

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

Present: Cllr Rob Smith (Chair) Councillor Steve Gates; Cllr Sue Hartfree; Cllr Keith Howard-Challis; Cllr Allyson Beerstecher; Cllr Steve Parker; Parish Clerk Mrs A Smith and 12 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 Dewar-Whalley

**2. Declarations of Interest**

a) Disclosable Pecuniary Interests

None.

b) Disclosable Non-Pecuniary Interests

None.

**3. Public Session**

A resident reported that there was a mattress in the stream at Gibbs amenity area. A resident asked what the Parish Council's attitude was to planning applications regarding the shop in Burntwick Drive, at Westfield and Callum Park. They are yet to be considered and any decisions or actions will be reflected in the Minutes. Another resident was confused as to whether the shop will be staying in respect of the application submitted. A different resident was in favour of the shop converting to flats because of the untidy appearance but was concerned that the parking allocation is not sufficient. Parking on pavements and inconsiderate parking was raised. The Chair urged residents to complain to Highways.

**Clerk**

**4. Visitors' reports or comments.**

a) Cllr Ben Stokes informed the meeting of the Environmental Street Warden, Maxine Jacobs. The contact number is 01795 417572. The areas she covers are Bobbing, Iwade, Upchurch and Lower Halstow. An invitation to attend future meetings will be issued.

b) Cllr Mike Whiting apologised for being late. He will be visiting together with a Highways Officer and if there are any issues to be raised let him know.

c) Cllr Howard-Challis arranged a visit from the PCSO to discuss any problems. Unfortunately, only two residents attended.

**Clerk**

**5. To agree Minutes of the 6<sup>th</sup> June 2017 meeting.**

The draft minutes sent out to Councillors had been amended, but Cllr Gates did not agree the amended version. Cllrs Beerstecher and Hartfree had not agreed that the words 'in a constructive spirit' in paragraph 3 of the original draft should be included as the inference could not be drawn. The Clerk confirmed from the recording that those words were spoken. It was finally agreed that the Minutes should be a true record of what was said. All Councillors were in favour that the original draft was a true record and the minutes were duly signed.

**6. Co-Option of Mr Dadson as Councillor.**

It was proposed by Cllr Parker, seconded by Cllr Gates that Mr Rodney Dadson be co-opted onto Lower Halstow Parish Council; all members were in favour and he was duly elected as a Councillor.

**7. Planning Applications**

a) 17/503016; 12 The Street.

No comments.

b) 17/502866; 18 Burntwick Drive.

Cllr Gates proposed that the Parish Council object on the grounds the shop has been

used in current planning applications for sustainability purposes and that the premises should retain a shop front to enable return to shop use in future. The proposal was not seconded.

Cllr Gates proposed the Parish Council comment: The shop has been cited in current planning applications as a sustainability item in respect of 27 homes and that the parking allowed for is not sufficient, seconded by Cllr Parker, unanimously agreed.

**Clerk**

- c) 16/507425; Land rear of Kaine Farm, Breach Lane, Upchurch.

It was noted that the original objection still stands.

- d) 17/503269; Home Farm, Breach Lane, Lower Halstow.

Cllr Gates observed that the planning system was at fault in respect of the original development, but there were no objections to the current application.

## 8. Planning Appeal Decisions

As above (Kaine Farm)

## 9. Reports from members and review of Action List items:

### a) Brickfields.

Acquiring a new Tikspak dispenser for Heron Close has been looked into and deemed too expensive. Cllr Smith suggested a housing could be made and he will look into that.

**Cllr Smith**

### b) Parks and Leisure.

A quote had been received to pollard the Crack Willow trees at Gibbs amenity area for £1440 for three days work. It was proposed by Cllr Gates and seconded by Cllr Howard-Challis that provided this amount is below the limit where 3 quotes are required, to give the go ahead.

**Clerk**

It was agreed that a tree surgeon should be sought to manage the trees on the triangle. Proposed by Cllr Gates and seconded by Cllr Beerstecher.

Cllr Gates asked that the Clerk contact the Environmental Street Warden about the mattress that has been dumped in the stream.

**Clerk**

### c) Docks and Barges.

The fabric of the dock wall needs repairs. Cllr Smith will investigate further including any grants that may be available as it is envisaged that the amounts concerned will be outside the scope of the Parish Council.

**Cllr Smith**

Lifebelts and notices have been received from Swale Borough Council. The housing is on order.

