

**HIGH HALSTOW PARISH COUNCIL****MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 13 DECEMBER 2017 IN THE  
MEMORIAL HALL, THE STREET, HIGH HALSTOW AT 8.00 pm**

**PRESENT:** Cllr George Crozer Chairman  
 Cllr Martin Andrews  
 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 7 members of the public

**Item no** *Action point*

Minute no 2017/18/

**1 APOLOGIES FOR ABSENCE**

344 An apology for absence was received from

Cllr Mrs Linda Atkinson Prior engagement

It was proposed by Cllr Williams, seconded by Cllr Collins and agreed this apology be accepted.

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

345 None.

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

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

**4 MATTERS ARISING.**

347 No matters were raised.

**5 PLANNING**

**a Applications**

348 **i MC/17/3830:** 36 Marsh Crescent: Demolition of existing porch and construction of front extension and addition of pitch roof over the garage and construction of a single storey rear extension - resubmission of MC/16/3579

No objection.

- 349 ii **MC/17/4131:** Land adjacent to South View, Sharnal Street: Outline application with some matters reserved (appearance, landscaping, layout and scale) for construction of a detached two-storey dwellinghouse with associated detached garage, parking facilities and hard/soft landscaping

No objection.

- 350 b **Decisions**

The decisions as listed in Appendix B were received.

- c **Appeals and Other Matters**

- 351 i **Neighbourhood Plan**

The Clerk reported that she had now arranged for a councillor and the Clerk of Vigo Parish Council to speak at a special meeting to be held on Tuesday 16<sup>th</sup> January 2018 in the Memorial Hall at 8 pm.

## 6 **FINANCE**

- 352 a **Bank Balances**

The bank balances as listed in Appendix B were noted.

- 353 b **Payment Made since the Last Meeting**

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

- 354 c **Accounts for Payment**

It was proposed by Cllr Collins, seconded by Cllr Khatkar and agreed that the accounts for payment as listed in Appendix B be paid (cheques 100991-100995), with the addition of £115, Society of Local Council Clerks (cheque 100996); £10, Friends of St Margaret's (100997) and £160, V Sinclair (100998).

- 355 d **Minutes of the Meeting of the Finance Committee held on 27 November 2017**

The minutes of the Finance Committee meeting held on 27<sup>th</sup> November were noted. The Clerk reported Cllr Mrs Atkinson's comments on the recommended increases in the allotment rents and High Halstow Times advertising rates. After discussion it was agreed to defer these charges for agreement at the next meeting, when Cllr Mrs Atkinson would be present.

- 356 e **Budget 2018/19**

A draft budget for 2018/19 as recommended by the Finance Committee had been circulated prior to the meeting. The Clerk ran through the figures and informed members that the Council Tax support grant would not be available after the 2018/19 financial year, thus providing a loss of income. After discussion it was agreed to defer adopting the budget until the next meeting, in view of the deferment of the decision on any increase in charges.

357 **f Precept 2018/19**

The Finance Committee had recommended an increase of 7.5%, although this would not give a balanced budget and would be depleting reserves. After discussion, it was proposed by Cllr Andrews and seconded by Cllr Jerreat that an increase of 3% be set. On a vote being taken, the motion was lost by 3 votes for, 4 against and 1 abstention. It was then proposed by Cllr Collins and seconded by Cllr O’Hanlon that an increase of 7.5% be made, giving a precept of £46,050. The motion was carried by 4 votes for, 3 against and 1 abstention.

**7 GRANT APPLICATIONS**

358 None.

**8 MANAGEMENT OF THE COUNCIL’S LAND AND PROPERTY**359 **a Recreation Ground**

Cllr Collins said that he had received a quotation of £1,500 for supply and planting of the 11 commemorative trees. He suggested an alternative site could be on Forge Common. After discussion it was proposed by Cllr Collins, seconded by Cllr Williams and agreed to accept the quotation and that the trees be planted at the far end of the Recreation Ground.

