

Minutes of the Monthly Council Meeting of Lower Halstow Parish Council held **virtually due to Coronavirus Covid19 restrictions** on Tuesday 6th October 2020.

Present: Cllrs: K Howard-Challis (Chair); T Portman; M Szabo; A Smith; E Stiles; A Groves; Mrs A Smith (Clerk); KCC Cllr M Whiting, SBC Cllr C Woodford and three members of the public.

1. Apologies

An apology was received from Cllr R Smith.

2. Declarations of Pecuniary or Non Pecuniary Interest

None

3. To agree Minutes of the Meetings held on 1st September 2020

It was resolved to agree the Minutes for the meeting held on 1st September 2020. They will be signed within social distancing rules. Proposed by Cllr M Szabo and seconded by Cllr A Smith. Agreed unanimously.

4. Matters Arising

a) To agree action overhanging trees at Tutt's Allotments.

No complaint has been received from the allotment plot tenant. It was agreed to refer this back to Cllr R Smith.

b) Review of Open Spaces policy, particularly regarding cycling on Brickfields.

Some cutting of new paths creating a "speedway track" for cycles has taken place, which is damaging the flora, is detrimental to the wildlife and possibly dangerous to other users. It was felt that banning cycling is not the answer, but instead to try and educate those causing the damage. Cllr Groves will look into this.

Action: Cllr A Groves

5. Finance

a) To consider spend regarding landscaping of Westfield Car Park as per planning permission granted.

The spend has previously been agreed and Cllr Portman will arrange purchase of the plants and trees.

Action: Cllr Portman and Clerk

6. Correspondence:

a) To consider moorings for "Regalia".

It was agreed that more information is needed. The Parish Council would only be able to consider any moorings on the same side as the Edith May as the other side is owned privately. Deferred to the next meeting.

Action: Cllr R Smith and Clerk

b) To consider filming in the wooded area at Brickfields Site on 15th October.

It was agreed to give permission providing there was a donation towards the dock repair.

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

a) None received at the time of producing the agenda

b) Applications received between producing the agenda and the meeting:

i) 7 Seaview Terrace, Breach Lane 20/504558/LAWPRO

ii) 2 Home Place, Church Path 20/504303/FULL

The Parish Council have no comments to make on either of the two applications.

8. To discuss and agree action on the following:

a) **BRICKFIELDS & PLANNING**

An update on the sea wall from Mr M van der Straaten which was read to the meeting by Cllr Portman:

EA will require application to allow work, at a cost of around £500.

To make that application I need to know what work is practicable and affordable, (as well as getting a professional to assess who else needs notification).

I have 3 sets of surveyors interested, one of which is Paul Hunt, as recommended by Rob. Paul has already offered to have a site meet with me and give initial thoughts without charge, for w/c 12th or 19th, exact date tbc.

Another surveyor has quoted £400+ VAT for site visit and initial high level report and the third is £1075 for the same thing - so I'll wait for Pauls visit & feedback before considering paying

Can the PC consider if there's any budget to get me as far as getting a full survey/plan and costings in place, plus obtaining appropriate authority with all necessary bodies?

It was agreed to await Cllr R Smith's return before making any decision.

A work party has been arranged for the coming weekend and the Council were happy with the risk assessment that has been done in respect of Covid-19.

Cllr Portman is retiring from the Brickfields field of interest.

b) **PARKS & LEISURE**

Cllr Szabo reported that one of the climbing frame panels had come loose and he has now fixed it. The tyres on the seesaw need looking at as per the report from RoSPA.

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

No report.

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

Cllr Portman reported that the weeds in the gutters have been reported to KCC and the work is being awaited. There is a lot of dog faeces being left around the village and owners are reminded that they should clear up after their pets. A reminder will be posted to the website.

Action: Clerk

An overgrown hedge has been reported between Vicarage Lane and The Street. Cllr Portman will send letters to landowners where their hedges need cutting back late October, early November if they have not been done by then.

Cllr Portman has trimmed some of the graves and planted 100 spring bulbs at the Burial Ground and around the Village Sign.

Cllr Szabo has been looking into the complaint regarding the street light in Crouch Hill Court. Attempts at contacting the contractor who supplied and installed the lights have been unsuccessful. The Clerk will keep trying.

Action: Clerk

9. Clerks Report

The Clerk has produced and delivered the invoices for the year October 2020 to October 2021 for the allotments.

The Parish Council has received payments this month of £1,150.00 for Westfield car park permits, the second half of the precept and lighting grant from Swale Borough Council totalling £20,120.00 and a Covid-19 Small Business Grant relating to the Burial Ground for £10,000.00.

The bank balance as of 30th September is £102,042.43

Cllr K Howard-Challis and Cllr Szabo will authorise the payments as per the list, attached to the Minutes.

10. To consider questions received from Lower Halstow Residents.

None received

11. Items for information only:

The Chair made a statement that he has been looking at issue of "Planning". The Neighbourhood Plan is not suitable for Lower Halstow, however a simpler document "The Village Plan" may be more relevant and should be looked into for the future.

Cllr Mike Whiting advised that regarding a 20 mph zone and any other aspirations, need to be included in an agreed Parish Highways Improvement Plan. A consultation with residents would be required, to gauge opinion, together with speed surveys. A sub-committee may be a good idea to get the ball rolling and Cllr Whiting will circulate guidance to the Council via the Clerk.

12. Items for the website:

An item regarding dog fouling around the village.

An item regarding responsible cycling on the Brickfields site.

a) To receive agenda items for the next meeting:

Replacement of fence between the Memorial Hall site allotments and the alley running behind.

Planting three trees at the Recreation Ground, to agree species and position.

Date of next meeting: Tuesday 3rd November 2020

The meeting closed at 19:57

Cheques – October 2020

Payee	Description	Gross Amount £	VAT £	Cheque No/Bank Payment
Mrs A I Smith	Salary and Expenses Claim July – Sept 2020	119.80		140600545
Mr J Knott	Village Cleaning and Handyman work July – Sept 2020	425.00		824762140
Mr M Szabo	Charge for monthly PC Zoom meetings x 2 Invoices: INV39017483 and INV44176717 - £28.78 Covid Playground signs - £74.14	£102.92	£4.80+£12.26 Total: 17.16	545230187
HMRC	PAYE	86.00		723577278
DCK Accounting Solutions	Payroll fee Invoice: P2036	42.00	7.00	939265505

Other payments:

25 October 2020 Standing Order

15 October 2020 Direct Debit

Clerk's Salary - £644.60

EDF Energy Supply - £191.09

Date:

Signed:

**Cllr. K Howard-Challis
Chair**