

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 6th March 2018 at 7.00 pm in the Memorial Hall, Lower Halstow.

Present: Cllr Rob Smith (Chair); Cllr Allyson Beerstecher; Cllr Keith Howard-Challis; Cllr Sue Hartfree; Cllr Steve Gates; Cllr Rod Dadson and 6 members of the public were in attendance

The Chair welcomed everyone and stated that the meeting was being recorded for the purposes of the Minutes, and also stated that there would be a 15-minute Public session.

**1. Apologies**

Apologies were received from: Cllrs Parker, Stokes and Whiting.

**2. Declarations of Interest**

a) Disclosable Pecuniary Interests

None.

b) Disclosable Non-Pecuniary Interests

Councillor Hartfree declared a Non-Pecuniary interest in Agenda item 8(a) Stream clearance at Mill House end.

**3. Public Session**

A resident suggested planting some wild flower seeds on the dockside where the land has been recently disturbed by the repair of a sewage pipe. It was thought to be a good idea, the Friends of the Brickfields were aware of free seeds being offered.

Another resident was concerned about the problem with flooding outside the Three Tuns. This will be discussed at item 8.

A resident enquired if the tree trunks placed at the Gibbs Amenity area would interfere with the grass cutting. This was taken into consideration.

**4. Visitors reports or comments**

a) Report from KCC Councillor Mike Whiting:

*The main thing to report is the roads. I had a number of complaints about the ice in Breach Lane, which led to at least three accidents. I have been asked whether a salt bin can be installed and I am waiting on a reply from officers about that. I am also seeing whether we can add the route to the primary gritting routes, though I see that as unlikely, it is worth a try. I have also asked for the whole lower road between Iwade and Upchurch be part of the primary route. Currently some bits get gritted and some don't, which seems illogical.*

*Finally, I complained this morning about the road works in Newington that were causing unacceptable traffic jams, particularly though the rush hours. KCC has ordered the contractors to shut down the works. They will need to put in place better traffic management plans and reapply for a licence to complete the work at a future date.*

b) PCSO:

The nuisance motorbike rider on the brickfields has been warned and if he is found to be doing it again his motorbike will be seized. Sheep worrying has been reported to the rural team. PCSO John Cork is happy to be involved with the speed watch campaign being considered. A report was received about an issue with young men and air guns. The public can follow Kent Police on social media.

c) Friends of the Brickfields:

Good progress is being made with the constitution. There is a steep slope into the woodland area and access for the fire service is a concern.

**5. To agree Minutes of February meeting.**

It was agreed to amend the draft Minutes to show how the councillors voted in respect of the Westfield car park item as it was a majority decision and not unanimous. There were some other minor amendments agreed. The amended Minutes of the meeting of Lower Halstow Parish Council held on 6<sup>th</sup> February were accepted as a true record. Proposed by Cllr Hartfree and seconded by Cllr Gates. The minutes were duly signed.

**6. Planning Applications**

- a) 18/500388/FULL Conversion of existing shop unit into 4 flats and a shop unit. Deadline extended to 8/3/18.  
No comments.
- b) 17/506569/FULL Breach Farm Paddocks Land North-east of Breach Farm Bungalow, Breach Lane, Upchurch, Kent. ME9 7PE. Change of use of land to single gypsy pitch and associated development (alternative to 15/502716).  
No comments.

**7. Planning Appeal Decisions**

None.

**8. To discuss and agree action on the following:**

- a) Stream "clearance" at Mill House end.  
Cllr Hartfree has arranged to meet with the owner of the property to discuss first steps to make sure the stream can be kept clear.
- b) Stream bank clearance behind garages - Burntwick Drive.  
It was agreed to investigate who owns the land.  

**Action: Clerk**
- c) WW1 Memorial Beacon;  
Cllr Gates is awaiting planning permission advice from Swale Borough Council. Two quotes have been received and were passed to the Clerk.
- d) Finance Working Group – set date for meeting;  
A date is still to be agreed.
- e) Review Charges for: Dock, Allotments, Car parks.  
The contract for the Edith May runs until January 2019. Allotment review is in progress. It was proposed by Cllr Gates and seconded by Cllr Dadson that the finance working group discuss these charges and report back. Unanimously agreed.
- f) Parish and Town Council Briefing on the first steps towards the next Local Plan – email 23/2/18  
It was agreed that Cllrs Smith and Howard-Challis would attend. The Clerk will book the places.  

