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ALLHALLOWS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 8th NOVEMBER 2023**

Cross Park Pavilion @6:30pm

PRESENT:

Cllr Chris Draper	Chair
Cllr Yvonne Forrest	Vice Chair
Cllr Karen Draper	
Cllr Trevor Bowley	
Cllr Linda Henderson	
Cllr Sue Morrice	
Cllr Jean Sheaves	
Mr Chris Fribbins	Parish Clerk
Cllr Rachelle Freeguard	Family

Apologies:

In attendance 2

- 112 1 **APOLOGIES FOR ABSENCE** Cllr Freeguard (Personal)
- 113 2 **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest – None
Audio Recording – Cllr Morrice – Audio recording for personal use
- 114 3 **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 11th OCTOBER 2023** Proposed Cllr Karen Draper, Seconded Cllr Morrice as a correct record - All Agreed.
- 115 4 **MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) – None**
SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):
None
- 116 5 **CLERK'S REPORT**
a) Staff Salaries, notification of £1 per hour NALC/SLCC Local Government Scales Notified and used for October Pay, also to be backdated to 1/4/23, will be calculated and paid in December with November Pay.
- 117 6 **GRANT REQUESTS – None**
- 118 7 **PLANNING**
a) **Planning Applications –** I
Update given re. Seven outstanding applications, majority are details pursuant to previous approvals.
MC/23/2348 Installation of Tube Slides within the Holiday Park. Allhallows Holiday Park Allhallows Rochester Medway ME3 9QD
MC/23/1781 Construction of an extension to link the existing showbar venue to the swimming pool and arcade, located within the central facilities area with associated infrastructure and ancillary works and demolition works if required. Allhallows Holiday Park Allhallows Rochester Medway ME3 9QD
MC/23/1495 Prior approval under Part 16 Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) for the Installation of a 22.5m monopole supporting 6 no. antennas reaching a maximum height of 23.14m with ancillary development thereto. Allhallows Holiday Park Allhallows-On-Sea Rochester ME3 9QD Has been withdrawn by the applicants.

MC/23/2007 Change of use from Class F2 to a mixed use comprising Class E and F1 to facilitate a larger site area than previously approved under MC/19/1304. Including use for a museum, displays and exhibition space, public tours and pre-booked parties, picnic areas, café, and gift shop with associated parking. Slough Fort Avery Way Allhallows Rochester Medway ME3 9QF

MC/23/1984 Retrospective change of use of residential unit to a mixed use of residential dwelling and a caravan site for the accommodation of 4no. touring caravans within the front garden/driveway to provide short-term let for contractors working within the vicinity of the site and the erection of boundary fencing -

Resubmission of MC/22/1912 Baytree Farm Stoke Road Allhallows Rochester Medway ME3 9PG

No comments raised

- b) **Medway Local Plan** – Consultation (Regulation 18) is now complete, a response was submitted for the Parish Council regarding impact of potential development sites in the Parish and on Ratcliffe Highway/A228 Four Elms Roundabout and developments already underway or completed recently. None of the sites in Allhallows have been assessed yet.
- c) **Rural Housing** – A recent on-line session has been held about the potential of local affordable housing, attended by the Clerk and Cllr Sheaves.

119 8 **HIGHWAYS AND FOOTPATHS**

- a) **Footpath Officers Report** – There has been some localised, temporary flooding. There is a dip in the road at St. Lukes and on Stoke Road by the last house. Growth of vegetation has stopped following colder weather.
- b) **Verbal contributions** – Trees from the Woodland Trust are being delivered for Cross Park in November. Medway Norse have also promised some trees/bushes for the Recreation Ground, volunteers for planting will be required.

120 9 **LOCAL REPORT/ISSUES**

- a) **Countryside Contract** – Contractor had not provided an invoice for August and September, despite chasing, so had not been paid. They had been chased for incomplete highways works and Shelduck Woods clearance of the boundary strip.
- b) **Street Cleaning** – The previous report of rubbish being left outside Tattoo Parlour business in Avery Way has been resolved. Shelduck Woods, Fencing dumped from a neighbouring property has been cleared. Rubbish was being left out early at the Hyde Housing property in Shelduck and being spread by foxes.
- c) **Active Cemetery** – Nothing to report, maintenance continues.
- d) **General Issues** – Nothing to report

121 10 **CROSS PARK IMPROVEMENTS (including s106)**

- a) **Update on works completed and outstanding.**
UKPN have visited the site and given a mid-November date for the electrical connection (awaited by Turners as the current cables from their barn are an obstruction to their works). Further works have been carried out to re-route the cable trunking to correct location on the pavilion wall. Further, minor, works have been requested by UKPN and will be carried out by Turner's contractors. An electrical supply has been ordered from British Gas (currently providing the gas). Turner's will be changing the water supply pipework.
- b) **Extension/New Build**
Plans for the new, additional Cross Park building has been drawn up by the Architect. Proposed Cllr Forrest, Seconded Cllr Sheaves that these plans be approved and submitted to Medway Planning – All Approved.

