

Minutes of the meeting of Lower Halstow Parish Council held on Monday 18 May 2015 at 7.00pm in the Memorial Hall, Lower Halstow.

Present: Cllr Steve Gates (Vice Chair); Cllr Chris Mayes; Cllr R Smith; Cllr Sue Hartfree; Cllr Keith Howard-Challis and Parish Clerk Mrs C Fordham. 5 members of the public.

Action

1. **Apologies** Cllr Nigel Randell (Chair) (holiday) Cllr Steve Parker (prior commitment); County Cllr Lee Burgess. All apologies were accepted.

2. **Declaration of Acceptance of Office and Register of Interests**

It was proposed by Cllr Howard-Challis, seconded by Cllr Smith, that Cllr Parker be allowed to sign the declaration of acceptance of Office between meetings; all were in favour

Clerk

3. **Public Questions**

The Church Warden provided a list of dates when the Church wished to use the car parking area.

Concern was expressed about the proposed development at Funton and the effect on surrounding roads.

4. **Declarations of Interest**

a) **Disclosable Pecuniary Interests**

b) **Disclosable Non Pecuniary Interests.**

5. **Minutes of the May Meeting**

It was proposed by Cllr Mayes, seconded by Cllr Smith that the draft minutes of the May meeting of Lower Halstow Parish Council be accepted as a true record; all Councillors were in favour and the minutes were duly signed,

6. **Matters Arising**

The Clerk reported that Cheque number 100149 to Southern Water for £156.31 had been cancelled as the money had been taken by Direct Debit.

7. **Appointments to Working Parties and Offices**

Barges Working Party It was proposed by Cllr Smith, seconded by Cllr Mayes that the responsibilities for the Barges Working Party be extended to include the Dock; all were in favour.

Clerk

Planning Working Party Cllr Gates advised that he no longer wished to be part of the Planning Working Party.

Project Working Party It was proposed by Cllr Smith, seconded by Cllr Mayes that Cllr Howard-Challis be appointed to the Project Working Party.

It was proposed by Cllr Howard-Challis, seconded by Cllr Smith that Cllr Hartfree be appointed to the Project Working Party; all were in favour.

Clerk

8. **Visitors**

a) **Report from Borough Councillor**

b) **Report from County Councillor**

c) **Report from PCSO Link**

9. **Decisions/Actions/Proposals**

a) **Action list update**

The action list was updated.

Cllr Smith advised that he had visited the dock with a contractor and it was agreed that quotes would be sought for the repair work. Cllr Mayes would also visit the site.

The CCTV upgrade had been requested.

The building materials had been removed from the visibility splay at the east end of Crouch Hill Court.

10. Correspondence

- a) SBC of 21.5.15 – Swale Network Event on 4.6.15
- b) ARC Kent of 21.5.15 – Expressions of interest invited in Community Land Trusts.
- c) KCC of 21.5.15 – Inside Track
- d) Kent Healthwatch of 26.5.15 – Big Red Bus in Sittingbourne.
- e) KCC Highways Engineer of 28.5.15 – requested resident to remove of obstruction from visibility splay at Crouch Hill Court
- f) KCC Highways of 28.5.15 – Persimmon homes requested to replace School Sign.Site meeting w/c 1 June
- g) RSN of 28.5.15 and P&CC of 28.5.15 – Rural crime survey
- h) Resident of 28.5.15 – seeking funds to repair the football bench.
- i) SBC email of 29.5.15 - JTB agenda
- j) KCC of 30.5.15 – details of footpath clearance on ZR45 from Boxted Lane to Lower Halstow.
- k) Local Government Boundary Commission of 12.5.15 – review of KCC electoral boundaries.
- l) Mr G Gransden request to allow the Thistle to remain in the dock until the end of July. The Council were concerned that allowing the Thistle to remain in the Dock would limit the space available for visiting vessels. It was therefore proposed by Cllr Smith, seconded by Cllr Mayes, that Mr Gransden be asked to move the Thistle onto the blocks, if possible to retain some space in the dock for other vessels; all were in favour. *Clerk*
- m) Resident of 2.6.15 – request to know what is happening with the Thistle *Clerk*
- n) Resident of 2.6.15 - request for information about appropriate licences for the Edith May. *Clerk*

11. Planning

- a) SBC of 27.4.15 - Planning application 15/502681 for 55 dwellings at Funton Brickworks site. The Vice Chair read out the proposed response to the application, which had been prepared by the Working Party. The response detailed the Council’s objections in relation to transport and access, sustainability, design suitability, ecological issues, plus proposals for mitigation should the Borough Council be minded to approve the application. It was agreed that an additional point should be included about flooding from land drainage/water run off from the hill behind the proposed development and that mitigation should include conditions in the planning permission that construction traffic should only be allowed to access the site via Raspberry Hill to lessen the impact on the village. It was proposed by clrl Mayes, seconded by Cllr Howard-Challis that the draft reply be accepted subject to the additions outlined above; all were in favour. *Clerk*
- b) SBC of May 2015 - Planning application 15/503668 change of use to Bed and Breakfast at Green Farm House, The Green. On discussion, it was proposed by

Cllr Mayes, seconded by Cllr Howard-Challis that the Council did not wish to make a comment on the application; all were in favour.

