

## HIGHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held at the Memorial Hall, School Lane, on Monday, 18<sup>th</sup> November 2019 at 7.30 p.m.

Present: Cllr. J. Grey (Chairman)  
Councillors: P. Allinson, A. Carroll, R. Gilby, A. Howard,  
P Holmes, E. Jeffery, S. Mackie, A. Mendzil, and S. Sparks.  
Cllr. L. Pearton (also Borough) arrived later.

In attendance: 1 Parishioner  
Peter Leakey (Parish Advisor)  
Paul Hassell - Kent Community Warden

Apologies for absence: Cllr. Bryan Sweetland (KCC)  
Cllr. Harold Craske (GBC)  
Vikki Brooke (Parish Advisor)  
Clive Stanley (webmaster)

The Chairman accepted apologies for absence.

There were no alterations to the Register of Members Interests. Cllr. Allinson made a declaration under the gifts and hospitality register regarding a joint visit to the Nuralite site on 5/2/18 where he received Dunlop wellingtons, drink and sandwiches.

Confirmation of weekly inspections of the Recreation Ground by the GBC Park Ranger for insurance purposes had been received. The latest PR6 form dated 28/10/19 had been passed to the CDWG

The Minutes of the Parish Council Meeting, held on Monday, 14<sup>th</sup> October 2019, were confirmed and signed

### Matters arising from the Minutes.

Including an update of actions from the last Minutes, the Clerk reported that:-

- a. P. 1357 Nuralite. The Clerk had manned the Nuralite display at Higham Primary School for two Parents afternoons / evenings aided by the Chairman and Vice Chairman.
- b. P. 1357 Rural Nomination Criteria. An up to date copy of this had now been received and was in the correspondence folder.
- c. P. 1358 Nuralite. Current numbers on the planning portal showed 58 comments of support and 148 comments of objection.
- d. P. 1358 Dickens sign. A quotation had now been received from the sign writer Terry Morris for £210 to repaint the Dickens sign for the DICKENS 150 celebrations in 2020 and Members agreed to proceed.

Cllr. Jeffery reported that she now had two volunteers to carry out clearance work around the old pond in Church Street (p. 1356 of the minutes refers).

Cllrs. Grey and Gilby agreed to arrange an appointment to meet with Sharon Donald to discuss the Rural Nomination Criteria (P. 1357 of the minutes refers)

### Parishioners' Matters.

None were brought to the notice of the Meeting.

### Parish Council Reports.

#### a. Higham Speedwatch

Peter Leakey reported that he was unable to access the Speedwatch data at the current time due to a problem with his computer.

#### b. Kent Community Warden

Paul Hassell thanked those present for their help in finding the Black Corsa car reported at the last meeting. As this had no tax, insurance or MOT it had now been crushed.

He reported complaints from Parishioners regarding a red micra car which often parked at the top of Gads Hill, close to the junction with Telegraph Hill, obstructing the cycle lane.

To evaluate the success of the Firework Display.

Cllr. Mackie thanked all those who had helped to make the Firework Display such a success. It was estimated that around 1000 people had attended the event and a total of £1014 in donations had been collected in the buckets. There had been many favourable comments on Facebook but also a complaint regarding the expectation of a donation by a volunteer when the display had been provided free of charge. The Clerk confirmed that an unexpected additional £650 plus VAT had been added to the final invoice for extra work commissioned by Cllr. Allinson.

To further discuss the Parish Council website development.

Cllr. Gilby reported that the domain would shortly be transferred to Netwise and go live before Christmas. He would send written instructions for all Parish Councillors about how to start using their new email addresses. It was agreed that no personal details of any Parish Councillor would be displayed on the new website. Contact details for the Clerk would continue to be displayed in the normal way. The same would apply on the annual Church Christmas leaflet which was shortly to be produced.

To receive an update regarding the renewal of the Memorial Hall Lease.

The Clerk reported that she had attended the recent Memorial Hall AGM when all Trustees had stood down and had then been re-elected. The Members of the Memorial Hall Committee were due to meet with Jenny Bradbury, charitable law expert at Action with Communities in Rural Kent, to discuss the Trust Deed and the role of the Trustees. Once this had taken place a further meeting with the Parish Council would be held.

Annual Parish Newsletter 2020.

The Clerk advised that reports for the 2020 Newsletter would be requested in the new year. The Newsletter would be edited this year by Cllrs Jeffery and Mendzil.

Councillors' Matters.

County.

As Cllr. Sweetland did not attend the meeting no report was given.

Borough.

As Cllr. Craske did not attend the meeting no report was given.

Parish.

Cllr. Allinson highlighted an old KCC road sign for Higham buried in the hedge near the Anisa restaurant in Gravesend Road. It was suggested that the sign writer might quote for the restoration of this.

Members gave approval for Cllr. Mendzil to apply for grant funding for new items of play equipment for the Recreation Ground on behalf of the Parish Council.

