

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 3 February 2015 at 7.00pm in the Memorial Hall, Lower Halstow.

Present: Cllr Mick Drury (Chair); Cllr Steve Gates (Vice Chair); Cllr Chris Mayes; Cllr Steve Parker; Cllr Nigel Randell; Cllr Barry Tucker and Parish Clerk Mrs C Fordham.  
PCSO Matthew Link

*Action*

2 members of the public

1. **Apologies** Cllr R Smith (Family event); apologies were accepted

2. **Public Question Time**

The brown bin had now been delivered to the Burial Ground and it was suggested that the Compost bins should be emptied and slabs laid to take the new bins.

An enquiry was made about how to report highway faults; the Clerk explained the system.

3. **Declarations of Interest**

a) **Disclosable Pecuniary Interests**

Cllr Drury (Chair) disclosed a pecuniary interest in items 12j) ii)iii)iv) and v)

b) **Disclosable Non Pecuniary Interests.**

Cllr Randall declared a non pecuniary interest in item 8 g).

4. **Minutes of the January Meeting**

It was proposed by Cllr Mayes, seconded by Cllr Randell that the draft minutes of the January meeting of Lower Halstow Parish Council be accepted as a true record; there was one abstention and all other Councillors were in favour and the minutes were duly signed, The Chair expressed his thanks to Cllr Gates for taking the Chair at the January meeting, in his absence.

5. **Matters Arising**

A suggestion was made that the Council pursue whether it would be possible for a **Community Warden be assigned to look after Upchurch and Lower Halstow.**

*Clerk*

6. **Visitors**

a) **Report from Borough Councillor** None present

b) **Report from County Councillor** None present

c) **Report from PCSO Link** ( *this item was taken after item 2*)

PCSO Link advised that there had been a number of problems in the village: theft of a land rover, criminal damage, theft from Stables and Vehicles. His senior officer has allowed him to change shift, so that he can attend meetings more often.

7. **Decision / Actions / Proposals**

a) **Agree quotes for replacement hedge at Burial Ground**

Two outline quotes had been received from contractors. However, on discussion with the Contractor they had advised that it would be better to replace the hedge at a time when the ground could be suitably prepared ie. Weed kill and remove stumps etc. It was *Clerk* therefore agreed that the work be delayed until August. **A budget allocation would be *Clerk* made and firm quotes sought in June/July.**

b) **Emergency Plan**

The working group had met. It was agreed that the Council would plan to have an initial outline plan to show to the public at the Annual Assembly. In the meantime an article would be included in the Newsletter about the plan and asking villagers to send their details to the Clerk if they could offer help with equipment in an emergency.

*Clerk/ Working*

**The next meeting of the Working Group will be held on Tuesday 17 February at 7.00pm .**

*Party*

c) **CCTV maintenance**

**It was agreed that a further quote be obtained and further enquiries would be made into the previous contractor.**

*Clerk*

d) **Litter picking contract**

The Council had received two quotes for the work. A resident had offered to do the work at £50 a month, whilst another quote had been at least £150 a month. It was proposed by Cllr Drury, seconded by Cllr Randall that the quote for £50 a month be accepted: all were in favour.

*Clerk*

8. **Correspondence**

a) KALC email of 6.1.15 – Audit and Financial Update.

b) KALC email of 7.1.15 – distraction theft poster

c) KALC email of 7.1.15 – Flooding conference on 6.2.15

d) SBC email of 8.1.15 – LEF agenda items request

e) SBC email of 9.1.15 – Draft policy on use of Social Media.

f) KALC email of 9.1.15- Consultation on future of Kent library services. To be included in the village Newsletter

*Clerk*

g) Keith Nevols email of 11.1.15 – Lib Dem candidate for Sittingbourne offering to speak to Council. It was proposed by the Chair, seconded by Cllr Gates that the Council would not accept any offers from potential Councillors to address a meeting; there was one abstention and all other Councillors voted in favour.

*Clerk*

h) KALC email of 12.1.15 – Election awareness event in Faversham. Poster to be placed on Council notice board.

*Clerk*

i) KALC email of 13.1.15- Consultation on operator licensing systems.

j) KALC email of 13.1.15 – Local Council award scheme.

k) SBC email of 15.1.15 – advice that mobile phone reception will not be included on the Rural Forum agenda.

l) KALC of 15.1.15 – Response to DCLG on local Government provisional Finance Settlement

m) SBC email of 16.1.15 – Prospective Candidate event on 25.2

n) Spinal Charity email of 22.1.15 – Request for poster display

o) Rural Housing Alliance of 11.12.14 – Guide Brochure (Hard copy with clerk)

p) Resident email of 24.1.15 – concerns about cyclists churning up the paths on the Brickfields. The concerns were noted, but the Council felt that it was safer for cyclists to be on the Brickfields than the road.

