Expenses for WW1 Battle's Over	<b>15.00</b>	100413
Mr K Howard-Challis	Christmas Tree lights	<b>20.00</b>	100414
Mr C Mayes	Expenses for WW1 Battle's Over	<b>90.22</b>	100415
Ransley Projects Ltd	Replacement of broken fence posts Brittannia Green	<b>295.20</b>	100416
Cr & SJ Bearup	Erection of Beacon	<b>120.00</b>	100417
Lower Halstow Memorial Hall Trust Fund	Hall Hire 6/11/18	<b>24.00</b>	100418
R J Peirce	Supply of Music and entertainment for WW1 Commemoration	<b>200.00</b>	100419

**Date:**

**Signed:**

**Cllr. R. Smith.  
Chair.**