

Lower Halstow Parish Council

C/o Parish Clerk, Mrs. A Smith
11 Cumberland Drive, Lower Halstow, Sittingbourne, Kent, ME9 7EJ
Tel: 01795 842908
Email: clerk.lhpc@gmail.com

The Annual Council Meeting followed by the monthly meeting of Lower Halstow Parish Council will be held remotely on Tuesday 4th May at 7.00pm Followed by:

The Monthly Meeting of Lower Halstow Parish Council will be held on Tuesday 4th May 2021 remotely at:

<https://us02web.zoom.us/j/87139808842?pwd=eE5xTmlLbDZFWW5FbTZSVVRKV1ZWUT09>

Meeting ID: 871 3980 8842
Passcode: 663710

Please note that these meetings will be recorded for the purposes of the Minutes

THE ANNUAL MEETING OF LOWER HALSTOW PARISH COUNCIL

1. Election of Chair
2. Election of Vice-Chair
3. Dates of Meetings 2021/22
4. An overview of Lower Halstow Parish Council's accomplishments during 2020/21.

THE MONTHLY MEETING OF LOWER HALSTOW PARISH COUNCIL

1. To receive **Apologies for absence**.
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.)
3. **Public session**. (Maximum 15 minutes).
Parishioners of Lower Halstow are welcome to address the meeting during this time. Any other person wishing to address the Parish Council must make a written request to the Clerk.
4. **Visitors**. Reports or comments from:
 - a) Sarah-Jayne Ellcock – KCC Highways
 - b) KCC Councillors;
 - c) SBC Councillors;
 - d) PCSO;
 - e) Friends of the Brickfields.
5. **To resolve that the Minutes** of the Parish Council meeting held on 6th April 2021 are a correct record.
6. **To consider** and agree any action regarding **Correspondence**:
None at time of producing agenda.
7. **Matters Arising**:
 - a) To consider a return to face to face meetings should the legislation to allow Parish Council remote meetings not be extended beyond 7th May 2021.

- b) Highways Improvement Plan
 - c) To approve the Dock repair brief.
8. **Finance:**
- a) To approve Section 2 of the AGAR – Accounting Statements for 2020/21
 - b) To approve quote received for kissing gate at the Lapwing entrance to the Brickfields.
 - c) Review charges for Westfield Car Park.
9. **Planning: To discuss and agree response (if any) including the following Planning Applications:**
- a) 21/501670/FULL PROPOSAL: Erection of a single storey front extension to form bay window, replacement of rear ground floor window with French doors and installation of Juliet balcony and doors to first floor rear elevation. ADDRESS: 3 Seaview Terrace Breach Lane Lower Halstow Sittingbourne Kent ME9 7DG
 - b) 21/501847/FULL PROPOSAL: Single storey rear extension together with part conversion of the garage to a habitable space. ADDRESS: 44 School Lane Lower Halstow Sittingbourne Kent ME9 7ET
 - c) To note the response sent to Swale Borough Council for the Local Plan Review Regulation 19 Consultation.
10. **Any applications received between producing the agenda and this meeting.**
11. **To receive reports on the following:**
- a) Parks & Leisure & Planning (MS)
 - b) Planning (MS and AS)
 - c) Footpaths, Burial Ground, Hedgerow Maintenance Burial Ground and Allotments (TP)
 - d) Parish Highways Plan (AS and K H-C)
 - e) Docks Barges and Sea Wall (PM)
 - f) Car Parks and Brickfields (ES)
12. **To acknowledge Reports on meetings attended on behalf of the Parish Council:**
- a) KALC Rep;
 - b) Memorial Hall Rep.
13. **To receive Clerk's report, to include:**
- a) To note payment received since last meeting;
 - b) To authorise Invoices for Payment – See Payments List.
14. **Items for information only:**
- a) Items for Website.
 - b) To receive agenda items for next meeting and agree date of next meeting.

Ann Smith

Ann Smith (Mrs)
Parish Clerk

Date: 28 April 2021