

High Halstow Parish Council

50 Pepys Way • Strood • Rochester • Kent • ME2 3LL
Tel: 01634 710086 • e-mail: clerk@highhalstow-pc.gov.uk
Website : www.highhalstow-pc.gov.uk



MINUTES

Ordinary Parish Council Meeting

Wednesday 14th August 2019

The Memorial Hall ~ 7.30 pm

Attendees: Cllr G. Crozer (Chairman) Cllr C. Watson ~ Vice-chair
Cllr T. Munday Cllr G. Jerreat
Cllr A. Catchpole Cllr R. Collins
Cllr M. Stone Cllr L. Atkinson
Cllr B. Williams Mrs J. Allen ~ Acting Clerk

Members of the public: 4

The meeting commenced at 7.30 pm

The Chairman, Cllr G. Crozer, opened the meeting and thanked everyone for attending.

1. Apologies for absence

HHPC001:14.08.19 None (all members were present).

2. Declaration of any Pecuniary or Personal Interests

HHPC002:14.08.19 Cllr T. Munday spoke to declare a personal interest, owing to his position as the Chairman of the local cricket club.

3. Minutes of previous Parish Council meeting(s)

HHPC003:14.08.19 The minutes of the Parish Council meeting held on Thursday 18th July 2019 were submitted by the Acting Clerk.

After careful consideration the members noted one minor amendment and one spelling error, where it was unanimously agreed that the Chairman Cllr G. Crozer could manually correct these.

Cllr L. Atkinson spoke to propose the amended minutes be approved as a correct record and signed by the Chairman which was seconded by Cllr A. Catchpole and unanimously agreed.

4. Matters arising from the minutes not otherwise on the Agenda

HHPC004:14.08.19 None.

5. Planning – Appendix A

a). Applications

HHPC005:14.08.19 Cllr R. Collins spoke to confirm receipt of three planning applications since the last meeting:

- **MC/19/2079 - Land at Walnut Tree Farm**

Cllr R. Collins advised that this application was connected to a dormouse survey and no further action was required.

- **MC/19/1958 - 37 Eden Road**

Cllr R. Collins advised that he tried on various occasions to speak to the neighbouring properties however every time he had called there had been no response. He therefore informed the members that he was unable therefore unable to comment until he had established contact.

- **MC/19/1725 - 9 Eden Road**

Cllr R. Collins spoke to advise that he had noted this application was for a large 'grandad extension' and that he was yet to speak to the neighbouring properties.

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He advised that he would try to obtain contact and once he had he would speak to the Acting Clerk, Mrs J. Allen, in the event of any queries.

Cllr A. Catchpole also spoke to raise concerns that this application was potentially doubling the size of the original property's footprint.

b). Decisions

HHPC006:14.08.19 Cllr R. Collins spoke to confirm receipt of four planning application decisions since the last meeting:

- **MC/19/1150 - Land at Walnut Tree Farm**
Cllr R. Collins advised that no further action was required in relation to the discharge of the conditions originally upheld via Medway Council.
- **MC/19/0898 - 35 Gypsy Way**
Cllr R. Collins advised that no further action was required in relation to approval of this application with conditions.
- **MC/19/1374 - 26 Northwood Avenue**
Cllr R. Collins advised that no further action was required in relation to approval of this application with conditions.
- **MC/19/0988 - 51-57 The Street**
Cllr R. Collins advised that in conjunction to the various concerns raised by both the members and the Parishioners that this planning application had been refused by Medway Council.

c). Appeals and Other Matters

HHPC007:14.08.19 None.

d). Neighbourhood Plan

HHPC008:14.08.19 Cllr R. Collins spoke to advise that the £9,000 grant for the Neighbourhood Plan should have been paid into the Parish Council's account earlier that day.

