

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 4<sup>th</sup> April 2017 at 7.00 pm in the Memorial Hall, Lower Halstow.

Present: Cllr Steve Gates (Chair); Cllr Rob Smith (Vice-chair); Cllr Sue Hartfree; Cllr Keith Howard-Challis; Parish Clerk Mrs A Smith and 9 members of the public were in attendance.

The Chair welcomed everyone and that the meeting was being recorded for the purposes of the Minutes.

**Action**

**1. Apologies**

Apologies were received from Cllr Beerstecher, Cllr Parker and Cllr Dewar-Whalley

**2. Declarations of Interest**

a) Disclosable Pecuniary Interests

None.

b) Disclosable Non-Pecuniary Interests

Cllr Howard-Challis declared a non-pecuniary interest regarding the Dog Show under item 8 (b).

**3. Public Session**

A resident stated information in relation to the silting of the stream since the Environment Agency changed the sluice gates. The landowners' responsibility only covers to the high water mark, however, they are assisting where possible and will keep the Parish Council informed of any further developments.

**4. Visitors**

a) to d) No reports

e) Presentation by Mr Drury acting for the landowner regarding the proposed development in School Lane. The plans are available on Swale Borough Council's planning portal reference: 17/501505/OUT. The Parish Council thanked Mr Drury for his time.

**5. Minutes of the March Meeting**

The Minutes for the meeting held on 7th March were not signed, as an amendment needs to be made.

**Clerk**

**6. Planning Applications**

It was proposed by Cllr Howard-Challis and seconded by Cllr Hartfree to object to the planning application for 9 two bedroomed bungalows at School Lane on the grounds of difficult access and flooding concerns. The proposal was agreed.

**7. Previous months list of planning decisions**

None.

**8. Reports from members:**

a) **Brickfields.**

The firebreak has been cleared and there is now access to gang mow. A quote is required to make the ground level. It was agreed to liaise with Cllr Beerstecher and Cllr Parker.

**Clerk**

b) **Parks and Leisure.**

Cllr Howard-Challis asked permission for using the recreation ground on Saturday 3<sup>rd</sup> June 2017 for the annual dog show, which was granted.

c) **Docks and Barges.**

The quotes for repairs to the dock are in hand by Cllr Smith. It was agreed to check the risk assessment in regard to signs regarding the dangers of the area. Re-instatement of the life preserver is to be added to the Action List.

**Clerk,  
Cllr Smith**

**Burial Ground & Allotments.**

The Chair gave thanks to Cllrs Hartfree and Howard-Challis for the hard work in reinstating the Beech trees and watering system at the Burial Ground. The screen has been removed. Spare trees have been planted around the Memorial Hall. It was agreed to not to add another rail to the fence, which had been suggested by a

resident.

**d) Footpaths, Highways, Lighting.**

Potholes that have been reported are being repaired. The fault with the streetlight at the junction of Breach Lane and The Street has been reported.

**9. Neighbourhood Planning.**

There is a Workshop being held in Faversham. Cllr Beerstecher is attending.

**10. Clerk’s request for funding hours un undertake Certificate in Local Council Administration**

It was agreed to defer a decision until the next meeting.

**11. Lighting Maintenance Contract**

A more detailed breakdown of the contract is required.

**Clerk**

**12. Clerk’s Report.**

a) Correspondence:

- i) We have received a quote from Streetlights for a contract for our street light maintenance
- ii) Reply received about broken catches on two dog bins – one at the Recreation ground and one at the end of Cumberland Drive.
- iii) Complaint from a resident about litter opposite the school gates. Request Swale BC to send street sweeper.

**Clerk**

b) Cllr Dewar-Whalley reports that his enquiries for more Tikpak dispensers are successful, they are mounting another campaign, but he doesn’t have a date yet for when they will be installed. Enquiries into a grant in respect of the Burial Ground is on-going, but he would like to know the amount the council are looking for and if he could be furnished with any history that might open other avenues.

**Cllr Hartfree**

c) The Clerk has a plan in respect of the title deed K550372 for the councillors to inspect. Colour scan to be sent to Councillors.

**Clerk**

d) In respect of the decision to change the due date for allotments from 1<sup>st</sup> April to 1<sup>st</sup> October letters have been sent to the relevant allotment tenants requesting 6 months rent and that a full year’s rent will be collected in October.

e) The closing bank balance is: £37479.28

**13. Finance Matters**

a) Review and authorize accounts

b) Authorize invoices for payment

**Cheque list**

Payee	Description	Amount £	Cheque No.
Mr R J Smith	Travel Expenses for Rural Affairs Conference 39 miles @ 0.45p	<b>17.55</b>	100278
Mr K Howard-Challis	Re-imbusement of copying charges for maps	<b>6.50</b>	100279
Mr J Knott	Litter Picking Checking Play Area Repairing Fence Sweeping path Burial Ground clearing Jan – March 2017	<b>£305.00</b>	100280

Lower Halstow Memorial Hall Trust Fund	Invoice 014 Hire of Hall	<b>24.00</b>	100281
KALC	1 x Attendance Rural Conference Invoice 5555 Annual Subscription Invoice 5403	<b>478.08</b>	100282
Streetlights	Invoice 8690 – 144.00 Invoice 8693 – 354.00	<b>498.00</b>	100283
Mrs A I Smith	Clerk's wages £1070.40 Travel Expenses: CiLCA Course 17/3/17 – 18.00 CiLCA Course 28/3/17 - £18.00 Audit Workshop 1/4/17 - £15.30 Stationery expenses advance: April – June 2017 – 45.00	<b>1166.70</b>	100285
DCK Beavers Ltd	Quarterly payroll fee Invoice P0475	<b>30.00</b>	100286

Under the Local Government Act 1972 (Sch 2) the signing of the cheques was proposed by Cllr Howard-Challis seconded by Cllr Hartfree, all Councillors were in favour.

**14. Reports on meetings attended on behalf of the Parish Council**

- a) **KALC**  
The next meeting is in June
- b) **Memorial Hall**  
No report

**15. Items for Information only.**

- a) Items for Village News and Website  
Logs for free stacked on the south side of School Lane – for website.
- b) Contractors are not sweeping after cutting the grass. Contract to be checked. **Clerk**
- c) Broken glass has been dumped at the end of Crouch Hill Court.
- d) Action list for next meeting Agenda
- e) Greening Lower Halstow – The Big Lunch, an initiative by the Eden Project, is a community get together – June 2017

**f) Date of the Next Meeting**

Tuesday 2<sup>nd</sup> May 2017.

The meeting closed at 8:45 pm.

Date

Signed:

Cllr S Gates  
Chair