

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 7 April 2015 at 7.20pm in the Memorial Hall, Lower Halstow.

Present: Cllr Mick Drury (Chair); 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. Borough Councillor Ben Stokes Cllr Burgess arrived at 7.25pm

Action

3 members of the public

1. Apologies PCSO Link

2. Public Question Time

3. Declarations of Interest

a) Disclosable Pecuniary Interests

Cllr Drury (Chair) disclosed a pecuniary interest in items 12i) ii)iii)and iv)

b) Disclosable Non Pecuniary Interests.

None

4. Minutes of the March Meeting

It was proposed by Cllr Randell, seconded by Cllr Mayes that the draft minutes of the March meeting of Lower Halstow Parish Council be accepted as a true record; all 6 Councillors were in favour, with one abstention due to absence and the minutes were duly signed,

5. Matters Arising

The Clerk asked Councillor Stokes if he would commit some of his funding to a salt bin if he was re-elected, as the deadline had been missed for the current year; he agreed.

Clerk

Cllr Randell advised that he had been asked if the minutes could be included on the notice board. The Clerk advised that minutes were posted on the website, but hard copies could be requested.

Cllr Burgess had advised that he was unable to source sandbags.

The Clerk had not yet managed to contact the Dog Warden.

Clerk

6. Visitors

a) Report from Borough Councillor

Cllr Stokes advised that he had been dealing with questions about the Council Tax increase; the increase had occurred because KCC and the emergency services had increased their elements of the tax.

b) Report from County Councillor

Cllr Burgess advised that Central Government funding to KCC had been reduced by £80m per annum over each of the next three years, which had occasioned the 1.99% increase.

c) Report from PCSO

Although unable to attend PCSO Link had sent a report. There had been 3 minors causing problems in the village and the Police had attended.

7. Decisions/ Actions/proposals

a) Emergency Plan

Cllr Randell advised he would research possible helpers from the Council's previous appeal for help in emergencies.

Cllr Randell

b) Purchase of Defibrillator

The Clerk had circulated details of the possible defibrillators. It was proposed by Cllr Tucker, seconded by Cllr Randell, that the Council purchase a Zoll AED Plus Fully Automatic Defibrillator at the cost of £875 plus VAT; all were in favour. It was proposed by Cllr Smith, seconded by Cllr Mayes, that the Council purchase an Aivia Outdoor Cabinet with an alarm, heating and keypad at a cost of £495 plus VAT; all were in favour.

Clerk

c) Project Working Party Terms of Reference

It was proposed by Cllr Smith, seconded by Cllr Mayes that the terms of reference be adopted; all were in favour.

d) Bench Policy

It was proposed by Cllr Smith, seconded by Cllr Randell that the draft policy on the provision of Memorial Benches be adopted; all were in favour. On discussion it was proposed by Cllr Smith, seconded by Cllr Randell that a minimum donation of £200 be required; all were in favour. A record would be kept of any donations made.

Clerk

Clerk

8. Correspondence

- a) KALC email of 5.3.15 – Star Council scheme.
- b) SBC email of 12.3.15 – Swale Green Grid Partnership open event on 14.4.15.
- c) KALC email of 12.3.15 – Summary of Rural Housing Policy.
- d) SBC of 13.3.15 – Parliament in the Making Event
- e) Resident of 17.3.15 – request for more information on the website about Council powers and responsibilities. It was agreed that a link would be provided to the full details of the Council's powers and responsibilities and Cllr Randell agreed to include a short summary for information.
- f) SBC of 17.3.15 – Draft tree policy for consideration.
- g) KALC of 23.3.15 – Community Rights and Questionnaire
- h) Newton Ford of 23.3.15 – Quote of £140 to carry out playground inspection. It was proposed by Cllr Gates, seconded by Cllr Parker that the Council accept the quotation; all were in favour.
- i) KALC of 23.3.15 – Parish News
- j) Resident of 29.3.15 – complaint about parking outside the Three Tuns. The Council noted the complaint and Cllr Burgess agreed he would contact the Highways Engineer to discuss possible provision of bollards on the pavement on one side of the road.
- k) KCC of 30.3.15 – Inside Track funding sources.
- l) KALC of 1.4.15 – Consultation on whether large Parish Council's can be referred to the ombudsman.
- m) SBC of 1.4.15 – Request for items for Swale Rural Forum Agenda. The Council wished to raise the problems with parking outside rural schools.
- n) Kent Tree and Pond Wardens of 2.4.15 – Training courses.
- o) PCSO Link of 5.4.15
- p) PFK Littlejohn of 9.3.15 – Notification of Audit
- q) Resident of 17.3.15 – complaint about overgrown hedges. The matter would be drawn to the attention of the Highways engineer.