He also informed the members that Troy Hayes Planning instructed the committee to progress writing policies for the objectives. Troy Hayes were arranging a meeting with Medway Council.

e). Local Plan

HHPC009:14.08.19 Cllr R. Collins passed the floor to Ward Councillor Ron Sands, who was sat in the public gallery.

Cllr R. Sands spoke to inform the meeting that the Local Plan had been postponed due to the delays experienced by Medway Council in trying to secure a 'Housing Infrastructure Fund Bid' (HIF Bid) from the Government.

f). Section 106 monies

HHPC010:14.08.19 Cllr R. Collins spoke to inform the members that he was still awaiting clarification when the Section 106 monies would be paid.

He also commented that he had been communicating with the Headmistress at the local primary school in connection to securing some money for their school library.

Cllr B. Williams spoke to ask Cllr R. Collins how much money he anticipated might come through. Cllr R. Collins responded to advise that he thought as much as £59,000 could be entrusted to the Parish Council, once the full balance had been divided between the various projects already earmarked for receipt of these funds.

6. Grant applications

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HHPC011:14.08.19 Cllr B. Williams spoke to raise his concerns surrounding the grant application received from the Laphorn Family for £2,000, towards the Charity Fun Day, which was due to take place on Sunday 25th August 2019.

He spoke to confirm that whilst he was in support of this event that he felt the balance of funds requested was unaffordable owing to the Parish Council's financial commitments and the various projects/repairs the members had already pledged to undertake, which included but were not limited to:

- * To repay the £11,000 borrowed from the reserves, owing to the installation of the new bus shelters
- * To carry out the repairs to cracked concrete in the village play park - last quoted at £4,000
- * To retarmac the surfaced play area at the recreation ground – last quoted at £10,000
- * To address the repairs noted in the ROSPA report – prices yet to be confirmed
- * To replace the broken donkey in the play area - at a cost of over £1,000
- * To pay any fines incurred via the HMRC in relation to late payments and submissions for the PAYE
- * Any additional solicitors costs incurred from securing the unadopted land into the Parish Council's name

Cllr B. Williams suggested the members considered a donation of £500 which would allow other charities/events to benefit from the remaining £1,250 budget.

Cllr R. Collins spoke to disagree, advising that he thought the £2,000 grant was affordable. He cited that the 2019/2020 precept funds received had been higher than expected and that there was also a payback due from Medway Council in relation to the ground maintenance contract. He stated that the reserve funds were £10,000 over and above one year's precept and that the section 106 monies had not been received yet. Cllr R. Collins proposed to accept the £2,000 grant.

A discussion ensued between all the members, where the Chairman asked each Councillor in turn for his or her opinion and an idea of their most favourable donation. Once the members had spoken, a vote took place in relation the two suggested amounts:

Cllr B Williams spoke to propose his suggested £500 grant which was seconded by Cllr G. Jerreat with 4 members voting in favour and 5 against.

Cllr R. Collins spoke to propose his suggested £2,000 grant which was seconded by the Chairman Cllr G. Crozer, with 3 members voting in favour and 6 against.

Cllr M. Stone spoke in response to the two rejected grants and proposed a revised grant of £450 which was seconded by Cllr A. Catchpole with 3 members voting in favour and 6 against.

Cllr B Williams spoke to air his concerns surrounding Cllr T. Munday being able to vote, pointing out his personal interests as Chairman to the local cricket club, who were co-hosting the event, Min [HHPC002:14.08.19](#). It was agreed that Cllr T. Munday should not be permitted to vote.

The Chairman, Cllr G. Crozer, spoke further to propose a grant of £600, which was seconded by Cllr R. Collins with 4 members voting in favour, 4 against and with Cllr T. Munday abstaining.

The grant of £600 was eventually passed and it was agreed that the Acting Clerk, Mrs J Allen, would draw up a cheque for this balance to present to the members for signature at the next meeting.

