

HIGH HALSTOW PARISH COUNCIL**MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 18 SEPTEMBER 2013
AT THE MEMORIAL HALL, THE STREET, HIGH HALSTOW AT 8.00 pm**

PRESENT:	Cllr George Crozer	Chairman	
	Cllr Stuart Bailey		
	Cllr Josh Gordon		
	Cllr Gary Jerreat		
	Cllr Mrs Lesley Munday		Except item 10a(iii)
	Cllr Gary Thomas		Except item 10a(iii)
	Cllr Mrs Chris Watson		
	Mrs Roxana Brammer	Clerk	
In attendance	Carl Adams	Action with Communities in Rural Kent	
	3 members of the public		

Before opening the meeting, the Chairman introduced Carl Adams of Action with Communities in Rural Kent. Mr Adams gave a presentation on Neighbourhood Plans, which were all about development and Parish Plans, which were an evaluation of what already existed and what was needed. This might include development, but was not restricted to it. After a question and answer session, the Chairman thanked Mr Adams for his presentation and opened the meeting.

Item no	<i>Action point</i>
<i>Minute no 2013/14/</i>	

1 APOLOGIES FOR ABSENCE

178 Apologies for absence were received from

Cllr Martin Andrews	At work
Cllr Ray Collins	On holiday

It was proposed by Cllr Mrs Munday seconded by Cllr Mrs Watson and agreed these apologies be accepted.

2 DECLARATIONS OF INTEREST

179 Cllrs Thomas and Mrs Munday declared personal interests in items 5a(iii) and 10a, Recreation Hall and pecuniary interests in item 7c, as members of the Management Committee.

3 MINUTES OF THE MEETING HELD ON 10 JULY 2013

180 It was proposed by Cllr Gordon, seconded by Cllr Mrs Watson and agreed that the minutes of the meeting held on 10 July 2013 be signed as a true record.

4 MATTERS ARISING

181 No matters were raised.

5 PLANNING

a Applications

- 182 **i MC/13/2108:** 20 Cooling Road: An application for a Lawful Development Certificate (proposed) for the conversion of existing integral garage to living accommodation

Cllr Jerreat said this application was no longer on Medway Council's website and appeared to have been withdrawn.

- 183 **ii MC/13/2104:** The Anchorage, Christmas Lane: Proposed installation of planter and railings to existing flat roof rear projection to facilitate balcony

No objection

- 184 **iii MC/13/1749:** The Helmet, Sharnal Street: Demolition of existing dwelling and ancillary building and construction of a 4-bedroomed dwelling with associated 1-bedroomed ancillary building and associated parking

After discussion it was agreed to comment as follows:

High Halstow Parish Council is in favour of this application and draws the Local Planning Authority's attention to the support from neighbours.

- 185 **iv MC/13/1937:** Toiler's Croft, Sharnal Street: Construction of part two/first floor rear extension with alterations to roof on remaining single storey rear extension

No objection.

186 **Out of Time**

The response to the out of time application as listed on appendix A was ratified.

187 **c Decisions**

The decisions as listed on Appendix A were received.

188 **d Appeals and Other Matters**

The appeal decision as listed on appendix a was ratified.

189 **e Licensing Applications**

None.

6 FINANCE

190 **a Bank Balances**

The bank balances as listed in Appendix B were noted.

191 **b Cheques Signed since the Last Meeting**

The cheques signed since the last meeting as listed on appendix B were ratified.

192 **c Accounts for Payment**

It was proposed by Cllr Gordon, seconded by Cllr Thomas and agreed that the accounts for payment as listed in Appendix B be paid (cheques 100587-100592), with the addition of £320, PFK Littlejohn LLP (cheque 100593), £936.60, Cobham Marquees (100594); £500, Matthew Brown (100595); £129, R Millsom (100596) and £92.58, Joanne Mitchell (100597).

193 **d Audit**

It was noted the audit for the year 2012/13 had been successfully concluded.

7 GRANT APPLICATIONS

194 **a Victim Support**

It was proposed by Cllr Crozer, seconded by Cllr Mrs Munday and agreed a grant of £50 be made under S137 of the LGA 1972 (cheque 100598).

8 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY

a Recreation Ground

195 i. General Matters. The fence at the end of the all-weather path was broken. It was agreed to ask Cllr Collins to contact Meopham Fencing when he had returned from holiday.

196 ii. Football. The Clerk reported the football club had signed the agreement. The goals had been ordered and delivered. They would install them free of charge. The Clerk was requested to confirm the credentials of the person installing them and obtain sight of his insurance certificate. If this was not forthcoming, she was asked to obtain a quotation from Turfsoil.

197 iii. Portable skateboard facility. Cllr Mrs Watson had sourced a portable half-pipe skateboard facility. Cllr Crozer said a half pipe was about £3,500. The question remained of where it could be sited. After discussion, it was agreed to defer the matter to a future meeting.

198 **b Play Park and Outdoor Gym**

Cllr Mrs Watson reported on the RoSPA report. All items were low risk.

199 **d Allotments**

Cllr Mrs Watson reported that all plots were taken.

200 **e Forge Common**

In Cllr Collins's absence, there was no report.

f Village Grounds Maintenance

201 i. General Matters. Nothing to report.

202 ii. Increase from 1 April. It was proposed by Cllr Thomas, and seconded by Cllr Mrs Munday that an increase of 2.9% for the year 2013/14 be agreed. The motion was passed by 5 votes for and 2 against.

