

Minutes of the Monthly Council Meeting of Lower Halstow Parish Council held in the Memorial Hall at 7.00 pm on Tuesday 1st July 2025.

Present: Cllrs: Howard-Challis (Chair) M Szabo (Vice-Chair); T Portman; A Groves; A Smith; P Lawrence

In attendance: KCC Cllr Richard Palmer and 1 Member of the public

1. To receive **Apologies for absence**

Apology was received from Ann Smith, Parish Clerk.

2. To receive any **Declarations of Pecuniary or Non Pecuniary Interest**, and any Applications for Dispensation on Agenda Items. (Requirement of Localism Act 2011.)

Cllr Smith declared a pecuniary interest in items 9a and 9b

3. **Public session**

A resident wished to express thanks to the Parish Council for enabling the VE 80 event to take place, it was such a lovely evening and everyone that attended enjoyed themselves.

4. **Visitors.** Reports or comments from:

a) KCC

Cllr Palmer wanted to mention that VJ day was the end of World War 2 and seems to be forgotten about, like the forgotten army. Cllr Palmer also wanted to highlight awareness regarding fly tipping, which has cost KCC nearly £5000 in the last few months and causes many road closures. Some local authorities are being more proactive in putting cameras out to aid prosecutions.

Cllr Smith asked if a different teamt could be contacted at KCC Highways. This is regarding the non-existent buffer zones at the entry points to Lower Halstow where the 20mph scheme begins. Cllr Portman reported that the MP had emailed the Cabinet Minister for Transport at KCC asking for an apology and the buffer zone be implemented. There is also a problem outside the school with parking on the pavement on corners and double parking. Bollards have been refused.

b) SBC Councillor

None.

c) Police Officer

None.

d) Friends of the Brickfields.

Fires are being lit on the Brickfields periodically. Cllr Portman has asked the local Police Officer to patrol, but not received a reply.

5. **To resolve the Minutes**

a) It was resolved that the Minutes of the Monthly Parish Council meeting held on 3rd June 2025 are a correct record and were signed accordingly.

6. **Matters Arising**

a) It was agreed to offer 16 hours a week to the new Clerk, but with the proviso that this could be negotiated with the successful candidate. The job advert will be placed on the Parish Council website, the Village News and on the Facebook page with a closing date of 31st August. Interviews to be held in September with a view to start October/November.

7. **To discuss any planning applications received between producing the agenda and this meeting.**

None

8. **Correspondence**

a) Two emails from residents in Heron Close regarding trees on the Brickfields close to their property. Cllr Portman visited and the trees are on the Brickfields and they are quite low. They would benefit from crown lifting and maybe height reducing. The Clerk will contact the contractor.

Action: Clerk

b) Fallen trees on Brickfields blocking a path
This has now been cleared.

9. Finance:

- a) Quotes received for work to Westfield Car Park
Cllr Howard-Challis proposed the quote from ATS, seconded by Cllr Szabo and unanimously agreed.
- b) Quotes received for fencing to Memorial Hall Allotment site.
Three quotes were requested. Cllr Szabo proposed to accept the quote from ATS, seconded by Cllr Groves and agreed unanimously.

10. Review To receive reports on the following:

- a) Parks & Leisure and Planning
Nothing to report on planning. The yearly check is due on the playground, which is looking a little bit sorry for itself. The goal posts have been vandalised causing extensive damage. The nets have been saved. These are being repaired.
- b) Footpaths and Burial Ground
There is a damaged drain on the Gibbs amenity area, which Cllr Portman has reported to Southern Water. There have been three white male teenagers with slingshots shooting at animals in the village. They have been reported to the Police. Residents in the village with mobility scooters cannot access some pavements in Lower Halstow due to parked cars. Only one brown bin was emptied this month.
- c) Hedgerow Maintenance
Cllr Lawrence queried who is responsible for the piece of land next to the Burial Ground; it appears that the owners are erecting stables. The crack in the bridge over the sluice in Church Path is being measured by Cllr Portman every month. Green Farm House footpath is overgrown by Elder and brambles. The wall there has a large crack in it.
- d) Allotments
There has been some uptake of allotments in the Memorial Hall site. Unfortunately, the vacant plots that were cleared are now overgrown again.
- e) Brickfields and Seawall
The Friends of the Brickfields submitted two quotes for their signage, there are looking for a donation towards it.

11. Clerk's Report

None. It was agreed that Cllrs Howard-Challis and Szabo would authorise the payments, as per the payment list below, via internet banking.

12. Items for information only:

- a) Items for website and Village News: Pavement parking causing obstructions. Repeat the item on allotments.
- b) Agenda items: Donation for Friends of the Brickfields Noticeboard.
- c) Cllr Smith will have a look at the steps on the Brickfields. There were last maintained 5 years ago.
- d) Request for draft agenda halfway through the month.

The meeting closed at: 19.59

There is no meeting in August

Date of next meeting: Tuesday 2nd September 2025

Payments July 2025

Payee	Description	Gross Amount £	VAT £	Cheque No/Bank Payment
Mrs A I Smith	Clerk's Expenses and Salary	886.70		635781216
Mr M Tidy	Village Cleaning May 2025	211.36		128972942
Intelligent Facility Services Ltd	CCTV SIM Service Invoice:	30.00	5.00	497576866
Lower Halstow Memorial Hall Trust Fund	Hall Hire June	22.50		756420068
DCK Accounting Solutions	Payroll Services for Invoice: 25737	37.80	6.30	230625001
HMRC	PAYE: April to June 2025	966.51		74315874
Cllr Groves	Councillor Allowance	271.50		604182816
Cllr Howard-Challis	Chairman's Allowance	678.60		764017085
Cllr Lawrence	Councillor Allowance	339.30		487791950
Cllr Portman	Councillor Allowance	271.50		320961484
Cllr Smith	Councillor Allowance	339.30		155471043
Cllr Szabo	Councillor Allowance	339.30		7648466851
Bridgers Law	Balance Due for completion of land purchase (Brickfields)	1913.00		209771322
David Pascoe	Allotment Clearance	500.00		729540911

Other Payments:

Lloyds Multipay:

Bank Charge 10/07/25 - DD

£3.00

Standing Order 1st July Crescent Digital Marketing

£25.00

Date:

Signed:

Cllr. Howard-Challis
Chair