

**ALLHALLOWS PARISH COUNCIL****MINUTES OF THE MEETING HELD ON WEDNESDAY 20 JUNE 2012 AT ALLHALLOWS VILLAGE HALL, STOKE ROAD, ALLHALLOWS AT 7.15 pm**

<b>PRESENT:</b>	Cllr Mark Skudder	Chairman
	Cllr John Lambourne	Vice-chairman
	Cllr Mrs Yvonne Forrest	
	Cllr John Luck	
	Cllr Alan Marsh	
	Mrs Roxana Brammer	Acting Clerk
In attendance	Mr Mick Smith	Footpaths Officer
	7 members of the public	

**Item no** *Action point*  
Minute no 2011/12/

**1 APOLOGIES**

92 Apologies for absence were received from

Cllr Mrs Wendy Myers	On holiday
Cllr Mrs Noleen Skudder	Indisposed

It was proposed by Cllr Luck, seconded by Cllr Marsh and carried unanimously that these apologies be accepted by the Council. Apologies for absence were also received from Cllrs Phil Filmer, Chris Irvine and Tony Watson, Medway Council.

**2 CODE OF CONDUCT****93 a Declarations of Interest and Alterations to the Register**

Cllr Mrs Forrest declared a personal interest in item 11a, Allhallows Little Explorers, as the Council's nominee. Cllr Skudder declared a personal interest as a member of the management committee and Cllr Lambourne declared a personal interest as a helper, in item 11b, Youth Club. Cllr Luck declared a personal interest in item 12e Cross Park as he cut the grass and a prejudicial interest should the grass cutting be discussed.

**94 b New Code of Conduct**

The old code ceased on 30<sup>th</sup> June. Councils were required to adopt a new code from 1<sup>st</sup> July, but Medway Council would not be adopting theirs until the full Council meeting to be held at the end of July. The 3 options available were discussed. It was then proposed by Cllr Skudder, seconded by Cllr Marsh and agreed unanimously that the Parish Council adopt Medway Council's draft code, subject to any amendments made by Medway Council.

**3 MINUTES OF THE MEETING HELD ON 21 MAY 2012**

95 It was proposed by Cllr Luck, seconded by Cllr Mrs Forrest and agreed unanimously that the minutes of the meeting held on 21 May 2012 be signed as a true record, with the following amendments:

- 2012/13/44: Substitute “Kieren” for “Kevin”.
- 2012/13/47: Insert “evidence of” before “quad bikes”.
- 2012/13/74: Delete “between” and substitute “from”.
- 2012/13/87: Delete “Cllr Skudder” and substitute “Cllr Mrs Skudder”.

**4 MATTERS ARISING**

**96 a Item 11d, Minute 2012/13/11: Complaints Panel**

This item would be placed on the agenda for the next meeting.

**97 b Item 12a, Minute 2012/13/25: UK Power Networks**

The Acting Clerk gave an update. The wayleaves were now all in place and the job would now go back to the project planning department for finalising, costing and agreement. She had been advised to ask for a further update in September. It was expected the work would be undertaken in the autumn.

**98 c Item 12e(i), Minute 2012/13/57: Cross Park Sign**

Cllr Skudder apologised that he had not had time to obtain prices.

**99 d Item 23c(ii), Minute 2012/13/73: History Booklet**

Cllr Mrs Forrest asked about delivery and was informed it should be delivered to all properties by the end of July.

**PUBLIC SESSION**

The Chairman suspended the meeting for the public session.

Mrs O’Sullivan had collated all the history information. She would welcome additional material from other organisations.

Mr Woodhouse said that Medway Council’s planning committee was deciding the Bourne Leisure planning application that evening and said that the officer recommendation was for approval. He had asked to speak but had been told he could not. He asked if the Parish Council had been informed about this and it was confirmed it had not been informed.

The Chairman thanked the members of the public and re-convened the meeting.

**5 PLANNING**

**a Applications**

**100 i MC/12/1055:** 14 Avery Way: 2 storey rear and side extension; windows in roof level to front; roof light to side and rear to facilitate living accommodation in roofspace (demolition of existing conservatory and porch)

No objection

**101 ii MC/12/1065:** 66 Avery Way: Retrospective application for advertisement consent for installation of an internally-illuminated box sign

No objection.