7. Finance – Appendix B

a). Bank Balances

[HHPC012:14.08.19](#) The Acting Clerk Mrs J Allen, spoke to apologise for the lack of paperwork associated with the Council's bank balances, advising that she was yet to be added onto the account or receive an up to date statement (pre-ordered by Cllr B. Williams but yet to arrive).

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b). Cheques signed since last meeting

HHPC013:14.08.19 None.

c). Accounts for payment

HHPC014:14.08.19 It was proposed by Cllr L. Atkinson, and seconded by Cllr R. Collins that the table below, be noted, the payments confirmed and any outstanding cheques authorised and issued. This motion was unanimously agreed.

Payee	Reference	Payment Method	Amount	Notes
Mr M. Rowe	-	STANDING ORDER	£70.00	Hire of Garages
Mr J. Gallivan	-	STANDING ORDER	£610.37	Wages August 2019
Mr J. Balciunas	-	STANDING ORDER	£573.62	Wages August 2019
Asda	-	Debit Card	£10.00	Purchase of USB Stick (memory storage for HHPC laptop)
Post Office	-	Debit Card	£17.73	Postage for August meeting packs to members
Mr G. Crozer	-	CHQ ~ 1133	£1,454.43	* CHEQUE NEEDS SIGNING HMRC Payment (REPLACES CHQ 1131)
Troy Hayes Planning Limited	HHPC010:18.07.19	CHQ ~ 1134	£4,500.00	* CHEQUE NEEDS SIGNING Stage 2 Neighbourhood Plan INV 1417
Smart Print Services Ltd	-	CHQ ~ 1135	£461.00	* CHEQUE NEEDS SIGNING September High Halstow Times x 800 INV 102453
Nurture Landscapes Ltd	-	CHQ ~ 1136	£2,050.20	* CHEQUE NEEDS SIGNING Maintenance of Recreation Grounds (previously known as Gavin Jones) INV 1STH 114535
Mrs J. Allen	-	CHQ ~ 1137	£606.24	* CHEQUE NEEDS SIGNING Clerk Wages August 2019
TOTAL			£10,353.59	

d). Finance Policy

HHPC015:14.08.19 Cllr R. Collins spoke to confirm he had located the finance policy and would be revisiting this matter with the Acting Clerk Mrs J Allen, shortly.

e) Online banking

HHPC016:14.08.19 The Acting Clerk Mrs J Allen, spoke to ask the members if the Parish Council held electronic access to the bank account and if not, if they might consider setting this up.

A discussion ensued between the members, where the Chairman Cllr G. Crozer, spoke to advise that he thought this resource was already in use and where Cllr B. Williams spoke in response to confirm the Parish Council did not hold online banking.

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The Chairman, Cllr G. Crozer, spoke to propose an online bank account be set up, this proposal was seconded by Cllr R. Collins and was unanimously agreed via all the members.

It was acknowledged that the new Clerk and all the signatories would need to have access to the online account, which would not only need to be in line with the Parish Council's policies & procedures but would also need to be incorporated into the new draft finance policy.

8. **Management of the Council's Land and Property**

a). **Recreation Ground**

[HHPC017:14.08.19] The Chairman, Cllr G. Crozer, spoke to inform the Parishioners that the Parish Council had just arranged for the Recreation Ground to be registered in their name.

He acknowledged that Ward Councillor Ron Sands, who was sat in the public gallery, was short on time and invited him to speak ahead of the 'Public Session'.

Cllr R. Sands stood up and formally introduce himself, confirming that he was fairly new to this role and was still finding his feet. He advised that he understood the closure of Bells Lane was causing a knock-on effect for the surrounding Parishes, including the first aid responders, and after applying pressure he believed that this road was due to be reopened on Friday (weather depending!). Cllr R. Sands advised the meeting that he had already received complaints from residents surrounding the new table top junction, where it had been commented that this intersection was too close to the roundabout, based on these concerns he advised that he understood there was a going to be another road to allow access on and off the new development, which he hoped would help to combat this issue.

