

**HIGH HALSTOW PARISH COUNCIL****MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 8 NOVEMBER 2017 IN THE MEMORIAL HALL, THE STREET, HIGH HALSTOW AT 8.00 pm**

**PRESENT:** Cllr George Crozer Chairman  
 Cllr Martin Andrews  
 Cllr Mrs Linda Atkinson  
 Cllr Ray Collins  
 Cllr Gary Jerreat  
 Cllr Bill Khatkar  
 Cllr Michael O'Hanlon  
 Cllr Mrs Christine Watson  
 Cllr Brian Williams

Mrs Roxana Brammer Clerk

In attendance 4 members of the public

**Item no** *Action point*  
 Minute no 2017/18/

**1 APOLOGIES FOR ABSENCE**

298 All present.

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

299 Cllr Mrs Atkinson declared a personal interest in item 5a(ii), planning application for 3 Goodwood Close., as she was acquainted with the applicant.

**3 MINUTES OF THE MEETING HELD ON 11 OCTOBER 2017**

300 It was proposed by Cllr Mrs Atkinson, seconded by Cllr Collins and agreed that the minutes of the meeting held on 11<sup>th</sup> October 2017 be signed as a true record.

**4 MATTERS ARISING.**

301 No matters were raised.

**5 PLANNING****a Applications**

302 i **MC/17/3452:** The Barn, Buckhole Farm, Cooling Road: Conversion of an existing barn to a residential dwelling

No objection.

303 ii **MC/17/3675:** 3 Goodwood Close: Construction of a dormer window to rear and installation of roof lights to front to provide additional living accommodation within roof space

Cllr Mrs Atkinson said she understood that a neighbour was objecting. Cllr Jerreat said he had not been able to look at the application and it was agreed he look at the proposal and contact councillors for a response to be sent.

304 **b Decisions**

The decisions as listed in Appendix B were received.

**c Appeals and Other Matters**

305 **i Neighbourhood Plan**

The Clerk reported that she had attempted to contact the Chairman of Cliffe and Cliffe Woods Parish Council several times to speak about their experience. She had offered 3 dates but had had no response. She would try again through their clerk.

**6 FINANCE**

306 **a Bank Balances**

The bank balances as listed in Appendix B were noted.

307 **b Payment Made since the Last Meeting**

It was proposed by Cllr Khatkar, seconded by Cllr Collins and agreed the payment made since the last meeting as listed on Appendix B be ratified.

308 **c Accounts for Payment**

It was proposed by Cllr Khatkar, seconded by Cllr Collins and agreed that the accounts for payment as listed in Appendix B be paid (cheques 100984-100987), with the addition of £72, Kent Association of Local Councils (cheque 100988)

**7 GRANT APPLICATIONS**

309 None.

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

310 **a Recreation Ground**

Nothing to report.

**b Playpark.**

311 **i General Matters**

Cllr Williams said he had mended a damaged item.

312 **ii Welding**

Cllr O'Hanlon reported on the quotations he had received. After discussion, he proposed that the quotation of £570 be accepted as it included other minor items and

gave the best value for money. This was seconded by Cllr Williams and was carried by 7 votes for, 0 against and 2 abstentions.

313 **iii Meeting with Home Counties Play**

Cllr Mrs Watson gave a report on a meeting with Bradley Walton of Home Counties Play and quotations were awaited.

314 **c Allotments**

Nothing to report.

315 **d Forge Common**

Nothing to report

316 **e Village Grounds Maintenance**

Cllr Collins mentioned that the area behind the toilets needed tidying up.

317 **f Village Signs**

Cllr Crozer said the replacement of the "Home of the Heron" signs would cost £1,590 and proposed the Council accept this quotation. This was seconded by Cllr Khatkar and agreed.

**9 HIGHWAYS & TRANSPORT**

318 **a Public Rights of Way**

Nothing to report.

319 **b Street Cleaning**

Nothing to report.

320 **c Tree Warden**

Cllr Collins had nothing to report.

321 **d Bus Shelters**

Cllr Williams said the repairs had now been carried out. He had obtained grants towards the cost of the new shelters from Medway Council and from the High Halstow Lottery.

322 **e Bus Stop Clearway**

Rob Carmen had asked if the Council was happy he go out to consultation with affected residents on a bus stop clearway in Britannia Road, in front of Heronsbank and this was agreed.

**10 HALLS**

**323 a Recreation Hall**

Cllr Collins said that the next meeting was the following week.

**324 b Memorial Hall**

Nothing to report.