### d) Burial Ground & Allotments.

Revised burial fees were circulated to councillors. It was proposed by Cllr Gates and seconded by Cllr Howard-Challis that the revised fees are adopted. All were in favour. Cllr Hartfree is researching some history and quotes for a wall to be built around the bank to protect it. Cllr Gates raised the question as to whether permission would be needed from KCC Highways. The Clerk will make enquiries.

**Clerk**

The Clerk has asked Mr Ransley for a quote to repair the tap at the Memorial Hall allotments and the tap at the burial ground.

It has been established that the Parish Council can clear the tops of graves. It was suggested that Mr Knott clear those graves that are noticeably unkempt. It was agreed to ask him to look at it.

**Clerk**

### e) Footpaths, Highways, Lighting.

The dead tree between Three Tuns and Vicarage Lane has been reported and KCC Highways have contacted the owner.

The Clerk circulated a contract from Streetlights. The Clerk will liaise with the Clerk at Upchurch to ask if they have a contract for lighting repairs.

**Clerk**

## 10. Proposal by Cllr Gates to have a Beacon erected on the Brickfields to celebrate WW1 Beacons of Light on 11<sup>th</sup> November 2018

Cllr Gates has a site in mind at the Brickfields to place a beacon as a tribute to commemorate the end of World War 1. The total would be approximately £1800. It was suggested to ask about grants and sponsorship. It was proposed by Cllr Gates and seconded

by Cllr Howard-Challis to go ahead with the arrangements.

**Cllr Gates**

**11. Clerk's Report**

- a) Correspondence:
  - i) The Parish Council have received stickers for the Life Ring housing from SBC.
  - ii) Invitation to the Dedication Service for Mayor and Councillors of Swale Borough Council
  - iii) Letter from Southern Water in respect of the Flooding at Church Path.
  - iv) Email for permission to erect shed on Westfield allotment 15.
  - v) Quote to pollard Crack Willow trees on Gibbs Amenity area: £1440 for 3 days work.
- b) The padlock for Brickfields car park is broken. It has been mended, but this may only be a temporary solution. The Clerk has a spare padlock.
- c) The Clerk has paid in £250 in burial fees.
- d) The bank balance is £51958.19

**12. Finance Matters**

- a) Review and authorize accounts
  - b) Authorize invoices for payment
- Cheque list

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

Payee	Description	Amount £	Cheque No.
Lower Halstow Memorial Hall Trust Fund	Hire of Hall Invoice 31 £48.00 Invoice 40 £32.00	<b>£80.00</b>	100293
Kent Association of Local Councils	Neighbourhood Planning Workshop Invoice 5687	<b>£72.00</b>	100294
Mr S Gates	Expenses Residents parking Permits: £34.98 Councillor's Allowance: £251.00	<b>£285.98</b>	100295
Mrs A Beerstecher	Councillor's Allowance: £200.80	<b>£200.80</b>	100296
Mrs S Hartfree	Councillor's Allowance: £251.00	<b>£251.00</b>	100297
Mr K Howard-Challis	Councillor's Allowance: £251.00	<b>£251.00</b>	100298
Mr R Smith	Councillor's Allowance: £200.80	<b>£200.80</b>	100299
Mrs A Smith	Salary and Expenses Reconciliation	<b>£442.60</b>	100300
DCK Accounting Solutions	Quarterly Payroll Fee	<b>£57.60</b>	100301
HM Revenue & Customs	PAYE Tax	<b>£100.40</b>	100302
Mr J Knott	Invoice April – June 2017 Checking play area - £75.00 Village cleaning - £150 Village handyman jobs - £140	<b>£365.00</b>	100303
Streetlights	Invoice 8890 Column 13 Burntwick Drive – Replaced lamp	<b>£115.50</b>	100304
Lionel Robbins	Invoice 2017/68 Internal Audit	<b>£75.00</b>	100305

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

- a) **KALC**  
No report
- b) **Memorial Hall**  
No report

**14. Items for Information only.**

Cllr Gates was concerned that the planning system, which allows 28 days for a response to large planning applications, is not long enough to form a true opinion and this should be moved up to higher tiers of government. Cllr Beerstecher put forward that there should be more collaboration with other Councils to this end, as this Council could not do it alone.

Best Front Garden Competition is now underway.

**15. To receive agenda items for the next meeting and agree the date of the next meeting:**

Agenda items: Discuss Neighbourhood Plan

The next meeting is on Tuesday 5<sup>th</sup> September 2017.

The meeting closed at 9.15 pm.

Date

Signed:

Cllr R Smith  
Acting Chair