Following item 5e Min **[HHPC009:14.08.19]** Cllr R. Sands advised that the 'Housing Infrastructure Fund Bid' (HIF Bid) had been delayed and he suggested the Acting Clerk Mrs J Allen, write to Cllr A. Jarrett from Medway Council to invite him to attend the next meeting to enable him to update the members further in relation to this bid.

Cllr R. Sands also advised the meeting that he had just been elected as the Chairman for the Rural Liaison committee, which he was promoting around all the local Parishes. He further spoke to urge the Parish Council to write to Medway Council to ask them to ensure all the section 106 monies remain within the village and ended his report in handing out a business card to all the members, advising that he was always contactable by either telephone or email.

b). **Play park**

[HHPC018:14.08.19] Cllr R. Collins spoke to address the broken donkey spring rocker. He asked the members to consider purchasing a similar item to enable the use of the same base. From looking through the Wicksteed catalogue he recommended the purchase of either a Pig, Camel or another Donkey at a cost of £1,100 plus VAT.

After a short discussion Cllr R. Collins spoke to propose the Parish Council purchase another donkey to replace the item like for like, this proposal was seconded by Cllr B. Williams and unanimously agreed.

Cllr B. Williams also spoke in relation to the repairs required to the tarmac encompassing the roundabout. He asked the members to consider utilizing the remainder of the wetpour repair kit (used previously for patching), and to authorise the quote received from V R Sinclair contractors totalling £295, to carry out the necessary works.

Cllr B. Williams spoke to propose the Parish Council retain a wetpour repair kit for emergency use budgeting £250 per annum, and that the repairs to the worn tarmac be approved at a cost of £295. This proposal was seconded by the Vice-chair Cllr C. Watson and unanimously agreed.

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Cllr M. Stone spoke to ask Cllr B. Williams how long the repairs lasted last time remedial works was carried out. Cllr B. Williams spoke to in response to Cllr M. Stone to confirm that the repairs had lasted 9 months.

The Vice-chair Cllr C. Watson also spoke to remind the members that the ROSPA report still needed to be discussed, following the annual inspection in July. She proposed carrying this report over to be discussed at the next meeting, without fail.

c). Allotments

HHPC019:14.08.19 Cllr L. Atkinson spoke to commend Mr A. Lucas on a job well done in carrying out the refurbishment on the triangle and in removing the decking. She advised the members that she understood he spent upwards of £500 on these works and that she had asked him to submit his receipts for reimbursement of his expenses.

d). Forge Common

HHPC020:14.08.19 Nothing to report.

e). Village grounds maintenance

HHPC021:14.08.19 The Vice-chair, Cllr C. Watson, spoke to advise that she had noted there was a lot of overgrown areas that needed addressing. She asked the members if these areas could be included in the contract for Nurture Landscapes to address.

f). Nurture Grounds Maintenance Contract

HHPC022:14.08.19 The Chairman, Cllr G. Crozer, spoke to advise the Nurture Grounds Maintenance contract was due for renewal shortly and he asked the Acting Clerk, Mrs J Allen, to verify the exact expiry date and report back with her findings.

Cllr B. Williams spoke to air his concerns that the current contract was outdated and needed re-evaluating, with the Vice-chair Cllr C. Watson, also commenting on the number of bushes that needed trimming back that had not been included in the current arrangement. Min HHPC021:14.08.19.

Cllr A. Catchpole spoke to recommend the formation of a new working party to review the areas that needed frequent attention and suggested that once the revised contract had been agreed that this correspondence be sent to tender to various contractors and suppliers to find the most competitive deal.

It was agreed that Cllr A. Catchpole and Cllr B. Williams formed this new working party, where both members were left to organise a mutually agreeable date in order to meet and identify the areas that needed the most amount of attention.

g). All-weather Path

HHPC023:14.08.19 Cllr B. Williams spoke to request the members consider proceeding with the quote for the replacement All-weather path at a cost of £8,449.75, that had been previously been agreed dependent on the receipt of the Section 106 monies.

