



ALLHALLOWS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 9th MARCH 2022**

Cross Park Pavilion, 6:30pm

PRESENT:	Cllr Chris Draper	Chairman
	Cllr Yvonne Forrest	Vice Chair
	Cllr Sue Morrice	
	Cllr Len Lovatt	
	Cllr Karen Draper	
	Cllr Trevor Bowley	
	Cllr Rachelle Freeguard	
	Mr Chris Fribbins	Parish Clerk
Apologies:	None	
In attendance	None	

- 667 1 **APOLOGIES FOR ABSENCE** None
- 668 2 **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest – Cllr Freeguard, Trustee Cross Park Association.
Audio Recording – Cllr Morrice records the meeting for personal use.
- 669 3 **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 9th February 2022** Proposed as a correct record by Cllr Morrice, Seconded Cllr Forrest.
All Agreed.
- 670 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
- 671 5 **CLERK'S REPORT**
- a) **Update** – Nomination for 2022 Community Award has been submitted to KALC.
- b) **Annual Parish Meeting** -27th April in Cross Park agreed. Invites to be sent to Medway ward councillors, Cllr Jarrett, MP, Rev Gwilt, Local Groups – update on Planning Issues (Local Plan etc.). Refreshments agreed (Cllr Mrs Draper/Chair to organise.
- c) **Platinum Jubilee Report** – Cllr Freeguard is coordinating. There has been a positive response from Haven/Bourne Leisure and events to be held at Slough Fort for three or the four days. A token entrance of £1 or 50p per person had been suggested to raise funds for Slough Fort (their charitable aims are the maintenance and restoration of the fort), but there was a general concern that this was not the aim of the Platinum Jubilee and other organisations involved and that it should be free for local residents and Haven visitors. Slough Fort would collect income from Laser Tag.
- d) **Parish Boundaries/Councillors** – A draft report on the Medway Parish Council boundaries, wards, number of parish councillors has suggested no change for Allhallows Parish Council (no wards and eight councillors) a formal request for comments is planned for April 2022. They would investigate the use of Cross Park as a Polling Station as the Village Hall is remote from residents at the northern end – this was additional to the Village Hall, rather than a replacement, so may be discounted due to cost.
- 672 6 **ANNUAL RISK ASSESSMENT AND ASSETS**

- Proposed Chair, Seconded Cllr Forrest that the Annual Risk Assessment and Asset list be approved – **All Agreed**. Further audit of assets to be agreed, with pictures and geo location used in the Rialtus Asset Management system with other relevant information.
- 673 7 **GRANT REQUESTS** – There has been a request, by post, for a donation to Kent and Sussex Air Ambulance. Councillors agreed that it provided a vital service in our rural area. Propose Chair, Seconded Cllr Morrice that a donation of £300 be granted – **All Agreed**.
- 674 8 **PLANNING**
- a) **Planning Applications** None notified
- b) **Medway Local Plan** No further update, publication of Draft and public consultation still delayed due to problems with documentation available and issues with Chatham dockyard allocation for housing. Now consultation expected to be further delayed to June.
- c) **Air Quality Action Plan Four Elms Hill, Chattenden** - Published
- 675 9 **HIGHWAYS AND FOOTPATHS**
- a) **Footpath Officers Report** –Cllr Bowley’s report circulated. There had been some voluntary work on the footpath (public highway) through Avery Woods and alongside the boundary with Doctor’s Surgery. Cllr Bowley thanked for his continued voluntary work across a number of sites and noted that he had now built up a small team of residents to help monitor and carry out works.
- b) **Verbal contributions** – Potholes at the entrance to St Lukes Road were noted and will be reported to Medway Cllr Filmer for action by Medway Highways Department.
- 676 10 **LOCAL ISSUES**
- a) **Countryside Contract** – No issues reported. The weather had limited the growth of weeds and grass this year, but that was starting to change. Issues with trees in the St Lukes alleyway to the Recreation Ground were noted, especially with a large tree in Shellduck Close encroaching on the alleyway. Work to improve the ease of maintenance of the Shellduck Woods is being investigated by the Chair, with quotes/estimates for creating a c.6’ margin around both woods being sought.
- b) **Street Cleaning** – No issues reported. Some waste at Cross Park had not been removed due to a concern, by the cleaner, that it was commercial. He is to be asked to use best endeavours to get this collected by Norse/regular domestic waste collection.
- c) **Active Cemetery** – Contact had been made with Rev. Gwilt and a meeting is being arranged with him, a Church Warden and Clerk, Chair, Vice Chair, onsite to discuss issues.
- d) **General Issues** – None Raised
- 677 11 **CROSS PARK ISSUES**
- Cllrs Freeguard declared an interest in this item as a trustee of the charity.
- a) **Expansion of Facilities** – Meeting with Turners Group Project Manager held. They are keen on the electrical power supply to Cross Park being separated from their site as soon as possible. Further site investigations into gas, water supply and sewerage from the site being carried out. The permissive path from Cross Park to the recreation ground will be delivered soon as they need to secure their site for development (including a relocation of the entrance into/out of Cross Park.
- b) **Flooring for the Entrance Lobby/Toilets-** Work previously approved and due to be carried out this week (9th March).
- c) **Equipment** – Cooker moved from Brimp to Kitchen, new extractor fan fitted (external venting), dishwasher installed – grills and pans purchased.
- d) **Internal CPA Issues** – The Café was planned to reopen in 20th March (later delayed to 3rd April. Discussions underway with football club. Advertising signs, with space for advertising opening times) purchased to be placed over existing signs at Avery Wood/School, Entrance to Avery Way and entrance road to Cross Park.
- 678 12 **THE BRIMP ISSUES including Youth**

- a) **Youth Club Issues** – Separate bank account with debit cards being progressed with Barclays Bank.
Youth equipment collected from Cliffe and Cliffe Woods. Cllr Mrs Draper Proposed, Seconded Cllr Morrice donation of £250 to Cliffe and Cliffe Woods Parish Youth - All Agreed.
- b) **Extending Brick Store** – The Contractor has still not confirmed that he will be onsite in Early February following another job they are completing. Further quotes requested from previous contractors.