**b Playpark.**360 **i General Matters**

Cllr Williams said that 2 items of equipment had loose foundations and it would cost £232 to deal with this.

361 **ii Welding**

Cllr O’Hanlon reported he was waiting for a date for the welding. It was agreed he and Cllr Williams should co-ordinate the groundworks for the loose foundations with the welding.

362 **c Allotments**

In Cllr Mrs Atkinson’s absence, there was no report.

363 **d Forge Common**

Cllr Collins reported that the hedges had been cut.

364 **e Village Grounds Maintenance**

Nothing to report.

365 **f Village Signs**

Cllr Crozer said he had arranged the engraving but an official order would have to be

placed. He would send details to the Clerk. He would also obtain the price of a plaque for the poem to commemorate the planting of the 11 trees.

**9 HIGHWAYS & TRANSPORT**

366 **a Public Rights of Way**

Nothing to report.

367 **b Street Cleaning**

The Clerk reported that John Balciunas would return from sick leave on 2<sup>nd</sup> January 2018.

368 **c Tree Warden**

Cllr Collins had nothing to report.

369 **d Bus Shelters**

Cllr Williams discussed the designs for each site. The replacement shelter outside 1a Britannia Road would have to be the Littlethorpe "Cropston" and he proposed the other shelter near the veterinary practice in Christmas Lane be the "Eton". This was seconded by Cllr Collins and agreed.

**10 HALLS**

370 **a Recreation Hall**

Cllr Collins said that there was a possibility of 3 new regular bookings.

371 **b Memorial Hall**

Nothing to report.

**11 RURAL LIAISON COMMITTEE**

372 **a Representative's Report**

The next meeting would be held in January.

**12 POLICE LIAISON**

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

Cllr Andrews said no meeting had been notified. He had seen a police car in Gypsy Way and hoped it was in connection with the parked van.

374 **b CCTV**

Cllr O'Hanlon said he was investigating the matter of CCTV.

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

374 The next meeting was in February 2018.

**14 COMMUNICATION**

375 **a Councillors' Surgery**

Cllr Mrs Watson said there were still complaints about the building site on the corner of Harrison Drive and Eden Road.

376 **b High Halstow Times**

In Cllr Mrs Atkinson's absence, there was no report.

377 **c Website**

In Cllr Mrs Atkinson's absence, there was no report.

**15 YOUTH**

378 **a Youth Club**

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

Mrs Peek said the club was meeting every other month. The situation had been reviewed and would now meet twice each half term.

The Chairman thanked Mrs Peek and reconvened the meeting.

**16 HIGH HALSTOW PRIMARY SCHOOL**

379 Cllr Mrs Watson reported the PTA was organizing some fund raising events.

**17 FRIENDS OF ST MARGARET'S**

380 Cllr Collins said the Christmas Tree Festival was about to take place.

**18 RELIEF IN NEED**

381 Nothing to report.

**19 CONSULTATION**

382 No documents received.

**20 CORRESPONDENCE**

383 **a Toilets**

An email had been received from Cllr Freshwater about a proposal from a private company to take over Medway's public conveniences. This would be put on the agenda for the next meeting.

**21            REPORTS & CIRCULARS**

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

**22            ANY OTHER BUSINESS**

385            No matters were raised.

**PUBLIC SESSION**

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

Mr Brunt said he had noticed a section of broken fence by the cricket club and volunteered to put it back up. 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**

369            It was proposed by Cllr Collins, seconded by Cllr Mrs Watson and agreed to exclude the press and public from the following item on the grounds that it concerned personnel matters.

**24            PERSONNEL MATTERS**

370            Details of the recruitment process recommended by the Personnel Committee for a new Clerk were approved.

The Chairman thanked councillors for attending and closed the meeting at 9.50 pm.

Signed *George Crozer* Chairman

On the 10<sup>th</sup> day of *January* 2018