

# High Halstow Parish Council

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## MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 12<sup>th</sup> DECEMBER 2018 IN THE MEMORIAL HALL, THE STREET, HIGH HALSTOW AT 7.30

1 In attendance

Cllr Watson – Vice Chair (Chaired the meeting)

Cllr Collins

Cllr Williams

Cllr O’Hanlon

Cllr Atkinson

4 members of public in attendance

2 Apologies for absence

Cllr Khatkar

Cllr Crozer

Cllr Jerreat

3 Absent

Cllr Andrews

4 Declarations of Interest

None

5 Minutes of the Meeting held of 12<sup>th</sup> December 2018 - attached

None

6 Matters arising from the Minutes not otherwise on the Agenda

None

7 Planning – Appendix A

*RC, LA,  
GJ*

a Applications

None

b Decisions

None

c Appeals and Other Matters

None

d Neighbourhood Plan

The NHP Steering group is currently waiting for proposals from three consultants to come on board to help with the development of the neighbourhood plan. These should be with the Clerk by Christmas – once they

have been received, they will be forwarded to the steering group who will then make a recommendation to the council to go ahead.

- E Local Plan
- Cllr Atkinson brought plans that were presented at a local planning meeting from a consultant that Medway Council have brought on board. The proposed plans include information regarding the central reservation of four elms hill being turned into a bus lane, and the potential sites for community hub centres in Hoo. At this point there are no proposals for High Halstow.
- 8 Finance – Appendix B *CB*
- a Bank balances  
Agreed
- b Payments made since last meeting  
Agreed
- c Accounts for payment  
Agreed
- 9 Grant Applications  
None
- 10 Management of the Council’s land and property
- a Recreation Ground *CW, BW*  
i. General matters  
None
- b Playpark *CW, BW*  
i. General matters  
None
- c Allotments *LA*  
It was proposed by Cllr Atkinson and Seconded by Cllr Collins that an allotment tenant should be allowed to clear a piece of ground that is currently un-workable and plant miniature fruit trees. This was agreed.
- d Forge Common *RC*  
Cllr Collins asked that the Clerk contact Gavin Jones in order for the hedgerows to be cut back.
- e Village grounds maintenance *CB*  
None
- f Toilet Block Update *CB*  
The council have confirmed that we have a 99-year lease which will be upheld.
- 11 Highways & Transport
- a Public Rights of Way *RC, M’OH*  
None
- b Street Cleaning *CB*  
i. General Matters  
None
- c Tree Warden’s report *RC*  
None
- d Bus shelters *BW*  
i. Insurance Claim Update *CB*

- The Quote for the work that needs to be completed has been sent to the insurance company, The Clerk is waiting to hear back.
- 12 Halls
- a Recreation Hall *GC*  
 The last event for the year is sold out – there are a lot of event planned for next year.  
 At the end of the year there is one debtor that has not paid for their use of the hall.
- b Memorial Hall *RC*  
 None
- 13 Rural Liaison Committee *RC*  
 None
- 14 Police Matters *MA, BK*
- a Police Liaison report *MA*  
 None
- 15 KALC/MAC *BW, LA*  
 None
- 16 Communication
- a Surgery *CW/GJ*  
 Members of the public commented on the removal of the dog bin from the entrance to the recreation ground, the clerk has been in touch with Medway Council who have confirmed that all waste can be placed into the normal bins. The Clerk will contact Medway council regarding stickers being added to the bin so that the public are aware that they can deposit dog waste into this bin.  
 Members of the public are concerned about the number of trees being removed from the Walnut Tree Close building site – this seems to be more than what the original plans stipulated. The Clerk will contact planning at Medway Council for their information and input.
- b High Halstow Times *LA*  
 The High Halstow Times will resume in February.
- c Websites *LA*  
 None
- 17 Youth *CW*
- a Youth Club  
 There are now around 17 regular members attending the youth club with 6/7 helpers in Christmas party.
- 18 High Halstow Primary School *CW*  
 The School have lined out their charity days for the coming year.  
 23<sup>rd</sup> January – My Shining Star – shiny outfits  
 8<sup>th</sup> March – Dogs Trust – Crazy Hair  
 7<sup>th</sup> June – McMillan – PJ Day.

The School have also submitted a letter to the neighbourhood plan steering group outlining the changes that they would like to see in the village.

Questionnaires have been sent out to the students to get their view of the school – the reception from the questionnaire sent out to Parents has been very positive.

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| 19 | Friends of St Margaret's<br><br>Christmas Tree sales have been excellent this year, and the Christmas Tree Festival is currently being held at the church which will be open for the public to view the different trees submitted by different groups within the community.                   | <i>GC</i> |
| 20 | Relief in Need<br><br>Next meeting is on the 25 <sup>th</sup> February unless an extraordinary meeting is called.   | <i>RC</i> |
| 21 | Consultation<br><br>None  | <i>CB</i> |
| 22 | Correspondence<br><br>i. Letter of thanks from Whoo Cares<br><br>The Parish Council were pleased to receive this letter.  | <i>CB</i> |
| 23 | Reports and Circulars<br><br>None   | <i>CB</i> |
| 24 | Medway Council Recycling<br><br>Cllr Collins asks that a room is provided for Medway Council to present to the community regarding Recycling. The Council agree that this is something that should be discussed after the finance meeting to see if there is any budget.                      | <i>RC</i> |
| 25 | Annual Meeting<br><br>The Clerk will contact local community groups within the village to see if they would like to be involved in an annual meeting that celebrates the  | <i>CB</i> |
| 26 | Any other urgent business at the Chairman's discretion<br><br>No motions may be proposed nor decisions taken under this item<br><br>Cllr Williams asks about the response to the tennis survey – The Clerk explains that this will be discussed in the February meeting as previously agreed. |           |

#### **PUBLIC SESSION**

Matters raised by the public may be placed on the agenda for the next or a future meeting.

A member of the public stated that they were unhappy with the options put forward for the proposed tennis courts in the high halstow times. This will be discussed in length at the February meeting.

#### **Resolution to exclude the press and public**

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| 27 | Boundary dispute<br><br>The solicitor confirmed that he did in fact write to the individual and ask her for a contribution of £1500 – he said that this is because historically she has |  |
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always countered – the Solicitor has now written and asked for a sum of £1200 – there as yet has been no acknowledgement.

It was proposed by Cllr Williams and Seconded by Cllr O’Hanlon that the Clerk will write to the individual to ask what their intentions are regarding the payment.

28 Personnel

The Clerk will be on Annual Leave from the 19<sup>th</sup> of December and will return to work on the 4<sup>th</sup> of January – the Agenda Packs for the next meeting may not be delivered until the 05/01/19 due to this.

Signed by

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George Crozer  
Chairman

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Date

High Halstow Parish Council