

Minutes of the Monthly Council Meeting of Lower Halstow Parish Council held in the Memorial Hall at 7.00 pm on Tuesday 4th October 2022.

Present: Cllrs: K Howard-Challis (Chair); M Szabo (Vice-chair); A Groves; T Portman; A Smith and Mrs A I Smith (Clerk.)

In attendance: 6 members of the public.

1. A Minutes silence was observed for Queen Elizabeth II.

2. **Apologies**

None received by the Clerk.

3. **Declarations of Pecuniary or Non Pecuniary Interest**

None.

4. **Public Session**

A memorial service will be held once again at the Memorial Wood on Friday 11th November and two poppy wreaths will be ordered on behalf of the Parish Council to lay, one at the Memorial Wood and one at the Church. The school children will be invited to attend and anyone who would like to attend are asked to gather at 10.40am.

Neighbourhood Watch invite residents to a free lunch on the second Saturday of the month in the Memorial Hall. Hopefully this will be a regular date.

The Scarecrow Trail is going ahead again this year and sponsorship is invited from local businesses.

A resident enquired if there was an update for the 20 mph zone.

A resident raised the subject of the poor road surfaces around the village.

5. **Visitors:**

- a. **KCC**

No report

- b. **SBC**

No report

- c. **PCSO**

None received.

- d. **Friends of the Brickfields**

Apologies received by Cllr Portman. Poppies will be placed on the lamp posts once again this year.

6. **To resolve the Minutes of the meeting held on Tuesday 6th September**

- a) It was resolved that the Minutes of the meeting held on Tuesday 6th September 2022 Parish Council meeting are a correct record and were signed accordingly. Proposed by Cllr Szabo, seconded by Cllr Howard-Challis and unanimously agreed.

7. **Correspondence**

- a) Email from a resident regarding the CCTV at the Brickfields. Cllr Howard-Challis has spoken to the resident and the query resolved.

8. **Matters arising**

- a) With regard to plans for the forthcoming Coronation it was agreed discuss it again when more details are known.
 - b) The Parish Council have consulted another solicitor regarding the planned purchase of land at the Brickfields and it is probable that the Parish Council are deemed to be "holding over" under the terms of the current lease, so that its

occupation is protected. The complaints procedure will be requested from Bridger's Law and followed up accordingly.

Action: Clerk

- c) Cllr Smith is requesting a quote to replace the noticeboard at The Green. The other board by Britannia Green is in a bad condition. It was agreed to take it down as it is no longer required.

Action: Cllr Smith

- d) There are weeds coming through around the edges of the new Westfield car park. The Clerk will make enquiries regarding spraying the area with a pet friendly, child safe weed killer.

Action: Clerk

9. Policies

The update to Wharf Licence was proposed by Cllr Howard-Challis and seconded by Cllr Smith. Agreed Unanimously. This will be uploaded to the Parish Council website.

Action: Clerk

10. Any applications received between producing the agenda and this meeting.

None received.

11. To receive reports on the following:

- a) Parks, Leisure and Planning:
Awaiting quotes for repairs. The Clerk will chase this up.

Action: Clerk

- b) Footpaths, hedges, Burial Ground and allotments:
Letters have been sent out to some of the residents about cutting their hedges. It is an offence under the Highways Act 1980 to obstruct either the pavement, a highway or road signs by vegetation around your property. An item will be sent for inclusion in the Village News regarding this. The hedge behind the noticeboard at The Green also needs cutting back. Another hedge that needs attention is in the play area and the Willow trees at the Gibbs amenity area. The Clerk will contact contractors to deal with these.

Action: Clerk

- c) Parish Highways Plan
No further update currently.
- d) Brickfields and the Seawall.
The temporary repair to the seawall should start next month.

12. Finance

- a) Planning permission has been agreed for crown lifting of the holly trees at the Burial Ground and the quote for £300 was accepted. Proposed by Cllr Howard-Challis and seconded by Cllr Groves

Action: Clerk

- b) It was agreed to renew the membership to Society for Local Council Clerks. Proposed by Cllr Howard-Challis and seconded by Cllr Smith.

Action: Clerk

13. To receive the Clerk's report:

The Parish Council will apply for a grant for £1000 from Cllr Baldock towards the CCTV at the Brickfields.

The VAT refund for the financial year 2021/22 in the sum of £1534.58 has been paid into the bank account.

The invoices for Westfield Car Park went out at the beginning of the September.

Disappointingly only nine payments were received before a final reminder was sent in the post, but at the end of September £1000 was banked. The invoices for the allotments were

sent out last week, where the response has been far more positive and at the end of September £225 was been banked.
Swale Borough Council has paid the second part of the precept into the Parish Council's account.
The bank balance as at 30 September 2022 was £81,661.47

14. Items for information only:

- a) Item for the Village News:
Flowers at the Oak Tree on Britannia Green and cutting hedges, keeping pavements, roads and road signs clear of vegetation.
- b) To receive agenda items for next meeting: None.

The meeting ended at 19.39

Date of next meeting: Tuesday 1st November

DRAFT

Payments September 2022

Payee	Description	Gross Amount £	VAT £	Cheque No/Bank Payment
Lower Halstow Memorial Hall Trust Fund	Hall Hire 6 September 2022 Invoice: 75	21.25		251238652
DCK Payroll	Payroll Services Invoice: P3441	36.00	6.00	821618686
Mr M Tidy	Village Cleaning	190.00		459268940
Mrs A I Smith	Clerk's Salary and Expenses 25 th October 2022	970.76		677045511
JRB Enterprise Ltd	Dog Waste refill bags Invoice: 24453	133.32	22.22	29045127
KCC	TRO Design costs for 20 mph scheme	1750.00		464651042
Intelligent Facilities Service Ltd	Supply and Install CCTV Invoice	7204	619.95	290342983
HMRC	PAYE Tax July – Sept 2022	143.99		517059232

Multipay Direct Debit - 10/10/22

Service charge

£3.00

Date:

Signed:

Cllr. K Howard-Challis
Chair