Cllr R. Collins spoke to advise that having checked with Medway Council, that he understood that one (1) quote would be sufficient to proceed with the works (providing the developers did not withdraw and the section 106 monies were still guaranteed).

Cllr B. Williams proposed that in light of the information received from Cllr R. Collins that the quote for the works be accepted and the contractors instructed to commence work as possible. This proposal was seconded by Cllr T. Munday and unanimously agreed.

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h). **Trees opposite the Veterinary Surgery**

HHPC024:14.08.19 Cllr B. Williams spoke to verify the overhanging trees situated opposite the Veterinary Surgery, that had been previously been reported for causing an obstruction to oncoming traffic, had been cut back by the Highways Agency.

i). **Wooden Finger Sign**

HHPC025:14.08.19 The Acting Clerk Mrs J Allen, spoke to inform the members that the wooden 'Finger Sign' had now been installed.

j). **Holmes Close ditch clearance**

HHPC026:14.08.19 Cllr B. Williams spoke to inform the members that he had contacted Medway Council to establish who was responsible for maintaining the Holmes Close ditch, as it had been noted that the annual upkeep had recently lapsed.

k). **Herons Bank Storm Drains**

HHPC027:14.08.19 Cllr B. Williams spoke to inform the members that the Vice-chair Cllr C. Watson had been looking into the storm drain query, following complaints that the whole area was overgrown with brambles.

Cllr C. Watson advised that she had spoken to Medway Council in connection to this issue who were meant to treating the weeds, and that she would continue to chase them until the work had been completed.

9. **Highways & Transport**

a). **Public Rights of Way**

HHPC028:14.08.19 Cllr R. Collins spoke to confirm that he had reported the overgrown greenery at Sharnal Street to Medway Council to be treated.

b). **Street Cleaning**

HHPC029:14.08.19 The Vice-chair, Cllr C. Watson, advised the members that she had spoken to Mr J. Gallivan who was concerned that he had not received any payslips for over a year.

Cllr C. Watson also reported that Mr J. Gallivan was in need of some black liners and that he had requested the Parish Council to purchase two large wheelie bins to store the used rubbish bags in whilst they were waiting collection by Medway Council.

Cllr C. Watson mentioned that Mr J. Gallivan was still owed overtime from holiday cover for Mr J. Balciunas in June, where a discussion ensued between the members in relation to the whereabouts of the street cleaner's most recent time sheets.

The Chairman, Cllr G. Crozer kindly volunteered to follow up on the purchase of the bin liners and the two wheelie bins, whilst it was agreed that Cllr G. Jerreat would take responsibility for the timesheets until a more permanent clerk had been recruited.

c). **Tree Wardens Report**

HHPC030:14.08.19 No further report available.

d). **Bus Shelters**

HHPC031:14.08.19 Cllr B. Williams reported that he was still trying to obtain a further update on the situation with the damaged bus shelter at Britannia Road, and that both he and the Clerk were collectively investigating this matter.

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Cllr B. Williams also spoke in connection to the removal of the old bin and installation of a new 'dual bin' on Christmas Lane, which needed to be situated further back and to match the existing street furniture which Medway Council had previously agreed to provide a grant to pay for half the costs Min [HHPC030:19.06.19](#) .

It was proposed by Cllr T. Munday that a balance in excess of £500 be spent on the replacement bin, plus an additional £400 for the removal/installation of the new bin. This proposal was seconded by Cllr L. Atkinson and unanimously agreed.

10. Redrow Development

[HHPC032:14.08.19](#) Cllr A. Catchpole spoke in response to the complaints discussed at the last meeting Min [HHPC036:18.07.19](#) , where the Council had previous received reports of Redrow vehicles being parked along the main road causing an obstruction. He advised the members that he had been personally monitoring the situation and had witnessed first-hand up to three lorries being parked on the main road on several separate occasions.