- c) The Council expressed concern about the inefficiencies in the new planning system and the Clerk was asked to raise the issue with the Borough Councillors. *Clerk*
- d) Summaries dated 19.5, 22.5. 29.5

12. Clerk’s Report

- a) The Clerk had £188 in allotment rent to be banked. *Clerk*
- b) Councillors Howard-Challis and Hartfree had been booked on the Councillor induction course
- c) The Clerk would attend the Clerk’s conference on 17 June. *Clerk*

13. Finance

a) Cheques

Payee	Description	Amount £	Cheque No.
Lower Halstow Memorial Hall Trust Fund	Hire of Hall May	Total 24.00	100152
Mr R Smith	Section 137 Expenditure on hospitality for departing Councillors	Total 54.85	100153

Under the Local Government Act 1972 (Sch 2) the signing of the cheques, was proposed by Cllr Howard-Challis, seconded by Cllr Mayes, exceptionally Cllr Smith would allowed to sign a cheque to himself as there were no other signatories present; all Councillors were in favour and the cheques were duly signed.

14. Reports from Members

a) Memorial Wood

The Chair of the Friends of the Brickfields present a report on the activities at the July meeting. *Clerk*

b) Footpaths, Highways and Lighting

The hedges on Tuns Hill and opposite Jasmil Kennels needed cutting back and the Clerk was asked to report the issues. The Clerk was asked to clarify who was responsible for clearing hedge cuttings from the roads. *Clerk*
Clerk

c) Burial Ground

The hedge needed cutting back but he Council were also in the process of having the existing hedge taken out. The Clerk was asked to obtain quotes for both. *Clerk*

d) Allotments

Cllr Hartfree agreed to review the allotments. *Cllr Hartfree*

e) Financial Regulations

Draft regulations, as provided by NALC, had been circulated for consideration. It was proposed by Cllr Smith, seconded by Cllr Hartfree, and agreed by all Councillors that the draft regulations be accepted subject to the following:

- i) the maximum amount to be approved away from a full Council meeting by £500 (within budget allocation)

- ii) Credit references would not be sought for Councillors acting as signatories.
- iii) Fund transfers within the Council's banking arrangements could be authorised by the RFO upto £1,000 provided it was reported to the next Council meeting.
- iv) Tenders would be sought for any contracts exceeding £5,000.

Clerk

f) KALC

Cllr Smith had attended the Swale Area Committee AGM, when new Officers had been elected. A presentation had been given by CPRE on their work in the County, and the importance of protecting open spaces where appropriate. The Clerk was asked to ascertain the status of the Brickfields Area and the Gibbs Amenity Area.

Clerk

g) School Governor

Cllr Mayes had advised the school of the change of representative.

h) Play Area

- i) **CCTV** – see item 9.

i) Brickfields

- i) General Matters The Clerk was asked to contact Peel Ports about the abandoned boat on the foreshore.

Clerk

There had not been any progress on the Fire Break – Clerk to follow up.

Clerk

Cllr Mayes and the Clerk would follow up the provision of a new board for the sign.

*Clerk/Cllr
Mayes*

- ii) Edith May Copies of the documentation had been received and SBC Planning asked to clarify the current position on the need for Planning Permission and to take up the matter with owner if necessary.

- iii) Car Park It was proposed by Cllr Mayes, seconded by Cllr Smith that the Church be allowed to open the car park on the dates requested; all were in favour

Clerk

- iv) Westmoreland There had been no further correspondence.

j) Newsletter/Website

It was agreed that items would be included on the following: hedge cutting; Parking problems in Landrail Rd, Dog fouling on the Brickfields and the Funton Planning application.

Clerk

15. Any Other Business

The Clerk advised that she had asked for a quote for the inspection of the Council's trees.

Clerk

16. Date of next Meeting

The next meeting of Lower Halstow Parish Council will be held on Tuesday 7 July at 7.00pm in the Memorial Hall, Lower Halstow.

The meeting closed at 8.48pm.

Date:

Signed:

Cllr N Randell
Chair