

**HIGH HALSTOW PARISH COUNCIL****MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 14 OCTOBER 2015 AT THE MEMORIAL HALL, THE STREET, HIGH HALSTOW AT 8.00 pm**

<b>PRESENT:</b>	Cllr George Crozer	Chairman	In the chair items 1 - 24
	Cllr Gary Jerreat		In the chair items 25, 26
	Cllr Ray Collins		
	Cllr Bill Khatkar		
	Cllr Carl Mitchell		
	Cllr Mrs Christine Watson		
	Cllr Brian Williams		
	Mrs Roxana Brammer	Clerk	
In attendance	Mr Steve Joyce	First Responder	
	Mr Gary Burke	Alzheimer's Society	
	6 members of the public		

**Item no** *Action point*  
Minute no 2015/16/

**1 APOLOGIES FOR ABSENCE**

204 An apology for absence was received from:

Cllr Stuart Bailey                      At work

It was proposed by Cllr Collins, seconded by Cllr Mrs Watson and agreed this apology be accepted. An apology for early departure was received from Cllr Crozer.

**2 DECLARATIONS OF INTEREST AND MEMBERS' REGISTER OF INTERESTS**

205 Cllr Mitchell declared a possible conflict of interest in item 16b as his company printed the High Halstow Times.

**3 MINUTES OF THE MEETING HELD ON 9 SEPTEMBER 2015**

206 It was proposed by Cllr Collins, seconded by Cllr Mitchell and agreed that the minutes of the meeting held on 9<sup>th</sup> September 2015 be signed as a true record.

**4 MATTERS ARISING**

207 None.

**5 UPDATE FOR COUNCILLORS NOT PRESENT AT A MEETING**

208 Cllr Williams referred to the circulation of the draft minutes with the agenda for the next meeting and said that he thought it was a long time to wait to find out what happened at the meeting. The subject was discussed and it was agreed that councillors needing an update should contact the Clerk.

## 6 PURCHASE OF DEFIBRILLATOR

209 The Chairman suspended the meeting and invited Steve Joyce to speak.

Mr Joyce said he recommended the IPAD by Wellmedical at a cost of £1,295, but this would be reduced to £841 if it was purchased in conjunction with the ambulance service. He recommended a lockable cabinet which would be £590. The siting was discussed and it was agreed to site it at the Memorial Hall.

The Chairman thanked Mr Joyce for his advice and reconvened the meeting.

It was then proposed by Cllr Crozer, seconded by Cllr Williams and agreed that the purchase of a defibrillator as recommended by Mr Joyce go ahead.

The Chairman then suspended the meeting to allow Mr Gary Burke to speak.

Mr Burke said that he was a volunteer for the Alzheimer's Society, raising awareness. There were 850,000 sufferers in the UK. It was not necessarily a disease of the elderly, a proportion of sufferers were under the age of 65. Dementia friends ran information sessions, which were interactive and took 45 minutes.

The Chairman thanked Mr Burke and reconvened the meeting.

## 7 PLANNING

### a Applications

210 i **MC/15/2610:** Southview, Sharnal Street: Construction of new boundary fence, wall and gate to front

No objection

211 ii **MC/15/3194:** Sandhurst Farm, Sharnal Street: Replacement fencing to front

No objection

212 iii **MC/15/3230:** 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 (resubmission of MC/15/1773)

No objection.

213 iv **MC/15/3441:** Notre Songe, Cooling Road: Lawful development certificate (proposed) for the construction of a conservatory to side (demolition of existing conservatory to side)

No objection.

214 v **MC/15/2978:** land adjacent to 47 Eden Road: Variation of condition 2 to allow a minor material amendment to planning permission MC/15/0004 - for demolition of existing garage and provisions of an extra parking space and alterations to approved elevational detail

No objection.

215 **b Decisions**

None notified

**c Appeals and Other Matters**

216 **i Fence, Gypsy Way**

This had been reported to enforcement. So far no feedback had been received.

217 **d Licensing Applications**

None.

**8 FINANCE**

218 **a Bank Balances**

The bank balances as listed in Appendix B were noted. It was reported that £13,401.30 had been received since 1<sup>st</sup> October from Medway Council for the greenspaces contract for the current year. This was the same as for 2014/15.

219 **b Payments made since the Last Meeting**

None

220 **c Accounts for Payment**

It was proposed by Cllr Collins, seconded by Cllr Mitchell and agreed that the accounts for payment as listed in Appendix B be paid (cheques 100800-100806), with the addition of £330, R H Osenton (100807).

221 **d Finance Committee Meeting**

It was agreed a meeting of the Finance Committee would be held on Wednesday 29<sup>th</sup> October in the Memorial Hall at 8 pm.

**9 GRANT APPLICATIONS**

222 None.

**10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY**

223 **a Recreation Ground**

Cllr Williams asked about keys. Cllr Khatkar said he would email Cllr Crozer.

224 **b Playpark**

- i. General Matters. Nothing to report.
- ii. Half Pipe. The Clerk reported on a meeting with representatives of the

manufacturer and Mr Robertson. Park Leisure's representatives would return to their factory and consider options discussed with Mr Robertson. They stated however that any alterations would only be considered if they did not compromise the basic structure.

iii. RoSPA Report. Cllr Williams said he had begun to go round tightening the bolts. The Clerk had discussed the swing seats with Park Leisure. Both the cradle seats and flat seats needed replacing. These could be delivered to a local installer, who would also be able to deal with the wet pour. The actual report had not been available. Cllr Mrs Watson said that the missing sign had been mentioned in the report. It was agreed the sign should not be replaced but that Turfsoil be asked to remove the posts.

