



# ALLHALLOWS PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 8<sup>th</sup> OCTOBER 2025  
Cross Park Pavilion @ 6:30pm

## PRESENT:

Cllr. Yvonne Forrest	Vice Chair
Cllr. Mrs Karen Draper	
Cllr. Sue Morrice	
Cllr. Trevor Bowley	
Cllr. Kim Wood	
Cllr. Jean Sheaves	
Cllr. Van Niekerk	
Chris Fribbins	Parish Clerk

Apologies: Cllr. Draper  
In attendance Two members of public

- 276 1 APOLOGIES FOR ABSENCE**  
Cllr Draper (Medical) (Cllr Forrest took the Chair for the meeting)  
Proposed acceptance of apologies Cllr Wood, Seconded Cllr Morrice  
– ALL AGREED  
Medway Cllr Spalding has offered his apologies
- 277 2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**  
Declarations of Interest – Cllr Wood (Cross Park Association)  
Audio Recording – Cllr Morrice – Audio recording for personal use
- 278 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 10<sup>th</sup> September 2025**  
Proposed Cllr Forrest, Seconded Cllr Wood as a correct record – ALL AGREED.
- 279 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)**  
Shelduck Fencing to be followed up by Cllr Draper  
Dog fouling signs/Café signs and location to be followed up.  
Church Commissioners agents emailed regarding Avery Wood, no response.  
**SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):**  
A resident raised an issue regarding a dead tree at the Brimp Road/Avery Way junction. It was not clear who the owner was Haven or adjacent property. Haven to be approached.
- 280 5 CLERK'S REPORT**  
Nothing further to report.
- 281 6 GRANT REQUESTS**  
None (awaiting Village Hall and Cross Park Association as budgeted).
- 282 7 PLANNING**  
a) Plans  
**MC/25/1605 The installation of an enclosure to cover the external swimming pool, including links to the building and associated HVAC equipment, with other associated works Allhallows Holiday Park Allhallows Rochester Medway ME3**

- 9QD**  
**No Comments**
- b) **Allhallows Neighbourhood Plan**  
Nothing to report.
  - c) **Draft Medway Local Plan 2041**  
Nothing further due to submit to Planning Inspector **early 2026**.
  - d) **Update on potential development off Binney Road/Stoke Road**  
Nothing further to date.
- 283      8      **HIGHWAYS AND FOOTPATHS**
- a) **Footpath Officers Report**  
Cllr Bowley and Mr Don Baulk Reports received.
  - b) **Verbal contributions**  
None
- 284      9      **LOCAL REPORTS/ISSUES**
- a) **Countryside Contract (hedgerows/amenity land/Closed Churchyard/Recreation Ground/Shelduck Woods**  
Hedgerows due to be cut. Ditches in Binney Road require attention.
  - b) **Street Cleaning**  
Issue with collection of Gas Cylinders by NORSE, being chased. Bins at Shopping Parade damaged and need new liners..
  - c) **Active Cemetery**  
Hedges/bushes cut. War Grave Commission had visited and cleaned the two war graves (6 monthly visits)
  - d) **General Issues**  
Cllrs Forrest/Morrice have cut back a large tree.
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- 285      10      **CROSS PARK IMPROVEMENTS (including s106)**  
**Update on works completed and outstanding.**
- a) **CCTV**  
Register and policy for access and control needed.
  - b) **Street Lighting**  
Installed – Control to be moved higher and handover 13/10/25.
  - c) **Installation of shutters on front windows**  
are being scheduled.
  - d) **Dog signs to be installed**  
reminding dog owners to control their dogs and pick up dog waste etc. Proposed Cllr Forrest, Seconded Cllr Mrs Draper – **All Agreed**.
  - e) **Paving by rear entrance to Pavilion**  
(step) is to be modified. Proposed Cllr Forrest, Seconded Cllr Mrs Draper ALL AGREED.
  - f) **Quote required** for removal of old extractor fans and install of new ones.
  - g) **Cross Park Association** may need to purchase additional tables as they are busy on Saturdays with Footballs Clun (Matter for CPA, not PC)
- 286      11      **YOUTH CLUB REPORT**
- a) **Youth Club Issues**  
Some **continued** issues with YC equipment with other parties (table tennis table etc.)
  - b) **Extending Brick Store**  
Interim work has been completed (will need a doorway into Brick Store/electricity, decoration etc. will need to be planned).
  - c) **Brimp Site Usage**  
Karate operating on Wednesdays, Youth Club Tuesday, and Allhallows Scouts now active Thursday/Friday (initially Squirrels/Beavers/Cubs). Brick Store usage continues for film making. Payment arrangements for Scouts to be reviewed.
- 287      12      **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **KALC (Medway)**  
Next meeting 29/10/25.
- b) **Medway Council Rural Liaison Cllr Mrs Draper**  
A further special meeting (4/11/25) is planned to update rural councillors on Local Government Reorganisation for Medway and Kent has been scheduled.
- c) **Village Hall – Cllr Forrest**  
Village Hall report Sept 2025  
The public liability insurance has been taken out and so have all the other insurances the bouncy castle and contents.  
A new trustee asked about the trustee insurance and said that if they didn't have one she would resign as a trustee but stay on as a committee member. It was reported that they didn't have one and didn't think they needed it but asked the new trustee to hold back till they did some digging on it and if he found that it was needed they would get the insurance done. They looked back on old paperwork and found that the v/h did used to have one till 2020 so now it's been reinstated. They have a small problem with a corner of the roof (outside) which they are now looking into.  
Bookings are going well and the bank balances are looking better, at the moment they still don't have full control of the bank account.  
They now have a book swap unit which is outside by the main door so people have access to it at all times.  
They have now bought a lawn mower and hope to tidy up outside soon.  
They have various events going on at the hall which they put out on Facebook.  
The new trustee is now no longer a trustee or a committee member.
- d) **Cross Park Association**  
Cllr Bowley – Further meeting to be scheduled. New Trustee appointed.  
Arrangements are being made to regularise the keys in use and register use. The clerk has made initial contact with Kent Wildlife Trust/Medway Cllr Curry regarding a 5-Year maintenance plan for Cross Park land. Football Academy on Saturdays agreed (Cliffe Woods Colts). Annual payment made and initial sessions held.
- e) **Friends of All Saint's Church – Cllr Forrest**  
regular events scheduled (community café, Applause theatre).
- f) **Slough Fort**  
Further grants obtained and refurbishment works continue.

