



## Allhallows Parish Council

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### TO ALL MEMBERS OF THE COUNCIL

You are hereby summoned to attend a MEETING OF ALLHALLOWS PARISH COUNCIL at the Cross Park Pavilion, Avery Way, Allhallows, on Wednesday 12<sup>th</sup> July 2017 at 6:30pm.

Councillors and members of the public are reminded that discussion of confidential information (i.e. personal matters and contract tenders must not be discussed in the open meeting and at any time the council may need to exclude press and public on a temporary basis to discuss these).

### AGENDA

1. **To note apologies for absence.**
2. **Declarations of Interest of any item on the agenda**
3. **To receive and sign the minutes of the Parish council meeting 14<sup>th</sup> June 2017.**
4. **Matters arising from minutes (not on Agenda or in Action Points)**
5. **To note the updates on the action points from previous meetings**  
*SUSPENSION OF MEETING FOR PUBLIC SESSION*  
*15 minute session: To receive questions and comments from the public.*  
*Matters raised may be placed on the agenda for the next or subsequent meeting(s).*
6. **Clerk's Report (not elsewhere on the agenda)**  
Update on issues and actions since Council meeting 14<sup>th</sup> June 2017
  - Anti-social behaviour issues
  - Parish Council Logo adopted
  - Tree inspection?
7. **Annual Report – to note progress**  
Review of membership:  
Finance and General Purposes (currently all members) and meeting date/s  
Personnel Advisory Committees (currently all members) and meeting date/s  
Youth Club Committee membership and meeting date/s
8. **Grant Requests –**  
Allhallows Village Hall have asked for support for their increased Business Rates (following Medway Council's removal of the 20% Discretionary Relief)
9. **Planning**
  - a) **Medway Local Plan – to be monitored**
  - b) **Allhallows Plans for comment**  
None to date
10. **Highways and Footpaths**
  - Potential Parking Restrictions (awaiting feedback from Medway Council)
  - Footpath Officers Report
  - Verbal contributions from Councillors
11. **Cross Park Issues**
  - a) **Governance**  
The Charity documents have been circulated to the Cross Park Association (CPA). Three initial trustees are required to submit the application for a Charity Incorporated organisation.  
The initial worries are around the financial implications and some suggestions are:  
A summary report of the finances has been circulated and recommended as a basis for further discussion in the charitable status and transfer of responsibilities to the new Cross Park Association.
  - b) **Building/Land Issues**
  - c) **Permissive Footpath**  
Awaiting details from Kingsmead Park
  - d) **Temporary Changing Rooms**  
Awaiting further progress. (CPA have grant funding to connect to electrical supply and water).
  - e) **Pavilion**  
Contractor has ordered the parts for the main door shutter motor and will arrange to fit.  
The British Gas CarePlan renewal has been received £447.73 – alternatives are still being investigated.
12. **Youth Club/Brimp Report**  
More adult help/volunteers are still required but attendance and adult cover is increasing. Looking to organise a meeting or drop-in sessions to help identify requirements from adults and youngsters.

The summer break is approaching and the 6-month probation period for Zoe McCall will be in August.

**a) Football Arena**

Parts to repair missing panel and door have been ordered (the larger refurbishment deferred for further investigation into a cheaper solution and possible playing surface replacement. Parts delivered are incorrect and are awaiting collection by a courier. Vandalism has occurred to the arena – with damage to three vertical, half poles – awaiting cost. It has been reported to the police who are investigating, there is CCTV of the incident and some names of those involved had been passed to tyhr police.

**b) Water Inspection**

Report Received – no issues, although as seldom used taps, need to be flushed through before use.

**c) Road and Lighting**

There has been approval of a £500 donation towards repairs to the road, awaiting update from Bourne Leisure. The Chair has some indicative quotes for lighting and will liaise with Bourne Leisure about cost of fitting. Two road lights have been vandalised (Glass broken) one still works, one doesn't. A further light is not working.

13. **Recreation Ground**

Bench site to be confirmed and the bench will be moved.

**a) Play Equipment**

Parts have arrived and Colyn Property Services are carrying out the maintenance/fixes.

14. **Allhallows School Parking**

The Chair has suggested investigating the use of the wood opposite the school for parking. The woods do have amenity value and planning permission is likely to be required. The owners will need to give approval.

15. **Contributions from Representatives (2017/2018) on external bodies**

- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
- Rural Liaison (Cllr. K. Draper)
- Police Liaison (Cllr. Luck, Substitute Cllr. D Bennett)
- Village Hall (Cllr. Forrest)
- Cross Park Association (Cllr. Luck)
- Friends of All Saints Church (Cllr S Bennett)

16. **Reports from other member responsibilities (subject to changes at the Annual Meeting)**

- Allotments (Cllr. Forrest)
- Recreation ground and playpark (Cllrs. Forrest and Huntley-Chipper (Vice Chair)) – (graffiti on play equipment has been cleaned off). Inspection training carried out, Annual Inspection arrange for May.
- Bourne Leisure Liaison (Cllr. C Draper (Chair))
- Allhallows Primary School Liaison (Cllrs. D & S Bennett)

17. **Management of Council's Land and Property**

Follow-up meetings with relevant committees to be arranged

18. **Financial**

- Finance Monitoring
- To make payments – online payment and cheque list (circulated before the meeting, final version at meeting)

Nb. If personal payments **need** to be discussed the Press and Public will need to be excluded)

19. **Staffing Issues**

nb. If personal issues need to be discussed the Press and Public will need to be excluded.

Street Cleaning Responsibilities

Cross Park Cleaner

Youth Worker

20. **Date of next meetings –**

Parish Council Meeting, Wednesday 9<sup>th</sup> August 2017 (2nd Wednesday) @ Cross Park Pavilion, 6:30pm

21. **Future agenda items**

*Chris Fribbins*, Clerk to the Council

6<sup>th</sup> July 2017