



## 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 8<sup>th</sup> November 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 11<sup>th</sup> October 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. **Co-option of Councillors**  
Potential candidates were due to be interviewed on an informal basis 3/11, nominations need to be made at this meeting.
7. **Clerk's Report (not elsewhere on the agenda)**  
Update on issues and actions since Council meeting 11<sup>th</sup> October 2017.
  - Tree inspection (to be done 10/11)
  - Meeting with Chair/Clerk/Medway Community Safety Unit, Kent Police/Medway Community Safety/Ward councillors).
  - Airfields Plaque – the Village Hall have agreed to a location at the hall
8. **Grant Requests** – None currently
9. **Planning**
  - a) **Medway Local Plan – to be monitored**
  - b) **Allhallows Plans for comment – none to date**
10. **Highways and Footpaths**
  - Potential Parking Restrictions (Medway Council are now working on it)
  - Footpath Officers Report
  - Verbal contributions from Councillors
11. **Partners and Community Together (PACT)**  
Next meeting 15<sup>th</sup> November – attendance to be agreed.
12. **Cross Park Issues**
  - a) **Governance/Annual Financial Support and Responsibilities**  
Charity registration forms submitted. Queries with constitution to be handled retrospectively/ Transfer of responsibilities (draft license) to be drawn up for new charity to discuss/agree.
  - b) **Building/Land Issues**  
The monthly report from Trevor Bowley will be circulated by email when it arrives.
    - i) **Cross Park Woodland Proposal (Land Logical)**
      - a. **Ian Davison, Surrey Hills Solicitors, Dorking**, who specialises in Parish and Town Council issues have checked the documentation so far and reports no problems with parish council powers and has checked the title deeds allow this work.
      - b. LL have engaged with Groundwork UK to help oversee and produce design for woodland and are preparing a feasibility study with specific options for the work, creation of the woodland and reinstatement where required.
      - c. The Parish Council is now waiting for the feasibility report for consideration, and if there is a basis for proceeding with the work, public consultation will be carried out (leaflet/public meeting) and residents views sought before it can proceed further.
    - ii) **Permissive Footpath/Sport/Community Facilities**  
Since the October parish council meeting the Clerk/Chair/Vice Chair have met with the Allhallows Park (Kingsmead) owners who outlined their proposal to extend Allhallows Park (Kingsmead). This planning application would also include an s106 planning commitments to provide:
      - The permissive park (Recreation Ground to Cross Park Country Park)
      - A bowling green on the sports area
      - An extension of the pavilion to provide indoor sports, permanent changing rooms, social and community facilities (a new community centre).

These would be shared with the village and Allhallows Park residents. Cross Park would remain in the ownership of the parish council and operational details would have to be agreed (i.e. through an operational license with the Cross Park Association).

This has been followed up since and they have provided a skeleton s106 agreement. They propose to hold a public exhibition of their plans in the Cross Park Pavilion on the 30<sup>th</sup> November. The owners are drawing up draft architects drawings to confirm costings for the work and then further discussions can take place. These suggestions have been documented on our website and the Village Hall Committee informed.

**The Parish Council's views, and if these proposals are supported (at this initial stage) is sought.**

### iii) **Temporary Changing Rooms**

( a Cross Park Association Project/Cross Park FC). At this time connection to water/drainage and electricity was planned but not complete.

### iv) **Pavilion**

A hole in the roof has was found during the recent CCTV works. Colin Davis to fix – it looks as though somebody had climbed on the roof and tried to break in through the roof.

v) Concerns have been raised by residents about the football activities around games and when changing after the game – this has been raised with the football club by the Vice Chair.

## 13. **Youth Club/Brimp Report**

More adult help/volunteers are still required. Looking to organise a meeting, or drop-in sessions, to help identify requirements. Meeting of Youth Committee required to review current operations and way forward.

### a) **Football Arena**

Insurance claim updated (following contact from the insurer and ITSAGOAL), The insurance company had agreed the claim and ITASAGOAL and BTD electrical. Their needs to be some hoeing in the arena.

### b) **Road and Lighting**

Two road lights have been vandalised (Glass broken) one still works, one doesn't, one further light is not working – the electrician will repair/replace these lights when he attends to fix the football arena lights. The plans to surface the road have been postponed by Bourne Leisure due to vandalism.

## 14. **Recreation Ground –**

a) No issues raised

b) Play Equipment – No outstanding issues reported.

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

- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
- Rural Liaison (Cllr. K. Draper) – next meeting January 2018.
- Police Liaison (tba)
- Village Hall (Cllr. Forrest)
- Cross Park Association (Cllr Huntley-Chipper)
- Friends of All Saints Church (tba)

## 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)).
- Bourne Leisure Liaison (Cllr. C Draper (Chair))
- Allhallows Primary School Liaison (tba)

## 17. **Financial**

- Finance Monitoring Reports circulated
  - 2018/2019 Budget Strategy – any suggestions from councillors to the Clerk required by the end of November so that a draft budget can be prepared for the December meeting and agreed in January 2018.
  - To make payments – online payment and cheque list (draft 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

## 18. **Staffing Issues**

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

A report of the Personnel Advisory Committee (3/11) will be circulated.

Mick Smith was engaged for a further week to finish off the work he has been doing (helping the cleaners remove the weeds from the kerbs\_. Feedback required from councillors and clerk on the effectiveness of this.

Street Cleaning Responsibilities/Cross Park Cleaner/Youth Worker

## 19. **Date of next meetings –**

Parish Council Meeting, Wednesday 13<sup>h</sup> December 2017 (2nd Wednesday) @ Cross Park Pavilion, 6:30pm

## 20. **Future agenda items**

*Chris Fribbins*, Clerk to the Council 1<sup>st</sup> November 2017