*Clerk*

q) KALC Swale email of 26.1.15 – Minutes of December meeting.

r) KALC email of 26.1.15 – NALC newsletter

s) ARC Kent of 29.1.15 – Funding sources.

t) SBC email of 2.2.15 – Agenda for Swale Rural Forum on 10.2 at Lower Halstow

u) SBC email of 2.2.15 – Swale’s Heritage Forum

v) SBC of 23.1.15 – Installation of ANPR

w) SBC of 2.2.15 – details of contract monitoring officers.

x) KALC of 3.2.15 – Parish News. **The Clerk would investigate the new pension system.**

*Clerk*

y) Friends of the Brickfields of 3.2.15 – Quiz night.

**9, Planning**

- a) SBC of 21.1.15 – Invitation to planning briefing on 5.3.15 re costs of appeals
- b) KALC of 3.2.15 – Planning Conference and planning updates.
- c) Summaries 9.1.15, 16.1, 19.1, 21.1, 23.1

**10. Clerk’s Report**

a) The Clerk held £20 in allotment rent to be banked, and £46 from the winding up of the Pub Club. *Clerk*

c) Cllr Burgess had advised that he would be willing to pay for a salt bin. **It was agreed that the Clerk should apply for the grant and order the bin.** *Clerk*

d) The only dates available for May meeting of the Council were Fridays or Monday 18 May, if the group currently using the hall were willing to let the Council use it. The group agreed to let the Council use the hall and it was therefore agreed that the meeting **would be held on 18 May.** *Clerk*

**11. Finance**

**a) Cheques**

| Payee                                  | Description   | Amount £            | Cheque No. |
|--|---|---------------------|------------|
| L Stevens and Sons                     | Allotment rent 13/14 and 14/15                          | <b>Total 80.00</b>  | 100135     |
| Lower Halstow Memorial Hall Trust Fund | Hire of Hall Nov and Dec 14                             | 48.00               | 100136     |
|  |   | 24.00               |            |
|  |   | <b>Total 72.00</b>  |            |
| Mr J Knott                             | Litter picking and clearing leaves December and January | <b>Total 100.00</b> | 100137     |

Under the Local Government Act 1972 (Sch 2) the signing of the cheques, was proposed by Cllr Randells, seconded by Mayes; all Councillors were in favour and the cheques were duly signed.

The Clerk advised that one Councillor should be checking the bank statements against the minutes; **Cllr Gates agreed to undertake this financial monitoring.** *Vice Chair*

**12. Reports From Members**

**a) Memorial Wood**

There was a long discussion about whether the Council should allow any memorial benches on the Brickfields at all. In the end it was agreed that **a draft policy be drawn up for the Council to consider** *Clerk*

**b) Footpaths, Highways and lighting**

The Clerk was asked to report the pothole on Tuns Hill *Clerk*

**c) Burial Ground**

Mr Knott would be asked to sort out the compost bins at the Burial Ground *Clerk*

**d) Allotments**

**e) KALC**

**f) School Governor**

The extension had been finished but they were still working on the car park. An invitation would be sent to Councillors to view the extension. *Cllr Tucker*

**g) Play Area and CCTV**

**h) Mobile Phone reception**

An article would be included in the Newsletter advising residents to contact their supplier to increase pressure on suppliers. *Clerk*

**i) Newsletter/website**

Annual Assembly; Mobile Phones; Emergency Plan; Litter and dog fouling. *Clerk*

**j) Brickfields:** (*items jii) jiii), Jiv) and Jv) were taken after item 14 when the Chair had left the meeting*)

i) General Matters The gate between the brickfields and the seawall was missing *Clerk*

ii) Dock Mooring Fees It was agreed that “short term” meant 3 months.

iii) Edith May The Clerk reported that the new mooring agreement for the Edith May had been signed .

iv) Car park- planning application There was no news. *Clerk*

v) Westmoreland There had been an enquiry about whether any contribution was required re legal costs. The April 2015 minutes recorded that the Westmoreland Trust would be asked to include the legal costs in their initial funding bid. *Clerk*

**13. Any Other Business**

a) Cllr Mayes reported that he had asked the Southern Water to secure the drain cover on the Gibbs Amenity Area; there had been a sewage leak during the month.

b) The Clerk was asked to contact the Highways engineer again about sight lines at the end of Burntwick. *Clerk*

c) An additional item about a strategic plan would be included on the next agenda *Clerk*

**14. Date of Next Meeting**

The next meeting of Lower Halstow Parish Council will be held on Tuesday 3 March at 7.00pm in the Memorial Hall, Lower Halstow.

The meeting closed at 8.50.

Date:

Signed:

Cllr M Drury  
Chair