679 13 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **ALLHALLOWS PACT** – Cllr Morrice – Meeting to be arranged.
- b) **KALC (Medway)** – Cllr Morrice/Forrest – Meeting held 23rd February in Memorial Hall, Wainscott, included a presentation from Christoph Bull on the history of the Hoo Peninsula.
- c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – Meeting 2/3/22 discussed Loss of Rural Liaison Grant (and possible need-based replacement), Lower Thames Crossing, Secondary education and need to use Stoke Primary School building for secondary school as new school near Medway Tunnel approach in Strood will not be ready – with a need to bus them from Strood and other locations.
- d) **Village Hall** – There is a need for additional Trustees to manage the hall. It is now fully reopened. Some external vegetation maintenance still being arranged by Parish Council.
- e) **Cross Park** – Still vacancies for Trustees.
- f) **Village Fete** – Cllr Forrest – No meeting but bingo in Village Hall arranged and 500 Club continuing.
- g) **Friends of All Saint's Church** – Cllr Forrest – No meeting.

680 14 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** (Cllr Freeguard declared an interest as an allotment holder) Cllr Forrest - Allotment rents have been received.
- b) **Recreation Ground and Playpark** Cllr Forrest –Extra four signs to be investigated banning horses, motorbikes/quads, but are likely to require fixed poles installed for them – still outstanding – enforcement remains an issue.
- c) **Bourne Leisure Liaison** Cllr C Draper – the Chair is due to meet with them in Monday 14th March.
- d) **Allhallows Primary School Liaison** Chair – Cllr Freeguard No further meeting.
- e) **Turners Group** – Meeting held, reported previously in minutes.

681 15 **FINANCIAL**

- a) **Finance Monitoring Reports (to 28 February 2022)** Financial reports were circulated, all agreed to note.
- b) **Income**
Receipts February/March Noted
CPA First Aid Kit £32.29
Youth Club Tuck/Subs £181.32
CPA Grill and Pans £111.88
CPA Dishwasher/Extractor Fan £528.00
Youth Club Tuck/Subs March to date £113.0
Allotment Rents £245.00
- c) **To make payments for March** Proposed – Cllr Freeguard, seconded – Cllr Morris that the payments as listed be authorised, as necessary. – ALL AGREED

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	220301		
John Price Salary/less PAYE Holiday	220302		
Mick Smith Salary/less PAYE	220303		
Pay include Salaries Increase Award from 1/4/21 backpay			
HMRC PAYE	220304	553.98	
NEST Employee/Employer Pension	220305	74.27	
Argos Grill & Pans	220222	15.89	
Argos Grill & Pans	220223	95.98	
EDF Energy Brimp Electricity DD	220306	158.00	7.52
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	220307	2,289.98	381.66
4G Internet Cross Park Broadband	220308	54.00	9.00
Colyn Property Servs Village Hall Grass	220309	60.00	
TJF Property Serv Active Cemetery+Cut Back	220310	280.00	
Mikes Main Drain Brimp Septic Tank Empty	220311	192.00	32.00
Just Bin Bags 3x 200 Zircon	220312	87.19	14.53
Colyn Property Serv Cross Park Kitchen	220313	248.69	
12Pay Limited Payroll Software	220314	79.20	13.20
C&CW PC Donation for Youth Equipment	220315	250.00	
Ink N Toner Retail - Brother Printer Toner	220316	24.69	4.12
TJF Property Serv Active Cemetery Grass	220317	160.00	
Kent&Sussex Air Ambulance Donation	220318	300.00	
<i>Microsoft 365 Annual Subscription</i>	220319	59.99	10.00
<i>Amazon Basketball Stand (Youth Club)</i>	220320	99.59	16.60
<i>Amazon Snow Cone Cups (Youth Club)</i>	220321	6.95	1.16
<i>Amazon Snow Cone Kit/Ball Pump (Youth Club)</i>	220322	32.09	1.67
<i>Amazon Air Fresheners (CPA)</i>	220323	19.00	3.16
<i>Amazon Bike Ramp (Youth Club)</i>	220324	64.34	10.72
<i>Amazon Brother Printer Belt Unit</i>	220325	136.12	22.69
<i>Argos Kitchen Accessories (CPA)</i>	220326	107.50	17.02
<i>Cross Park Lobby/Toilet Flooring</i>	220327	tba	

Items in italic arisen since meeting, have now been paid, delegated powers.

Items paid Direct Debit/Debit Card

- 682 **The exclusion of press and public to discuss personal staff issues not required.**
- 683 16 **STAFFING ISSUES** None reported.
- 684 17 **DATE AND TIME OF NEXT MEETING**
The next meeting will be Wednesday 13th April 2022 at 6:30pm **at the Cross Park Pavilion.**
- 685 18 **FUTURE AGENDA ITEMS –**
At 20:48 The Chair Cllr Chris Draper closed the meeting.

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