**11 RURAL LIAISON COMMITTEE**

**325 a Representative's Report**

The next meeting would be held in January.

**12 POLICE LIAISON**

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

Cllr Andrews said he had attended the Community Safety Partnership surgery. There had been an Inspector and an officer from Medway Council in attendance. He had mentioned the van parked in Gypsy Way and the inspector was intending to take action. The Medway officer had not seemed to have much knowledge about the villages. Kent Police was expecting to have increased numbers of PCSOs in place by January.

Cllr Mrs Atkinson asked about Neighbourhood Watch and volunteered to contact the police about it.

**13 KENT ASSOCIATION OF LOCAL COUNCIL MEDWAY AREA COMMITTEE**

**327** Cllr Mrs Atkinson reported on the meeting. Parishes had complained that vandalism was bad generally. Cllr Crozer raised the issue of CCTV number plate recognition cameras at the entrances to the village and Cllr O'Hanlon volunteered to investigate.

**14 COMMUNICATION**

**328 a Councillors' Surgery**

Cllr Mrs Watson said there had been a complaint about the building site on the corner of Harrison Drive and Eden Road, as no work had been done for weeks. It was felt it was a Health and Safety issue. There had been a complaint about trees encroaching on the bus shelter outside 1a Britannia Road and overhanging the corner of The Street and Christmas Lane.

**329 b High Halstow Times**

Cllr Mrs Atkinson said she was concentrating on advertising to keep the costs down.

**330 c Website**

Cllr Mrs Atkinson had nothing to report.

**15 YOUTH**

**331 a Youth Club**

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

Mrs Peek said the club had re-opened the night before and would open on alternate weeks until Christmas, after which the situation would be reviewed.

The Chairman thanked Mrs Peek and reconvened the meeting.

**16 HIGH HALSTOW PRIMARY SCHOOL**

332 Cllr Mrs Watson reported that she and the Chairman had presented the prizes for the poetry competition at the last assembly. The next meeting of the School Council was the following Tuesday. Cllr Crozer said he would investigate getting the winning poem engraved for display in the Memorial Hall.

**17 FRIENDS OF ST MARGARET'S**

333 Cllr Collins said 9 new members had joined. There was now a Facebook page. A Christmas Tree Festival was planned.

**18 RELIEF IN NEED**

334 It was understood from Mrs Peek that the meeting to decide the awards would be held the following Monday.

**19 CONSULTATION**

335 No documents received.

**20 CORRESPONDENCE**

336 None.

**21 REPORTS & CIRCULARS**

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

**22 ANY OTHER BUSINESS**

**338 a Armistice Day**

Cllr Mrs Atkinson said she had been approached by a resident about the idea of putting poppies on the lampposts for Armistice Day 2018.

**PUBLIC SESSION**

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

Mrs Aldrich said she had never seen anyone using the A228 Sharnal Street bus shelter. Cllr Williams said he

had asked about the possibility of removing it altogether, but the residents had been adamant they wanted a bus shelter in that position.

Mr Thomas asked if the members of the public had attended the exhibition by Redrow held that afternoon and for their comments. There was general disappointment over the calibre of the representatives present. Cllr Crozer said that they could be asked to straighten out the bend in Britannia Road as part of the Section 106 agreement.

The Chairman thanked the members of the public and reconvened the meeting.

**CONFIDENTIAL SECTION**

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

339 It was proposed by Cllr Collins, seconded by Cllr Mrs Watson and agreed to exclude the press and public from the following items on the grounds that the first two were legal matters and. the third concerned personnel matters.

**24 BOUNDARY DISPUTE**

340 The Clerk said that as the fence had not been removed, the next stage was to write again. It was agreed this be done in the new year.

**25 REGISTRATION OF LAND**

341 Ongoing.

**26 PERSONNEL MATTERS**

**342 a Personnel Committee**

Cllr Andrews gave a verbal report of the meeting held earlier that evening. The Committee recommended the new clerk’s hours be 10 per week. This was proposed by Cllr Crozer, seconded by Cllr Khatkar and agreed.

**343 b Street Cleaners**

The Clerk reported that Mr Balciunas was due to go into hospital on 17<sup>th</sup> November for an operation and would be off work for 6 to 8 weeks. Mr Gallivan would cover for an hour a day as usual. It was agreed that if Mr Gallivan was unable to continue to do this for any reason, the Clerk would arrange alternative cover.

The Chairman thanked councillors and closed the meeting at 10.00 pm.

Signed .....Chairman

On the ..... day of ..... 2017