He reported that he understood the developers onsite compound was due to be opened shortly, which he hoped would ease the congestion on the road and would strictly be confined for use during the working day.

The Vice-Chair Cllr C. Watson also spoke to air her concerns on the lack of safety barriers being used to cordon off the drainage ditches which were currently open to the elements and where situated in close proximity to the edge of the main road.

It was unanimously agreed by the members that the Acting Clerk, Mrs J Allen, write to Redrow to relay the concerns in regards to the exposed drainage ditches and to ask for the area to be made safe.

11. Halls

a). Recreation (Village) Hall

[HHPC033:14.08.19](#) No further report available.

b). Memorial Hall

[HHPC034:14.08.19](#) Cllr R. Collins spoke to report the AGM took place on Wednesday 31st July and it was noted that the Memorial Hall would be marking its centenary next year.

12. Rural Liaison Committee

[HHPC035:14.08.19](#) Cllr R. Collins reported that the last meeting had mainly been centred around the Stoke and Allhallows Primary School reprieve. He advised that discussions had also taken place surrounding the possible improvement of broadband on the Peninsular and concerns were raised in relation to the condition of the Main Road, situated outside Cooling Castle, where plans for its closure to allow for the necessary repairs were extending into a possible 6 week timeframe.

13. Police Matters

a). Police Liaison Report

[HHPC036:14.08.19](#) Cllr T. Munday spoke to remind the Acting Clerk that he was still waiting clarification of next meeting dates.

b). Neighbourhood Watch

[HHPC037:14.08.19](#) The Vice-chair, Cllr C. Watson spoke to request the leader of the Neighbourhood Watch committee be contacted and invited to attend to speak at the Parish Council's next Annual meeting, due to take place in April 2020.

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14. KALC

a). Representatives Report

HHPC038:14.08.19 Cllr L. Atkinson spoke to inform the members that the last KALC meeting had included a talk by Terry Martin (The Chief Executive), and that various discussions took place surrounding the Kent

Resilience Team, Emergency Plans and Health and Safety.

She advised that the Parish Council representatives were invited to talk about their Neighbourhood Plans and that KALC had booked their annual Clerks Conference to take place in Faversham on Tuesday 17th of September, with a Dynamic Councillor training course booked to take place on Saturday 24th September in Wainscott.

Cllr L. Atkinson ended her report in updating the members on the news from various other Council's, as per listed below:

Grain Parish Council reported they were experiencing a lot of issues with motorbikes; however, they had had a good response to their litter picking scheme and were arranging for funding to upgrade their playpark(s).

Allhallows Parish Council reported that they were in discussions with the developers in regards to the potential new homes and that the Haven Leisure Holiday Park were changing their road layout.

Hoo Parish Council reported that their meetings had been attended by Parishioners and that they had recently achieved general power of competence. They also advised that they were undertaking a new scheme which permitted the children in the village to grow fruit and veg in the local burial ground.

Halling Parish Council reported the grand reopening of their newly refurbished recreation ground, which had been attended by both the Deputy Mayor of Medway and Local MP Kelly Tolhurst. They also complained that the Redrow developers were not keeping to their promises in relation to the newly built housing development.

15. Communication

a). Surgery

HHPC039:14.08.19 No further report available.

b). High Halstow Times

HHPC040:14.08.19 No further report available.

c). Websites

HHPC041:14.08.19 Cllr L. Atkinson spoke to advise the members that she was keeping the High Halstow Parish Council website updated by posting the most recent agendas and minutes online.

She commented ho that the finance tab showed limited information and was very outdated and therefore Acting Clerk, Mrs J. Allen to send her copies of the Council's accounts dating from 2007 onwards, so she could upload these onto the website.

