

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 2 April 2019 in the Memorial Hall, Lower Halstow.

Present: Cllr K Howard-Challis (Chair); Cllr R Smith; Cllr S Gates; Cllr Beerstecher; Cllr Parker; Cllr Stiles; Cllr Dadson; Mrs A Smith (Clerk) and 11 members of the public.

1. Apologies

The Chairman welcomed everyone. Apologies were received from Cllrs Whiting, Ripley and PCSO Lee Fennell.

2. Declarations of Interest

a) Disclosable Pecuniary Interests

None

b) Disclosable Non-Pecuniary Interests

Cllr Smith declared an interest in item 6(e).

3. Public Session

A resident asked the Parish Council if they could comment on the bigger picture of the Saxon Shore Way in respect of a letter received from Natural England regarding the England Coast Path.

4. Visitors reports or comments

a) SBC Councillors.

No reports received.

b) KCC Councillor.

KCC report, Lower Halstow Parish Council meeting, 2 April 2019 Please accept my apologies, I have another meeting at Swale Borough Council this evening. Please find below a summary of my work on behalf of the residents since my last report. More drainage clearance and improvement works are being carried out along the A2 by KCC and by the water. These intrusions are disruptive for motorists, but hopefully will come to an end when KCC complete the pothole and patching repair work that is now marked out and we can have a period without traffic lights. I have been liaising with Cllr Smith regarding the dock and have passed him a reply from SBC. Am waiting on a response from KCC officers. If I can be of further help, then please let me know. I am still waiting on a response from Highways to a question I raised on behalf of the Parish Council regarding the verges at Crouch Hill Court. With regard to other highways matters, I have asked an officer to attend a future meeting of the Parish Council to discuss the setting up of a Parish Highways Improvement Plan. The officers are in contact with your Clerk to arrange this. Similar meetings are being set up in other parishes in my Division. I hope this is helpful, please do not hesitate to contact me if I can be of further assistance in these or any other matters raised during your meeting this evening.

c) PCSO

JCB found near yacht club – recovered by police as owner could not be established

A walker was bitten by a dog in Breach Lane – crime report taken

Vehicle reported to PCSO as being SORN but parked on road – advice given to owner of vehicle who said it would soon be removed to be repaired. Any SORN vehicles need to be reported to the DVLA who have the power to remove them.

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

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

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

a) To consider Westfield Car Park Pre-Planning advice received from Swale.

It was proposed by Cllr Smith, seconded by Cllr Dadson to identify suitable contractors to provide information that Swale Borough Council need, with costs. Agreed with 5 votes for, 1 against and 1 abstention.

Action: Cllr Smith



- b) Silver Birch, Landrail Road. There appears to be a dispute between Swale Borough Council and Kent County Council who owns the land where the tree is growing. It was agreed to write to Swale Borough Council in the first instance to try to clarify ownership.
Action: Clerk
- c) Dock Contract. It was proposed by Cllr Stiles and seconded by Cllr Dadson to accept the changes to the contract at 3.12.1 as specified. All were agreed.
The request regarding permission to erect a temporary structure was deferred to the next meeting.
- d) Old Oil Tank, Burntwick Drive. It was deliberated to try and discover who has responsibility for the structure.
- e) Lease of Land (Brickfields). It was proposed by Cllr Smith and seconded by Cllr Beerstecher to seek a valuation for the land.

Action: Cllr Smith

7. Finance

- a) To approve quote for grass cutting on the Recreation Ground and Gibbs Amenity Area. It was proposed by Cllr Smith, seconded by Cllr Dadson to award the contract to Landscape Services. Agreed unanimously.
- b) To approve quote from Treecraft for grounds maintenance.
It was proposed by Cllr Howard-Challis, seconded by Cllr Smith to accept the quote. Agreed unanimously.
- c) To approve quotes for Electric unmetered supply (Street lights). It was proposed by Cllr Gates and seconded by Cllr Beerstecher to accept the quote from EDF for the two-year contract. Agreed unanimously.
- d) To adopt NALC Pay Award 2019/20. It was proposed by Cllr Beerstecher and seconded by Cllr Dadson to accept the NALC pay award. Agreed unanimously.
- e) To approve Annual Governance and Accountability Return 2018/19 Part 2 Section 1. The Clerk read out each of the assertions and it was duly signed by the Chair and Clerk.

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

- a) 19/500764/OUT. Outline application (all matters reserved except access) for the demolition of former farm building/garages, associated landscaping and parking together with new access and part widening of Breach Lane.
It was agreed to object to this application. Proposed by Cllr Gates, seconded by Cllr Beerstecher. 4 in favour and 2 against the proposal.
The reasons to object are that the development is outside the built up area of Lower Halstow as defined in the Swale Plan and that the Parish Council would also comment that there is insufficient parking in the area.

