

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 5th March 2019 in the Memorial Hall, Lower Halstow.

Present: Cllr R Smith; Cllr K Howard-Challis; Cllr S Gates; Cllr Stiles; Mrs A Smith (Clerk) and 12 members of the public.

1. Apologies

The Chairman welcomed everyone. Apologies were received from Cllrs Beerstecher; Dadson and Parker.

2. Declarations of Interest

a) Disclosable Pecuniary Interests

None

b) Disclosable Non-Pecuniary Interests

Cllr Smith declared an interest in items 10 f and 10 i) part ii)

Cllr Stiles declared an interest in item 9a

Cllr Gates declared an interest in items 10 i) part iii) and part v).

3. Election of Chair

Councillor Keith Howard-Challis was proposed by Cllr Stiles and seconded by Cllr Smith. All were in favour and Cllr Howard-Challis was duly elected as Chair.

4. Election of Vice-Chair (in the event that the Vice-Chair is elected to Chair)

It was agreed to defer the election of the Vice-Chair.

5. Public Session

Mr Drury gave an update on the proposals for nine bungalows in School Lane. The application will be changed from Retirement Bungalows to bungalows for the retired and residents of Lower Halstow over 60 (retired or not). There will be two parking spaces per bungalow. The survey was done within the requirements of the Data Protection Act. Discussions are ongoing with Swale Borough Council. Mr Drury will continue to keep the Parish Council informed with any updates.

6. Visitors reports or comments

a) SBC Councillors.

No reports received.

b) KCC Councillor

No report received.

c) PCSO

PCSO Lee Fennell introduced himself, he covers Lower Halstow, Kemsley, Bobbing and Iwade and gave the following report:

Report of male acting as a police officer warning a resident, wasn't an officer but possibly a friend of someone who the informant has had problems with. Police will always show official ID, if asked. If in doubt call 999.

Report of two males walking down a pathway to collect scrap metal in Cumberland Drive. The men said it had been arranged when challenged by a neighbour. However, they left after being challenged, leaving an old washing machine on the pathway.

Motorbike reported stolen from a back garden in Breach Lane.

Report of two dogs out of control on Breach Lane, not on leads and no owner in sight. No recordable offence as attack was dog-on-dog with no person hurt.

Report of 7 young people riding their bikes around School Lane, being a danger to themselves and other traffic. I have upped my patrols in the area, to see if I can pinpoint the youngsters. No reports since.

d) Friends of the Brickfields

Recent work parties have been well attended. The interpretation board project is ongoing. Planning permission will be required which will be supported financially by the Parish Council. Friends of the Brickfields will continue to liaise with Cllr Beerstecher.

7. To agree Minutes of the Meetings held on 5th February 2019.

The Minutes of the meeting of Lower Halstow Parish Council held on 5th February were accepted as a true record. Proposed by Cllr Smith and seconded by Cllr Stiles. Agreed unanimously. The Minutes were duly signed.

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

- a) To consider email regarding Future of Brickfields.

The constitution states that the brickfields are for quiet enjoyment by local people and it was agreed that any plans by Friends of the Brickfields would be put before the Parish Council before being presented to Swale Borough Council.

- b) To consider email regarding Westfield Car Park.

This is in the early stages of planning and the Parish Council have tried to keep residents informed. Noted.

9. Finance

- a) To approve the recommendation of the Finance Working Group to apply to Unity Trust Bank for internet banking.
It was proposed by Cllr Smith, seconded by Cllr Stiles to apply for internet banking to Unity Trust Bank. Agreed unanimously.

Action: Clerk

- b) To approve review of Standing Orders and Financial Regulations undertaken by Finance Working Group.

It was proposed by Cllr Gates, seconded by Cllr Smith to approve the Standing Orders and Financial Regulations as they stand. Agreed unanimously.

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

- a) 19/500485/FULL Conversion of garage to kitchen, including new window to replace existing garage door, alterations to roof to match existing rear extension, installation of 2 roof windows and alterations rear fenestration.

It was proposed, by Cllr Gates, to object to the application on the grounds of a loss of parking space which could lead to vehicles parking on the grass verge or the road to the detriment of other road users and adversely affect the amenity of surrounding properties. Seconded by Cllr Stiles. Agreed unanimously.

11. To discuss and agree action on the following:

- a) **BRICKFIELDS & PLANNING**

It was agreed that the Clerk will ask for an extension for planning application 19/500764/OUT as the comments are due before the next Parish Council meeting.

Action: Clerk

- b) **PARKS & LEISURE**

No report.

- c) **DOCKS & BARGES and CAR PARKS**

The Clerk is awaiting receipt of the signed contract for the new licence regarding the Thames Sailing Barge Edith May. An outstanding quote is expected before the next meeting regarding the repairs to the dock.

- d) **FOOTPATHS HIGHWAYS LIGHTING and HEDGEROW MAINTENANCE**

There has been no progress regarding the fly tipping at the end of Crouch Hill Court. Cllr Gates will send photos to the Clerk for reporting to Swale Borough Council.

Action: Cllr Gates and Clerk

- e) **FLOOD PLAN, EMERGENCY PLAN, TOTAL QUALITY ITEMS (POLICY, SAFETY, AUDITS)**

No report.

- f) **VILLAGE INVENTORY, PARKING and HANDYMAN LIAISON**

There are the same issues with parking in the same areas as before.

- g) **GENERAL/MISCELLANEOUS TOPICS.**

- i. It was discussed to supply walkie-talkies to key residents regarding communication and liaison during an emergency as a precaution should mobile phone signal be lost. It was agreed defer a decision to the next meeting.

- ii. It was proposed to investigate further purchasing the land that is currently leased at the Brickfields. Proposed by Cllr Gates, seconded by Cllr Stiles and agreed unanimously.
- iii. It was proposed by Cllr Gates to further investigate placing bollards at strategic areas to discourage inconsiderate parking. Seconded by Cllr Stiles. All agreed.
- iv. It was agreed to enrol Cllr Stiles and Beerstecher onto the Annual Planning Conference being run by Kent Association of Local Councils. It was proposed by Cllr Gates to create a Planning Committee to report back to the full Council seconded by Cllr Stiles. Agreed unanimously.
- v. Three objectives have been achieved from five regarding the initiative started a year ago through the Greening Lower Halstow Group to become plastic free community. A beach clean being run in association with Surfers Against Sewage will be held on Saturday 13th March 10.00 am to 1.00pm

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

- a) **KALC Rep**
No report
- b) **Memorial Hall Rep**
No report.

13. Clerks Report:

The Clerk has paid in £22.50 in respect of two allotments. These are pro-rata payments. The Clerk is awaiting the signed new licence agreement regarding the Edith May from Mr Gransden. The Clerk attended Swale House for a meeting regarding the nomination process for the upcoming elections in May and collected the nomination packs for distributing to the councillors wishing to stand.

The bank balance is £50209.47 as at 28th February 2019.

14. Items for information only:

None

15. To receive agenda items

Election of members to a Planning Committee
To discuss Planning Application 19/5007664/OUT

Date of next meeting: Tuesday 2nd April 2019

The meeting closed at 20.17 hrs.

Date:

Signed:

**Cllr. K Howard-Challis
Acting Chair**

Payee	Description	Amount £	Cheque No.
Mr K Howard-Challis	Re-imburement for coffee, tea and biscuits for Coffee with Commissioner	6.78	100432

Other Payments:

Standing Order 25th March - Clerk's Salary £300.00