225 c **Allotments**

Turfsoil had been asked to apply weedkiller to the two vacant plots and this would be done at the same time as the final weedspray of the roads.

226 d **Forge Common**

Cllr Collins reported that the hedges had been cut and the ragwort should be sprayed again. Cllr Crozer asked about the 10 year plan. Cllr Collins said he had lent it to a former parish councilor some years previously and it had never been returned.

227 e **Village Grounds Maintenance**

Cllr Jerreat reported that some of the grass had been missed at Ruggles Close and Valentine Drive.

10 **HIGHWAYS & TRANSPORT**

a **Public Rights of Way**

228 i. General matters. Nothing to report.

229 ii. Path Ruggles Close to The Street, across Recreation Ground. Cllr Williams said that he had received some feedback in that the majority were pleased with the way it was settling in, but there had been some complaints about the surface at the hall end where the stones were bigger and the difficulties with pushchairs and wheelchairs. He proposed that Medway Council be asked to tarmac the sections from The Street to the alley and from the alley to Ruggles Close. There would always be a flooding issue along the alley due to the fall of the land and it was better that this remained as it was. This was seconded by Cllr Mrs Watson and agreed.

230 b **Street Cleaning**

Nothing to report.

231 c **Tree Warden**

Cllr Collins said that some of the trees on the Recreation Ground had died and asked whether they should be replaced. He would also inspect the big tree near the new path.

232 **d School Crossing**

It was understood from Mrs Peek that the PTA had followed this up and that plans were out for consultation until October 19<sup>th</sup>. The Parish Council had not been included in this consultation and the Clerk would ask for an extension to the next meeting.

233 **e Bus Shelters**

Cllr Williams said that the working party had met. They were waiting for prices.

234 **f Speed Watch**

The information from Cllr Freshwater was discussed. Cllr Crozer explained this had been evaluated some years before. After discussion it was agreed a speed indicator device might be more appropriate.

**12 HALLS**235 **a Recreation Hall**

Cllr Collins reported they were pressing the architect for the next phase. The Committee wanted to put up a plaque to recognise the fact that the refurbishment had been part funded by the Parish Council.

236 **b Memorial Hall**

A letter of complaint about a noisy incident in relation to the storage shed rented by the Parish Council had been received from the next door neighbour to the hall. Cllr Crozer said he would visit the residents and apologise for the incident.

**13 RURAL LIAISON COMMITTEE**237 **a Representative's Report**

Cllr Collins reported on the last meeting. There had been a report from the police, which had included motor bikes and drug use. There had been an increase in equine related thefts. The Rural Leader Development Programme was a fund which could be applied for, provided a job was created.

**14 POLICE LIAISON**238 **a Police Liaison Representative's Report**

Nothing to report.

**15 KALC/MAC**

239 Nothing to report.

**16 COMMUNICATION**

240 a **Councillors' Surgery**

Cllr Mrs Watson said nothing in particular had been raised.

241 b **High Halstow Times**

Cllr Mitchell said the results of the calendar competition would be announced the following month.

242 c **Web Site**

Nothing to report.

**17 COMMUNITY ACTIVITIES**

243 Nothing to report.

**18 YOUTH**

244 a **Youth Club**

The Chairman suspended the meeting to allow Chris Peek to speak.

Mrs Peek said that the club had been visited by three councillors and the Clerk. Cllr Mrs Watson had judged the pumpkin competition.

The Chairman thanked Mrs Peek and reconvened the meeting.

**19 HIGH HALSTOW PRIMARY SCHOOL**

245 Cllr Mrs Watson thanked those who had joined the school lottery. She would be attending the next meeting of the school council.

**20 FRIENDS OF ST MARGARET'S**

246 Nothing to report.

**21 RELIEF IN NEED**

247 In Cllr Bailey's absence, there was no report.

**22 CONSULTATION**

248 No documents received.

**23 CORRESPONDENCE**

249 None.

**24            REPORTS & CIRCULARS**

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

**25            ANY OTHER BUSINESS**

251        a        **Public Conveniences**

Cllr Williams asked about the maintenance of the public conveniences. He was informed that they were leased to Medway Council, whose facilities management company, Medway Norse, looked after them.

**PUBLIC SESSION**

The Chairman suspended the meeting to enable members of the public to speak.

The matter of the lack of doctors attending the local surgery was raised. Various stories were circulating about the absence of a doctor.

The Chairman thanked the members of the public for attending and reconvened the meeting. He gave his apologies for early departure and left the meeting. In the absence of both the Chairman and Vice-chairman, it was proposed by Cllr Mrs Watson, seconded by Cllr Mitchell and agreed Cllr Jerreat take the chair.

**26            RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC**

252            It was proposed by Cllr Collins, seconded by Cllr Mitchell and agreed the press and public should be excluded for the following item on the grounds it concerned named members of staff.

**27            PERSONNEL COMMITTEE**

253            Cllr Jerreat gave a verbal report on the Personnel Committee meeting held on 13<sup>th</sup> October. A staff meeting with the street cleaners would be held and they would be issued with updated contracts of employment. The Committee recommended an extra day's holiday annually after 10 years' service, up to a maximum of 25 days plus 8 national holidays. This was proposed by Cllr Jerreat, seconded by Cllr Mrs Watson and agreed. The Committee also recommended that the Clerk move to LC2 level 3 on the national pay scales, spinal points 35 – 38, starting at point 35, backdated to 1<sup>st</sup> August. This was proposed by Cllr Jerreat, seconded by Cllr Khatkar and agreed.

The meeting closed at 10.40pm.

Signed .....Chairman

On the .....day of .....2015