The Chairman reported that the Steadman Close street name sign to the green island at the head of the close had been hit and was damaged. There was also a deep pothole in this vicinity.

**BREAK FOR REFRESHMENTS**

## Reports.

### a. Planning.

The following planning applications had been received by the Planning Committee:-

#### Appln. no. 20191012 Land At, Bull Lane

Change of use of land for agricultural use as a smallholding including horticulture and livestock.

#### Appln. no. 20191174 27, Chilton Drive.

Construction of dormer extensions in the front and rear roof slopes and conversion of the roofspace into habitable rooms, erection of a single storey rear extension and installation of paved rear patio.

### b. Community Development Working Group

Cllr. Mackie reported that he was currently making enquiries regarding an outdoor cinema for use on the Recreation Ground.

Cllr. Allinson circulated a sheet giving an update of the refurbishment progress and usage of the Pavilion since 1/3/19 which had been compiled by the Pavilion Management Committee.

### c. Infrastructure Working Group

An update had been circulated by Cllr. Sparks. It was agreed to go ahead with the yellow lines as the initial costs had already been paid and the one resident who had responded was keen to see it proceed. KCC had indicated that it would cost between £15k and £20k to implement a weight restriction on Forge Lane, Villa Road and School Lane. It was agreed to ask Cllr. Sweetland if he would fund tracking strips to count the number of lorries which travelled down School Lane to assess the size of the problem. Kent Highways would also be asked if the Parish Council could put up its own signs to indicate that the roads were “unsuitable for large vehicles”. It was agreed that double height kerbs were better than wooden post in stopping parking on grass verges within the village. Cllr. Sparks agreed to enquire regarding the cost of these. A further tree quote had been received from a company used by the Borough Council. The contractor would keep the logs on site to reduce the cost and would provide sight of the necessary certification. Members agreed to proceed with KLJ Tree Services at a cost of £7750. Unlit street lights had all been reported, a blocked drain in Villa Road by the pub/library car park and continuing drainage problems in Hermitage Road. The proposed Joint Working Groups Meeting on 2/12/19 would deal with a discussion on the key actions for 2020 regarding the Village Plan, other outstanding highways issues and the Great British Spring Clean 2020.

### d. Executive Management Working Group

Cllr. Jeffery reported that supplies of winter salt were to be topped up with a further delivery from KCC both to the salt bins throughout the village and the village salt store.

## Finance.

The Clerk asked for approval for the items shown below, this being proposed by Cllr. Howard, seconded by Cllr. Carroll and agreed by all Members.

Clerks salary (October)	1150.95
HMRC (PAYE/NI October)	212.62
KCC (LGPS October)	433.52
Phoenix Fireworks Ltd. (revised balance for firework display)	3855.00
Singlewell Stationery and Print Ltd. (fireworks leaflets and notices)	257.56

Sue Sparks (Poppy Project cutter)	3.99
Sue Sparks (Love Higham business hosting and domain renewal)	82.68
Barbara Cousins (Poppy Project – ribbon)	7.47
Sue Sparks (Poppy Project – copier paper)	5.99
British Telecommunications plc (broadband)	181.47
SSE (toilets – electricity)	43.82
Victory Design Ltd. (firework display banners)	270.00
Lee and Son (surfacing to Landway)	420.00
Shaw and Sons Ltd. (legal stationery)	74.40
Elizabeth Hart (delivery of fireworks leaflets)	250.00
Mr S. Mackie (fireworks rope and arc lights)	82.50
Sue Sparks (Poppy Project – blu tak and refreshments)	3.00
Sue Sparks (litter picking / garden volunteers additional equipment)	66.90
Chairmans allowance	300.00
Higham with Merston PCC (grant towards Christmas leaflet S137/139)	120.00
GBC (rent for garage November by D/D)	76.85

#### Correspondence.

The correspondence folder had been available for perusal by all Members during the Meeting on that evening, but the Clerk drew Members’ attention to the following items:-

1. Members noted the conclusion of the 2019 Audit.
2. Cllr. Sparks agreed to attend the Lower Thames Crossing – Legacy and Benefits Workshop in London on 22/11.

#### To note the date of the next Parish Council Meetings

Monday, 25<sup>th</sup> November 2019 - Garden Competition Prizegiving and Christmas Buffet at Higham Library at 7.30 p.m. with the Mayor of Gravesham.

Monday, 13<sup>th</sup> January 2020

#### Any Other Business.

On behalf of PCSO Jo Hartley, the Clerk reported that Higham Library had recently advised Kent Police that it needed to get written permission to use the toilet facilities within the Library when officers were on special duties within the village.

It was resolved that:-

“Pursuant to Section 100A(4) of the Local Government Act 1972 that the public be excluded from the following item because it is likely in view of the nature of the business to be transacted that if members of the public are present during this item, there would be disclosure to them of exempt information as defined in Part 1 of Schedule 12A of the Act”.

There being no other business, the Meeting was closed to members of the public at 9.30 p.m. by the Chairman.