9. To discuss and agree action on the following:

a) BRICKFIELDS & PLANNING

Cllr Beerstecher attended a meeting on the 27th March. There is ongoing discussion regarding the signage. Planning permission will be applied for via the Parish Council. The reed bed has been cut back and is looking good. A meeting will be scheduled for every 2 months. Mrs J Telford has been elected as Chair of the Friends of the Lower Halstow Brickfields at the AGM.

Cllrs Beerstecher and Stiles attend a planning conference. Cllrs Stiles and Beerstecher were elected to the planning sub-committee. The terms of reference will be discussed at the next meeting.

b) PARKS & LEISURE

No report.

c) DOCKS & BARGES and CAR PARKS

A comprehensive quote has been received with a technical specification. Cllr Smith will follow up the Queenborough Fisheries Trust regarding a grant. Cllr Smith will also investigate getting some quotes for repairs to the sill.

d) FOOTPATHS HIGHWAYS LIGHTING and HEDGEROW MAINTENANCE



There are two lights causing annoyance. The new heads are fitted to a "swan neck" which is casting light into residences in School Lane and Westmoreland Drive. There is a recommendation that the light is horizontal so that the light is cast down and there is no light pollution into the night sky. There are another two other lights causing concern, one in Heron Close where there has been anti-social behaviour and one behind the shop, is not bright enough to illuminate the area fully. The Clerk will discuss possible adjustments with the contractor. There are overhanging conifers in the garden of Crouch Hill House, which are blocking the light from the street light at the end of Crouch Hill Court.

The Council considered that the lights outside Neptune Bungalow and at the junction of Vicarage Lane and The Street required no action regarding a complaint that they were not bright enough.

Action: Clerk

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

The Emergency Plan has been sent to Swale Borough Council for their comments.

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

It was noted that KCC will look favourably on bollards. A highways officer will attend a future meeting. Swale Borough Council will not put up their by-law signs to protect the verges on land they do not own. It was agreed to contact Cllr Whiting for further advice.

Action: Clerk

g) **GENERAL/MISCELLANEOUS TOPICS.**

Nothing to report.

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

a) **KALC Rep**

A meeting appears to have been missed due to not receiving information regarding when it was held.

b) **Memorial Hall Rep**

No report.

11. Clerks Report:

The Clerk has paid in £5.00 for a Brickfields combination, which was received in cash. The other payments for this have been done by bank transfer. The Clerk attended Swale House to have the nomination packs that had been completed, checked and to have an A3 plan for the dock area scanned in relation to the agreement for the Edith May. The bank balance is £50143.52.

It was proposed to accept the cheques for payment by Cllr Stiles and seconded by Cllr Dadson. Agreed unanimously and the cheques were duly signed.

12. Items for information only:

Cllr Gates informed the meeting that a beach clean will be held on Saturday 13th April at 11.00 am.

a) **Items for Village News and the website:**

The Best Front Garden competition will be held again this year. The judging will take place in May and the prizes will be awarded in June.

Cllr Smith would like to put in the village news: an item regarding the damage to the dock; the Parish Council is investigating planning advice for additional car parking for Westfield Cottage residents and a thank you to John Knott our litter picker.

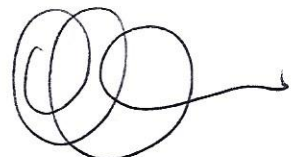
13. To receive agenda items

Terms of reference for sub-committee

To discuss request for permission to erect a temporary structure to cover barge during the lay-up period.

Date of next meeting: Tuesday 7th May 2019

The meeting closed at 9.11 pm.



Other Payments:

Direct Debit EDF 1st April

Standing Order 25th April

Cheques – April 2019

Unmetered Electricity

£527.76

Clerk's Salary

£300.00

Payee	Description	Amount £	Cheque No.
Mrs A I Smith	Salary and Expenses January – March 2019	410.42	100433
HMRC	PAYE	19.60	100434
Mr J Knott	Checking Play Area - £75.00 Village Cleaning - £150.00	£225.00	100435
Lower Halstow Memorial Hall Trust Fund	Hall Hire – 5/2/19	25.50	100436
KALC	Annual Planning Conference 2019 x 2 – Invoice 911330591 £144.00 Subscription – Invoice 7105 £406.78	£550.78	100437
DCK Accounting Solutions	Quarterly Payroll Fee	42.00	100438
Swale Borough Council	National Non-Domestic Rates The Cemetery 2019/20 01/4/2019 – 31/3/2020	0.00	-

Date:

Signed:

Cllr. K Howard-Challis
Chair

