

**Minutes** of the Monthly Council Meeting of Lower Halstow Parish Council held in the Memorial Hall at 7.00 pm on Tuesday 5<sup>th</sup> November 2024.

Present: Cllrs: K Howard-Challis (Chair); T Portman; A Smith; P Lawrence and Mrs A I Smith (Clerk)  
In attendance: Cllr Baldock (KCC) and 5 Members of the public:

1. To receive **Apologies for absence.**

Cllrs Szabo and Groves

2. To receive any **Declarations of Pecuniary or Non Pecuniary Interest**, and any Applications for Dispensation on Agenda Items. (Requirement of the Localism Act 2011.)  
None.

3. **Public session**

Mr Froggatt requested permission to conduct a Memorial Service at the Memorial Wood for the 11<sup>th</sup> November, starting at 10.45am. Children from Lower Halstow Primary School have been invited. The Parish Council has already purchased poppy wreaths for this and the Service at the Church. Cllr Portman will attend.

It was raised that two dog waste bins have been removed from the Brickfield entrances. The Brickfields are a very popular spot for dog walkers, including professional dog walkers. Mr Smith kindly keeps the dog waste stations topped up with bags for the Parish Council and therefore has good knowledge of the amount that the Brickfields are used for this purpose. Without the bins to take the waste, it will soon be a health hazard and he asked that the Parish Council pressure Swale Borough Council to replace the bins as they are heavily used by responsible dog owners.

The condition of the dock apron was brought to the attention of the Parish Council. It will need repairs in the near future. Could the Council earmark some money to put towards the repairs? St Margaret's Church have just released a new booklet to mark the centenary of the Reverend Olive who was a particularly important vicar. It is £4.00 a copy. Information for publication on the website will be emailed over.

4. **Visitors.** Reports or comments from:

a) KCC Councillor

Cllr Baldock replied in respect of the removal of the dog waste bins. Swale Borough Council have cut costs and are rationalising the bins. There was a list in the early part of the year, but there was a technical error inasmuch that it did not indicate what was being removed. Consequently, it was not expected. The ones initially removed were next to a normal litterbin, but others have been taken away in a second wave.

There is a website in respect of social isolation and loneliness. Parish Clerks will be able to post directly onto it using a hashtag. To populate the website information is required regarding regular events in the parish that people are welcome to go attend. Contact details will be needed.

b) SBC Councillor

None

c) Police Officer

d) No report

e) Friends of the Brickfields

Unfortunately, the last three meetings have been cancelled. They have had a quote regarding a ditch to go alongside the reed bed. It is hoped that they will have another meeting soon.

5. **To resolve the Minutes**

a) It was resolved that the Minutes of the Monthly Parish meeting held on 1<sup>st</sup> October 2024 are a correct record and were signed accordingly.

6. **To discuss any planning applications received between producing the agenda and this meeting.**

There was none.

7. **Matters Arising**

- a) Cllr Lawrence visited the property in Heron Close. It is not clear who owns the land in question, but there is a horse on it. The trees are not overhanging the house in Heron Close. Cllr Howard-Challis and Cllr Smith think they know who owns the land and will look into it.  
**Action: Cllrs Howard-Challis and Smith**
- b) Cllr Portman would like to plant two more trees on the Recreation Ground and one or two near the blue bench on Gibbs Amenity area. It was agreed to go ahead.  
**Action: Cllr Portman**

**8. Finance**

- a) It was proposed by Cllr Howard-Challis and seconded by Cllr Portman to purchase a gov.uk domain name and to include emails and storage. Agreed Unanimously.  
**Action: Clerk**
- b) It was proposed by Cllr Howard-Challis and seconded by Cllr Portman to go ahead with the QR code for the Brickfield sign. Agreed Unanimously.  
**Action: Clerk**
- c) It was proposed by Cllr Howard-Challis to approve the Local Government Services Pay agreement 2024 to include back pay to April 2024, seconded by Cllr Smith. Agreed Unanimously.  
**Action: Clerk**

**9. To receive reports on the following:**

- a) **Parks & Leisure and Planning**  
Deferred.
- b) **Footpaths and Burial Ground**  
No report.
- c) **Hedgerow Maintenance**  
The hedge that has recently been planted at Westfield Car Park needs a trim of about a metre, so that it will bush up. It is affecting two or three of the car park spaces. The Clerk will contact a contractor to do the work.  
**Action: Clerk**
- d) **Allotments**  
Deferred
- e) **Parish Highways Plan**  
The Parish Council has spent a lot of money on the 20mph zone and the work that has been done is disgraceful. It has been a struggle for two years to get what has been paid for and is still not resolved. Cllr Baldock advised that complaints should be sent to the Cabinet Member at KCC, together with Swale Borough Council. Cllr Baldock asked if the Clerk could send copies of the invoice and dates of payment. A village sign has also disappeared from the boundary in The Street.  
**Action: Clerk**
- f) **Brickfields and Seawall**  
The rough sleeper has now been moved on together with her cat. The Parish Council were disappointed with the lack of communication by some members of the community who were assisting the rough sleeper seek alternative accommodation.

**10. Clerk's Report**

Payments received during August totalled £3430.06. £1393.44 from payments for the Wharf, £137.50 allotments rents, £100.00 car park at Westfield, £353.00 grant from KCC for the signage at Heron Close and £1466.45 VAT refund.

The donation to the Village News towards printing costs was gratefully received and the Parish Council has sponsored the Scarecrow Trail, run by the Friends of Lower Halstow Primary School.

Peter Froggatt has kindly organised a Service of Remembrance at 10.45 in the Memorial Wood and poppy wreaths have been purchased from the Royal British Legion.

The rough sleeper on the Brickfields has been transferred to safe accommodation together with her cat.

The bank balance as of 31<sup>st</sup> October 2024 is: £76,864.08

**11. Items for information only:**

- a) Items for Website and Village News.  
To advertise the remaining allotment plots and that dog waste can be put in normal litterbins.
- b) To receive agenda items for the next meeting  
Strimmers.

The meeting closed at 19.45 hours

**Date of next meeting:** 3<sup>rd</sup> December 2024

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## Payments November 2024

Payee	Description	Gross Amount £	VAT £	Cheque No/Bank Payment
Mrs A I Smith	Clerk's Expenses and Salary	968.21		106012145
Mr M Tidy	Village Cleaning	229.90		293886157
Intelligent Facility Services Ltd	CCTV SIM Service Invoice: 10174	30.00	5.00	619780214
DCK Payroll Solutions	Payroll Services Invoice: 24774	36.00	6.00	416526216
Lower Halstow Memorial Hall Trust	Hall Hire Invoice: 1013820	32.50		143778175
Business Stream	Water Services Invoice: 6179965	82.89		642774615
L Stevens & Sons	Rent for Westfield Car park and allotments Invoice 0707	200.00		181689539
Defib Shop	New Pads for Defibrillator	180.00	30.00	493199347
Friends of Lower Halstow School	Scarecrow Trail Sponsorship Invoice: LHST01	50.00		59943483

EDF Electricity Unmetered Supply DD

£364.91 (VAT: £17.38)

**Lloyds Multipay Breakdown of DD 11 November 2024:**

Swale Borough Council Garden Waste Subscription Renewal

Reference: 7173228

59.00

Royal British Legion Poppy Wreaths

£40.00

Service Charge

3.00

**Total:****£102.00****Standing Order 1<sup>st</sup> November** Crescent Digital Marketing

£25.00

**Date:****Signed:**

**Cllr. K Howard-Challis**  
**Chair**