**Action: Clerk**
- g) Quote from Shaun Branchett - Reduce height of hedge around lamppost cut back to expose the old sign and post box. £95-00 (should be done promptly, bird nesting).  
Cllr Hartfree proposed to accept the quote, seconded by Cllr Howard-Challis. Agreed unanimously.
- h) Quote for cordless brush cutter from Poultons.  
It was agreed to pay half of the cost and the other half will be met by Friends of the Brickfields, proposed by Cllr Beerstecher and seconded by Cllr Gates.
- i) Housing Infrastructure Fund – email 20/2/18  
Deferred until the next meeting.

**9. Review of Action List items and reports from members on the following: Please see attached "Action List"**

- a) Brickfields;  
There will be a site meeting arranged between Cllr Beerstecher, Shaun Branchett and Mr Smith who has offered his services to batter the bank in the firebreak to allow machinery access to keep it clear.  

**Action: Cllr Beerstecher and Clerk**
- b) Parks & Leisure (including Playground);  
None.
- c) Dock & Barges;  
The paths along the dock sill are breaking up. Cllr Gates has done a risk assessment and Cllr Dadson has put up a bespoke notice adjacent to the barge. Cllr Howard-Challis proposed quotes are sought for repairs and was seconded by Cllr Beerstecher. Agreed unanimously.
- d) Burial Ground & Allotments;

Fees will be discussed at the Finance Working Group.

e) Footpaths, Highways, Lighting:

There is concern about the quality of the lighting, which are currently single point LED's and there is a problem with glare. Multipoint has the same intensity but with less glare. Comparisons will be made with the lights in Upchurch to see which is the preferred option. The Clerk will liaise with the contractor.

The insurance company will be contacted in respect of the missing lamppost in Burntwick Drive.

**Action: Cllrs Smith, Gates and Clerk**

f) Emergency Planning

Cllr Gates has updated the emergency plan, which has been circulated.

**10. To receive and consider resolutions or recommendations in the order in which they have been notified:**

'Lower Halstow Parish Council passes a resolution to support Plastic Free Coastlines, committing to plastic free alternatives, and supporting plastic free initiatives within the parish.' Proposed by Cllr Gates, seconded by Cllr Howard-Challis. Unanimously agreed.

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

a) KALC Rep;

The next meeting is 12<sup>th</sup> March, 2018

b) Memorial Hall Rep;

No report.

**12. Clerks Report:**

To include correspondence not covered elsewhere in the meeting.

The Clerk has agreed to rent half of one allotment plot at the Memorial Hall site and one plot at Tutt's. Tenancy agreements are yet to be signed and rent collected. This leaves 4 plots available at Tutt's and half a plot at the Memorial site.

This month the Clerk has collected £21 in allotment rent and £15 in fees for the new combination lock for the brickfields, which were fitted today (6 March 2018) and informed those on the records of the combination, including the Environment Agency.

The bank balance is £58526.64.

Authorise Invoices-see cheque list below.

**13. Items for information only:**

Cllrs Smith and Howard-Challis will attend the next Upchurch Parish Council meeting.

**(a) Items for Village News/Website.**

To give thanks to the gentleman that cleared the local roads with a snowplough.

**13. Date of next meeting; 3<sup>rd</sup> April 2018**

The meeting closed at 21.35 hrs.

Cheque List

<b>Payee</b>	<b>Description</b>	<b>Amount £</b>	<b>Cheque No.</b>
Lower Halstow Memorial Hall Trust Fund	Hire of Hall 2 January 2018	<b>24.00</b>	100348
Mr S Gates	Get Mapping – ordnance survey map re: WW1 Beacon	<b>28.80</b>	100349
Mr R Smith	Computer Cartridge Invoice CS180117-LV434653-1 - £22.98 Warning Notices for Halstow Dockside x 3 - £36.00	<b>58.98</b>	100350
KALC	50% of invoice 6154 GDPR Workshop	<b>18.00</b>	100351
Branchett Ltd	Fell 8 x Crack Willows as per Tree Report and place trunks as directed. Invoice 180305	<b>1640.00</b>	100352

**Date:**

**Signed:**

**Cllr. R. Smith.  
Chair.**