- 102 **iii MC/12/1070:** 66 Avery Way: Application for Lawful Development Certificate (Existing) for the installation of roller shutters

No objection.

- 103 **b Decisions**

The decision as listed on Appendix A was received.

- c Appeals and Other Matters**

None

- 104 **i Meeting of Planning Committee**

Cllr Mrs Forrest asked that a meeting of the Planning Committee be convened to elect a Committee Chairman.

- 105 **ii Kingsmead Park**

Cllr Luck said there was a rumour that the owners proposed to demolish the offices and install more mobile homes. The Acting Clerk was asked to investigate.

- 106 **iii Bourne Leisure Application**

The Acting Clerk was asked to find out why the Parish Council, who had objected, had not been specifically informed that the application was on the agenda of the Medway Council Planning Committee being held that evening.

- 107 **d Licensing Applications**

None.

## **6 FINANCE**

- 108 **a Bank Balances**

The bank balances as listed on Appendix B were noted.

- 109 **b Cheques signed since Last Meeting**

The cheques signed since the last meeting as listed on Appendix B (103146, 103147) were ratified.

- 110 **c Accounts for Payment**

It was proposed by Cllr Marsh, seconded by Cllr Luck and agreed that the accounts for payment as listed on Appendix B be approved (cheques 103148-103156) with the addition of £480, Laverock Tree Care (cheque 103157); £105, L & M Services (103158) and £126.50, Clive Stanley (103159).

- 111 **d Budget Monitoring**

The budget monitoring was noted. Cllr Mrs Forrest asked for an over/under spend column to be added.

112 e **Internal Auditor's Report**

The report was noted and recommendations would be put in place.

113 f **Street Cleaning Costs**

Medway Council had paid some of the amount due for 2012/13 and the balance for both 2011/12 and 2012/13 were being finalised.

7 **HIGHWAYS & TRANSPORT**113 a **Footpath Officer's Report**

The Chairman suspended the meeting to enable Mr Smith to give his report.

Mr Smith said that all footpaths appeared to be passable. However, there was a lot of dog mess. He said that free bags were available from the mobile library. He had been in touch with Adam Taylor, Medway Council's Public Rights of Way Officer. They had discussed a barrier against motor bikes between the holiday park and golf course.

The Chairman thanked Mr Smith and reconvened the meeting.

114 b **Buses at Kingsmead Park**

There were issues with the buses turning at Kingsmead Park. It was understood from Mr Woodhouse that Medway Council was still the owner of the area and the Acting Clerk was asked to check this.

115 c **Binney Road**

It was reported there was a light in Binney Road that was on all day.

116 d **Verge Cutting**

This had still not been done and the Acting Clerk was asked to take up the issue with Medway Council again.

8 **WORK PROGRAMME**

117 The work programme was discussed. It would be uploaded to the website.

*MS*

9 **MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY**a **Recreation Ground and Playpark**

118 i. Bushes in front of St George's Walk. A resident had planted hedge plants at the edge of the Recreation Ground, in front of St George's Walk and had maintained them. He was now moving and would no longer maintain the bushes. It was proposed by Cllr Skudder that they be removed. This was seconded by Cllr Marsh and agreed. Laverock Tree Care would be asked to provide a quotation.

119 ii. Fence, St David's Road access. Colyn Property Services had provided a quotation for both a wooden and a metal fence. Comparative quotations would be sought.

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120 iii. Playpark. Colyn Property Services had repaired the climbing frame/slide. He

had inspected the Proludic equipment. There were no bolts missing from the zip wire. The other items were maintenance items and would cost little to do. He suggested levelling the grass mats with top soil and seed, which could be done as a project on project day. He would be asked to lubricate where necessary.

**b Cross Park**

- 121 i. Building Inspector's Report. This had now been received.  
 122 ii. Premises Licence. The business rates were needed and these were awaited from  
 Medway Council.  
 123 iii. Future Management of the Pavilion. Cllr Skudder had asked for volunteers and a  
 couple had come forward. He reported that the Village Hall Committee would be  
 interested in principle in running the Pavilion, but details would have to be agreed.  
 Interest had been expressed by people wanting to run keep-fit, circuit training and  
 Weightwatchers and interest had been expressed by Kingsmead Park.  
 124 iv. Scouts. The Scouts had asked if they could hold a boot fair on 21<sup>st</sup> July. The  
 Scout leader had been asked to confirm that Trading Standards and Environmental  
 Health had been informed, but this had not been confirmed. It was also understood from  
 the District Commissioner that the Scout Leader would have to take out public liability  
 insurance. A decision was deferred to the next meeting.