122 11 **YOUTH CLUB REPORT**

- a) **Youth Club Issues** – Community Pay-Back work continues on-site. The Brimp was used by Lindsay Hartney (Medway/Strood Youth for a half term event. Karate is planning to use the site on Wednesdays (and Mondays). There are plans to do Boxing sessions, including special Parkinsons session.

- b) **Extending Brick Store** – The Architect is also drawing up plans for a new build alongside the approved Brick Building extension and there have been discussions with the Whose Hoo (Heritage Lottery Fund Project) about funding.

123 12 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **ALLHALLOWS PACT** – Cllr Morrice /Freeguard– There as been an exchange of emails between the Parish Chair and the PACT Chair.
- b) **KALC (Medway)** – Cllr Morrice/Freeguard – Nothing to report. (New secretary now in place and will be following up.
- c) **Medway Council Rural Liaison** – Cllr Mrs Draper – Further meeting scheduled.
- d) **Village Hall** – Cllr Forrest – Nothing further.
- e) **Cross Park** – Cllr Freeguard – Café continues. Haven (Bourne Leisure) have agreed to provide a dumpster for the site and empty it on request (fortnightly).
- f) **Village Fete** – Cllr Forrest – Nothing further to report. Likely that 2024 activities will change from the fete.
- g) **Friends of All Saint’s Church** – Cllr Forrest – Nothing additional to report.

124 13 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** Cllr Forrest Nothing to report.
- b) **Recreation Ground and Playpark** Cllr Morrice/Forrest – Nothing to report, no issues.
Recreation Ground lease. It was proposed by Cllr Mrs Draper and seconded by Cllr Forrest, that the new lease for the Recreation Ground be approved from tonight’s meeting and the £400 legal costs of Medway Council be approved – All Agreed.
- c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available.
- d) **Peninsula East Primary Academy School Liaison** Chair – (Cllr Freeguard) No meeting.
- e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Liaison regarding implications of their development and works at Cross Park continue.

125 14 **FINANCIAL**

- a) **Finance Monitoring Reports (to 31/10/23)** – Reports Noted. Bank Reconciliations signed.
- b) **Issues Raised by External Audit**
The External Auditor’s report was circulated. No issues were raised, and the AGAR was displayed on the parish website and the noticeboards. The external audit report was noted.
- c) **Budget Strategy for 2024/2025** – An informal meeting will be held on November 22nd,6:30pm at Cross Park to look at initial figures, with a draft Budget presented at the December Meeting and the final budget and precept agreed at the January meeting.
- d) **Income**
Receipts October/November
- | | |
|---------------------------|--------|
| October | |
| Youth Club Tuck/Subs | £25.00 |
| | £60.00 |
| Brimp Brick Store Hire | £50.00 |
| November (to date) | |
| Youth Club Tuck/Subs | £20.00 |
| Brick Store Hire | £50.00 |

e) **To make Note payments for November 2023.**

an issue was identified with the receipts and payments sheet for this month (missing salary details). Verbally reported those totals and agreed subject to re-issue after the meeting). There had been a bank issue this month with access to online banking blocked.

Proposed Cllr Forrest, Seconded Cllr Morrice - All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	231101		
John Price Salary/less PAYE	231102		
Mick Smith Salary/less PAYE	231103		
Mick Smith Trousers Jacket	231103b	47.96	
Colin Davis Salary/Less PAYE	231104		
MMRC PAYE	231105	600.08	
NEST Employee/Employer Pension	231106	75.20	
EDF Energy Brimp Electricity DD	231107	137.00	6.52
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	231108	2,289.98	381.66
National Broadband Cross Park Broadband	231109	54.00	9.00
TJF Property Services Active Cemetery C182	231110	160.00	
TJF Property Services Cemetery Hedges C183	231111	280.00**	
Blakes Cold Store Keys	231112	222.00	37.00
Business Stream Allotment Water	231113	36.08	
TJF Property Services Active Cemetery	231114	160.00	
K Draper Christmas Lights	231115	87.90	
D/D Debit Card/Already Paid ** Corrected after meeting			

The exclusion of press and public to discuss personal staff and contract issues

Proposed Cllr Mrs Draper, Seconded Cllr Forrest – **ALL AGREED.**

126 15 **STAFFING ISSUES**

No issues raised.

Other Issues

Christmas Tree at the Black Barn was dead and will be removed, possible artificial replacement being investigated. The Christmas Tree at the Haven entrance was still growing and looking to support it further,

127 16 **DATE AND TIME OF NEXT MEETING**

The next meeting will be the December Meeting of the Council Wednesday 13th December 2023 (Cross Park Pavilion 6:30pm).

128 17 **FUTURE AGENDA ITEMS**

At 21:45The Chair closed the meeting.

Signed as a correct record of the proceedings.
Chair of Allhallows Parish Council