*Clerk/ Cllr
Randell*

Clerk

Clerk

Clerk

Clerk

Clerk

9. Planning

- a) SBC of 25.3.15 – amended details for planning application at Jack Russell place. On discussion it was proposed by Cllr Gates, seconded by Cllr Randell that the Council object to the application; all were in favour. The Council wished to object on the following grounds: concerns about increased traffic exiting and entering at the narrowest point of the lane; increased development in

Clerk

rural areas in particular between the two villages; the additional lighting in a rural area

b) Summaries dated 6.3, 13.3, 18.3, 23.3 and 30.3.

10. Clerk's Report

- a) The Clerk held £70 in allotment rent to be banked. *Clerk*
- b) 2 tenants were in default with maintaining their allotments to a decent standard and these allotments would now be relet. *Clerk*
- c) The Council had received £2000 annual mooring fees for the Edith May and £400 short term mooring fees for the Thistle. *Clerk*

11. Finance

a) Cheques

Payee	Description	Amount £	Cheque No.
Lower Halstow Memorial Hall Trust Fund	Hire of Hall March	Total 24.00	100141
Mr J Knott	Checking play area Jan to Feb Litter picking Feb and Mar Clearing burial ground bins	75.00 100.00 30.00 Total 205.00	100142
KALC	Annual Subscription VAT	318.98 63.80 Total 382.78	100143
Mrs CD Fordham	Salary Jan to Mar Advance on Expenses Jan to Mar	948.88 45.00 Total 993.88	100144
HMRC	PAYE	Total 237.20	100145

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

b) Annual Accounts

The Clerk had circulated an initial end of year report for 2014/15. The Full Accounts would be considered at the May meeting. *Clerk*

12. Reports from Members

a) Memorial Wood

Cllr Tucker advised that the Friends of the Brickfields were due to submit a quarterly report on their activities and this had not yet been received. The plaque had not been erected. *Clerk*

b) Footpaths, highways and lighting

It was agreed that the Council would arrange for a site meeting with the Highways engineer. *Clerk*

It was understood that Kent County Council were intending to upgrade all their lights to LED lanterns over the next three to five years. It was agreed that the Council would

monitor the situation as it might be possible to get a better price to upgrade the village lights as part of the large scheme.

c) Burial Ground

Cllr Gates would mark the bins in the Burial Ground to encourage people to use the bins correctly.

Cllr Gates

d) Allotments

A notice would be included in the Newsletter advising that rent was due.

Clerk

e) KALC

f) School Governor

Cllr Tucker would not be standing for election and therefore a new representative would be required. Nominations would be taken at the May meeting.

Clerk

g) Play Area and CCTV

A new contract was awaited

Clerk

h) Newsletter/Website

Cllr Randell reported that he had uploaded the 2008 village news and created a link to Callum Park.

The Allotment rent would be included in the Newsletter.

Clerk

i) Brickfields

- i. General Matters The Clerk was asked to obtain a quote for creating the fire break .The reed bed drainage needed attention.

Clerk

Cllr Mayes had received a quote for £136 for the board to mount the Brickfields notice. A price for the posts would be sought.

Clerk/Cllr Mayes

New keys would cost £8 each. The Council currently had 6 keys.

A dog bin was required at the Heron Close entrance to the site.

Clerk

Items 12j)ii to iv) were taken after item 14, when Cllr Drury had left the meeting.

- ii. Edith May The Clerk was asked to obtain copies of the appropriate licences.

Clerk

- iii. Car Park It was agreed that the Dock Working Party would draw up a draft policy on the use and maintenance of the car park.

Dock Working party

- iv. Westmoreland No update.

13. Any Other Business

Cllr Drury advised that this was his last meeting, after 12 years on the Council, as he would not be standing for re-election. Cllr Smith expressed his own personal thanks as well as thanks on behalf of the whole Council for Cllr Drury's leadership and hard work across the years, particularly through some difficult times. The Chair thanked the Council for working together with him as a team, which had made everything easier. Cllr Tucker advised that this was his last meeting too. He thanked Councillors for their support across the years. Cllr Smith expressed the Council's thank for his work on behalf of the village.

14. Date of Next Meeting

The next meeting of Lower Halstow Parish Council will be held on Monday 18 May, at 7.00pm in the Memorial Hall, Lower Halstow.

The meeting closed at 8.57pm.

Date:

Signed:

Chair