

Minutes of the meeting of Lower Halstow Parish Council held on Tuesday 2<sup>nd</sup> January 2018 at 7.00 pm in the Memorial Hall, Lower Halstow.

Present: Cllr Rob Smith (Chair); Cllr Keith Howard-Challis; Cllr Steve Gates; Cllr Steve Parker; Cllr Rod Dadson; Swale Borough Cllrs: Dewar-Whalley and Stokes; Parish Clerk Mrs A Smith; and 5 members of the public were in attendance

The Chair welcomed everyone and stated that the meeting was being recorded for the purposes of the Minutes.

**1. Apologies**

Apologies were received from: Cllrs Beerstecher and Hartfree, KCC Cllr Mike Whiting and PCSO John Cork.

**2. Declarations of Interest**

a) Disclosable Pecuniary Interests

None.

b) Disclosable Non-Pecuniary Interests

None.

**3. Public Session**

There was a comment from a resident that during the recent cold snap the gritters had come down Breach Lane, but were not spreading any grit.

A resident gave thanks for Church path being kept cleared during the Christmas period and was pleased to see the salt bins that have been placed near the bottom of Basser Hill.

Another resident passed on thanks for the Christmas Tree lights, also that as a village it would be a good idea to start thinking of what can be done to mark the end World War One in November of this year.

**4. Visitors reports or comments**

a) SBC Councillor:

Cllr Stokes had no report. Cllr Dewar-Whalley has some money left for grants but any application would need to be done soon.

b) KCC Councillor:

Cllr Whiting provided a summary report, which had been circulated by email to the Parish Councillors.

c) PCSO:

There will be further surgeries being held on 23<sup>rd</sup> February and 29<sup>th</sup> March 2018. The Chair gave thanks to Kay Howard-Challis for liaising with the PCSO and organising the surgeries.

d) Friends of the Brickfields:

No report.

**5. To agree Minutes of December meeting**

The draft minutes of the meeting of Lower Halstow Parish Council held on 5<sup>th</sup> December 2017 were accepted as a true record. The minutes were duly signed.

**6. Planning Applications**

17/506296/FULL Conversion of existing garage into habitable space and alterations to fenestration – 8 Heron Close. No comments.

**7. Planning Appeal Decisions**

None.

**8. To discuss and agree action on the following:**

a) Allotments rent/deposit – deferred until the next meeting;

b) Bund for Gibbs Amenity area; - deferred until the next meeting;

c) WW1 Memorial Beacon; a quote for has been received for approximately £1400; another quote is still awaited. A site visit will be arranged. A steering group will be formed from Friends of the Brickfields, St Margaret's Church and the Parish Council.

d) Constitution for Friends of the Brickfields – suggestions and comments on the draft; - deferred until the next meeting.

e) Grants for roundabout bearing; Cllr Dewar-Whalley requested a copy of the quote.

**Action: Clerk**

- f) 2018/19 Precept and Budget; It was proposed by Cllr Howard-Challis and seconded by Cllr Dadson to increase last years precept by 2.7% (the rate of inflation); carried by majority, there was one abstention. It was suggested by Cllr Dewar-Whalley that a finance committee is set up to agree a budget for future years.
- g) Tree Inspection Report; One quote has been received another quote will be sought for the items that need action within 3 months.

**Action: Clerk**

- h) Kent Mineral Sites Plan Options – Consultation; Deferred until the next meeting.

**9. Review of Action List items and reports from members on the following:**

**a) Brickfields:**

The Parish Council would like a site meeting with Kent Fire & Rescue Service in respect of the firebreak.

**Action: Clerk**

**b) Parks and Leisure**

No report.

**c) Docks and Barges**

No report.

**d) Burial Ground & Allotments**

The large bramble in the burial ground has been cut back.

**e) Footpaths, Highways, Lighting**

The clerk has made enquiries in respect of softer LED streetlights and costs. Currently, there has been no response.

**10. To acknowledge reports on meetings attended on behalf of the Parish Council:**

a) KALC; the next meeting is 12<sup>th</sup> March 2018.

b) Memorial Hall Rep;

A comment had been received to say how nice the new kitchen is.

c) Cllr Smith attended the meeting in respect of the consultation on flooding and reported that it is proposed that the brickfields flood defence will not be maintained. The consultation is continuing until 5<sup>th</sup> February 2018. Cllr Gates proposed that the Parish Council object on the grounds the Brickfields are of value as an amenity area and environmental habitat.

**Action: Clerk**

**11. To receive Clerk's report to include:**

**Correspondence received not covered elsewhere in the meeting;**

**To note payment received since last meeting;**

**To authorise invoices for payment – See Cheque list.**

a) Correspondence:

Guidelines in respect of Firebreak received from Kent Fire & Rescue Service.

b) The Clerk has paid in £431.50 in Allotment rents and Burial Ground Fees.

c) The bank balance is £64338.93

**12. Items for information only**

Zig-zag lines outside the school are non-existent. The Clerk will report it.

a) Items for Village News and Website:

The locks for the Brickfields gates will be changed on 1st March 2018.

**13. To receive agenda items for next meeting and agree date of next meeting**

Possible extension for Westfield Car Park

The next meeting will be held on 6<sup>th</sup> February 2018.

The meeting closed at 20.12 pm

## Cheque List

<b>Payee</b>	<b>Description</b>	<b>Amount</b>	<b>Cheque No.</b>
HMRC	PAYE Tax (Cllr S Parker)	<b>50.20</b>	100333
R Smith	Travel Expenses	<b>£22.95</b>	100334
S Parker	Councillor Allowance	<b>200.80</b>	100335
J Knott	Play Area Check - £75.00 Village Cleaning - £150.00 Handyman jobs - £70.00	<b>£295.00</b>	100336
Lower Halstow Memorial Hall Trust Fund	Hire of Hall	<b>£24.00</b>	100337
Mrs A I Smith	Salary & Expenses Reconciliation July – Dec 2017	<b>£343.80</b>	100338
Grandview Gardens Ltd	Tree maintenance – Street Amenity Area Invoice – Si-820	<b>£1680.00</b>	100339
Commercial Services	Annual Tree Safety Inspection November 2017 Invoice – C191128	<b>£1172.40</b>	100340
Commercial Services	Second Half Yearly charges Grounds Maintenance 2017	<b>£1345.31</b>	100341
DCK Accounting Solutions	Payroll Services Invoice P0754	<b>£48.00</b>	100342

Date

Signed:  
Cllr R Smith  
Chair