- 203 iii. Car park. Turfsoil had quoted £435 to remove the large shrub in front of the mosaic and turf. This was proposed by Cllr Thomas, seconded by Cllr Mrs Munday and agreed. The posts would be replaced when the builders had vacated the car park.
- 204 iv. Fence, Topley Drive. This was in progress.
- 205 v. Churchyard. Turfsoil had quoted £380 per cut to mow the churchyard. This could be incorporated into the tender for 2014/15. Cllr Thomas volunteered to speak to the Parochial Church Council about it.

9 HIGHWAYS & TRANSPORT

206 a Public Rights of Way

In Cllr Collins's absence, there was no report.

207 b Street Cleaning

The Clerk reported that both street cleaners had booked the following week as holiday and consequently there would be no street cleaning for the week beginning 23rd September.

208 c Tree Warden

In Cllr Collins's absence, there was no report.

209 d Clarke's Coaches

There had been no response from Clarke's Coaches about the problems experienced by the residents of 1 Harrison Drive. The Clerk would chase this up.

210 e Parking

Cllr Mrs Munday said that a resident of Christmas Lane had complained that builders were parking across her drive. She had been in touch with Medway Council about it. There was parking on the pavements in Willowbank Drive, making it dangerous for people with prams and the disabled. It was agreed to put an article about considerate parking in High Halstow Times.

10 HALLS

a Village Hall

- 211 i. General Matters. Cllr Thomas reported phase 2 was almost finished. The hire charges had been reviewed and the Parish Council would be able to hold 3 meetings a year free of charge. They were now working towards phase 3.
- 212 ii. Car Park. Cllr Thomas said that the building inspector might ask for car park markings by the fire doors.
- 213 iii. Funding. Cllr Thomas explained that there was an outstanding invoice from the builders but not all the grant funding had been received. He asked on behalf of the Hall Committee that the Parish Council lend the Committee money to enable them pay the builder. Cllrs Thomas and Mrs Munday then left the room.

A discussion followed, during which the Clerk outlined the cash flow problems this would cause for the Parish Council. It was then proposed by Cllr Bailey, seconded by Cllr Gordon and agreed a loan of up to £40,000 be made if required.

Cllrs Thomas and Mrs Munday returned to the meeting.

214 **b Memorial Hall**

In Cllr Collins's absence, there was no report.

11 YOUTH

215 **a Youth Club**

Cllr Mrs Munday had nothing to report.

216 **b Youth Provision**

Nothing to report.

12 RURAL LIAISON COMMITTEE

217 **a Representative's Report**

In Cllr Collins's absence, there was no report.

b Rural Liaison Grant Projects

218 i. Village Hall. Cllr Thomas said he had applied for £5,000, but had not heard anything.

219 ii. Football Goals. The Clerk would make an application for the cost of the goals.

13 KALC/MEDWAY AREA COMMITTEE

220 **a Representatives' Report**

No meeting had been held.

14 POLICE LIAISON

221 **a Police Liaison Representative's Report**

In Cllr Andrews's absence, there was no report.

15 COMMUNICATION

222 **a Surgery**

Cllr Mrs Watson reported two surgeries had been held since the last meeting. Residents had raised the matter of the skateboard facility and the parking on The Street opposite Longfield Avenue, which caused problems for drivers turning in and out of Longfield Avenue. This was discussed and it was agreed to ask the Medway councillors what could be done and if the smart car could attend. There had also been a question about the route of buses when part of Britannia Road was closed. It was believed buses for Grain would turn round in Valentine Drive and go back through the village to Sharnal Street. A resident had complained she was being harassed about her garden and Cllrs Mrs Watson and Jerreat were trying to put her in touch with the PCSO.

223 **b High Halstow Times**

Cllr Thomas said the issue was now back in the hands of the editor for printing. He apologised for the issue being late.

224 c **Web Site**

Cllr Thomas said he was trying to catch up with updating the website.

16 **COMMUNITY ACTIVITIES**

225 a **Project 90**

The next Project 90 would be held the following month.

226 b **Party in the Park**

This would be held the following Saturday. Cricket would start at 10 am and the stalls would be open from 12 noon.

17 **HIGH HALSTOW PRIMARY SCHOOL**

227 Nothing to report.

18 **RELIEF IN NEED**

228 Nothing to report.

19 **FRIENDS OF ST MARGARET'S**

229 The next event would be the Christmas Tree Festival.

20 **UNREGISTERED LAND**

230 Ongoing.

21 **NEIGHBOURHOOD PLAN**

231 Following the presentation given by Carl Adams of Action with Communities in Rural Kent prior to the commencement of the meeting, it was acknowledged that a Parish Plan was more suitable for the village. No decision was taken and the item would be deferred to the next meeting.

22 **CONSULTATION**

232 No documents received.

23 **CORRESPONDENCE**

233 None.

24 **REPORTS & CIRCULARS**

234 The reports and circulars as listed on the agenda were received.

25 **ANY OTHER BUSINESS**

235 a **Mrs Follett**

Cllr Crozer reported that Dennis Follett's wife had died. Condolences were expressed by councillors.

236 **b 100th Anniversary of World War I**

Cllr Thomas reminded members that 2014 was the 100th anniversary of the start of the first World War.

The Chairman suspended the meeting for the public session.

Mrs Aldrich referred to the caravans parked on the Ratcliffe Highway, which were in Hoo St Werburgh parish. The Clerk had been informed these were for seasonal workers and would be removed at the end of the fruit picking season. Mrs Aldrich said there were a lot of planning breaches and these were being dealt with.

The Chairman thanked the councillors and members of the public for attending and closed the meeting at 10.20 pm

SignedChairman

On theday of2013