16. Youth Club

HHPC042:14.08.19 The Vice-chair, Cllr C. Watson, spoke to confirm that the Youth Club was returning from the Summer recess on Tuesday 10th September 2019.

17. High Halstow Primary School

HHPC043:14.08.19 No further report available.

18. Friends of St Margarets

HHPC044:14.08.19 Cllr R Collins reported that two of the newly refurbished windows had already been received back following his report in June. Min HHPC042:19.06.19.

19. Relief in Need

HHPC045:14.08.19 No further report available.

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20. Consultation

HHPC046:14.08.19 No further report available.

21. Correspondence

a). Change of address

HHPC047:14.08.19 Cllr G. Jereatt spoke to advise that in response to concerns raised at the last meeting surrounding the redirection of post Min HHPC051:18.07.19 that he had investigated this matter further via the post office, where he understood that only Ms C. Bloomfield was able to set this facility up at a cost of £34 for 3 months.

^{To}
The Chairman Cllr G. Crozer, offered to speak to Ms C. Bloomfield to ask her to action this, where Cllr A. Catchpole also spoke to remind the members that any amendments to the postal address would need to be notified to Medway Council as soon as possible to enable them to correct their records.

22. Councillor Training

HHPC048:14.08.19 Cllr M. Stone spoke to express her interests in attending the local 'Dynamic Councillor training course', booked to take place at the Wainscott Memorial Hall on the Saturday 24th September, and accordingly asked the Acting Clerk Mrs J. Allen to reserve her a space.

Both Cllr A. Catchpole and Cllr T. Munday expressed an interest in joining this course, however both members confirmed that they would need to consult their diaries first before reporting back to the Acting Clerk.

23. Reports and Circulars

HHPC049:14.08.19 No further report available.

24. Any other urgent business

HHPC050:14.08.19 Cllr L. Atkinson spoke to request the members consider replacing the noticeboard outside the Memorial Hall and suggested the submission of an application form for lottery funding to aid with the costs.

Cllr G. Jereatt spoke to remind the members that the quote for the RIALTAS accounts software had a limited lifespan and he therefore asked the Acting Clerk, Mrs J Allen to accept the quote and to arrange with the members separately for a training date.

Cllr R. Collins also advised that the cheque issued for payment to hire of the Village Hall had been incorrect and he reported the Village Hall committee would inform the Acting Clerk Mrs J. Allen of the correct amount to arrange for a replacement.

Public Session

The meeting was adjourned for Public Session, where a member of the public stood up to question further the situation surrounding the temporary loan agreement made between the Village Hall and High Halstow Parish Council in connection to the refurbishment works to the Village Hall.

25. Section 100A(4)

HHPC051:14.08.19 The Chairman, Cllr G. Crozer, read out loud the statement listed on the agenda in relation to Section 100A(4).

It was proposed by Cllr L. Atkinson, seconded by Cllr G. Jereatt and unanimously agreed that the public be excluded from the remaining two items.

In accordance with this the memorial hall emptied and all the Parishioners left the meeting.

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26. Personnel

HHPC052:14.08.19 The Chairman of the Personnel Committee, Cllr G. Jerreat, spoke to the Acting Clerk Mrs J. Allen and asked her to temporarily step out of the meeting while the members considered the candidates credentials following the interviews for the post of Parish Clerk that had taken place the week before.

The Acting Clerk, Mrs J. Allen, was invited back into the meeting a short while later, where Cllr G. Jerreat handed her a letter, followed by a round of applause offering her the permanent post of Parish Clerk, which she graciously accepted.

27. Date of next meeting

HHPC053:14.08.19 The Chairman, Cllr G. Crozer, spoke to confirm the date for next ordinary Parish Council meeting would be held on Wednesday 11th September 2019 at the High Halstow Memorial Hall.

The meeting finished at 10.30 pm.

The next ordinary Parish Council meeting will be held on:

Wednesday 11th September 2019	7.30pm	The Memorial Hall
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