**c The Brimp**

- 125 i. Use by Church for family fun day.

Cllr Skudder declared a personal and prejudicial interest as a member of the Parochial Church Council and left the room. Cllr Lambourne took the chair.

The use of the Church for a family fun day was agreed.

Cllr Skudder returned to the meeting and resumed the chair.

- 125 ii. Use by History Club. The one-off use by the History Club was agreed.

**10 STREET CLEANING**

**126 a Litter Bins**

Cllr Skudder said the litter bins outside the shops by St David's Road were inadequate and he would bring a proposal to the next meeting. The bin outside the Londis was discussed. This was a private bin but became over full. Cllr Skudder suggested that this be emptied by the street cleaner and this was agreed.

**11 FLOWER BED PROJECT OUTSIDE SHOPS**

- 127 Cllr Skudder reported he had met Cllr Chris Irvine and a gardening organisation about rejuvenating the bed. Volunteers to maintain it would be required. He would get some prices.

**12 FRONT GARDEN COMPETITION**

- 128 The entries had been judged by the Chairman of the High Halstow Gardening Club. The results would be in the next edition of the magazine and the cheques would be made out at the next meeting.

**13 ACTION WITH COMMUNITIES IN RURAL KENT**

129 The Council had been a member of Action with Communities in Rural Kent for many years but the membership had lapsed. It was proposed by Cllr Marsh that membership be taken up again, at a cost of £35 pa. This was seconded by Cllr Lambourne and agreed.

**14 COMMUNICATIONS****a Allhallows Life – Review of inclusion of St Mary Hoo**

130 Cllr Skudder raised the issue of the inclusion of St Mary Hoo, who paid the printer for their own copies but made no other financial contribution. Cllr Mrs Forrest said she was happy with the current arrangement. After further discussion, it was proposed by Cllr Skudder and seconded by Cllr Marsh that any report by St Mary Hoo Parish Council should be included free of charge, but that reference to St Mary Hoo should be removed from the front cover. On a vote being taken, the motion was passed by 4 votes for and one against. Cllr Mrs Forrest asked for names to be recorded:

FOR: Cllrs Skudder, Lambourne, Luck and Marsh.  
AGAINST: Cllr Mrs Forrest.

Cllr Skudder said he would write to the Chairman of St Mary Hoo Parish Council.

**131 b Structure in Avery Way to Promote Events**

Cllr Skudder suggested a board in Avery Way that could be used to remind residents of events, such as project day or the farmers market. Both Cllr Mrs Forrest and the Acting Clerk thought that advertisement consent would be required. Cllr Skudder would provide dimensions to enable the Acting Clerk to ascertain whether advertisement consent would be needed.

**15 LIAISON OFFICERS' REPORTS****132 a Rural Liaison**

The Council had hosted the meeting, which had been attended by Cllrs Marsh, Lambourne, Luck and Mrs Forrest and the Acting Clerk. A presentation about a community fund had been made by Christine Evans of National Grid. Applications had to be submitted by 27<sup>th</sup> July. A request had been made for a representative to sit on the panel and it was agreed Cllr Mrs Skudder undertake this. A presentation had also been made by Martin Hall about the GIFT-IT programme. A meeting was being held the following Tuesday and it was agreed this be attended by Cllr Mrs Forrest.

**133 b Police Liaison and Neighbourhood Watch**

Cllr Luck reported that last meeting had been poorly attended. The only representative of the police had been PCSO MacGowan, who had attended on her day off.

**16 CORRESPONDENCE****134 Letter from Mr Mick Smith**

Mr Smith's suggestion had been included in the work programme.

**17 ANY OTHER BUSINESS**

135 No matters were raised.

The Chairman thanked councillors and members of the public for attending and closed the meeting at 9.40 pm.

Signed .....Chairman

On the .....day of .....2012