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**REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments Cllr Forrest**  
Damage to fence to an adjacent property reported by resident. Repair likely to be £70-£100 – to be actioned under delegated powers.
- b) **Recreation Ground and Playpark Cllr Morrice/Bowley**  
Inspection training still to be scheduled for Bruce Mulhall and others to be identified (after Annual Inspection), A local resident had performed some weeding and Cllr Morrice had removed some graffiti in the Playpark.
- c) **Bourne Leisure Liaison Cllr C Draper**  
liaison continues when manager available.
- d) **Peninsula East Primary Academy School Liaison Cllr Forrest**  
Liaison continues with 'Eco Warriors' team to help plant trees and bulbs with Cllr. Bowley and Mr Baulk (6/11/25)
- e) **Turners Group – (Cllr C Draper, Forrest, Clerk)**  
Liaison to continue with new contacts – meeting not yet arranged.

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## 14 FINANCIAL/POLICY

**a) AGAR Response from External Auditor (Mazars) Received**

AGAR and External Audit Report to be displayed on website and all 3 noticeboards. No items flagged for action. AGREED TO NOTE

**b) Finance Monitoring Reports**

Bank balances 30/08/25 and financial reports **Agreed to note**, Bank reconciliations signed by the Chair.

**c) Income/Receipts****September**

C Fribbins Vodafone Refund August	£60.72
Norse Medway Countryside Contract	£28,862.08
YC Tuck/Subs	£55.00
Karate Brimp Hire	£250.00
Brick Store Hire	£100.00
Scouts Brimp Usage	£500.00
Bank Interest	£461.72

**October**

YC Tuck/Subs	£110.00
C Fribbins Vodafone Refund September	£60.72
Karate Hire	£75.00
Brick Store Hire	£50.00
Scouts Brimp Usage	£600.00*

\* Awaiting payment identified after meeting

**d) To make/note payments for October 2025.**

Proposed Cllr Morrice, Seconded Cllr Wood – All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	251001		
C Fribbins Blakes Keys for CP Containers	251001A	14.00	
Bruce Mulhall Salary/less PAYE	251002		
Mick Smith Salary/less PAYE	251003		
Colin Davis Salary/Less PAYE	251004		
Angela Goodhew Salary/Less PAYE	251005		
Angela Goodhew Mops etc.	251005A	45.96	
HMRC PAYE	251006	615.57	
NEST Employee/Employer/AVC Pension	251007	564.22	
EDF Energy Brimp Electricity Bill DD	251008	267.41	2.73
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total Payment	251009	2,289.98	381.66
National Broadband Cross Park	251010	54.00	9.00
IRIS Staffology Payroll Software DD	251011	12.00	2.00
TJF Property Servs Active Cemetery C226	251012	160.00	
TJF Property Servs Active Cemetery C227	251013	160.00	
TJF Property Servs Hedges etc. C228	251013b	280.00	
Vodafone Brimp Broadband Sep 25	251014	98.72	16.45
Elite Heating Service CP Boiler Replace	251015	2,799.00	466.50
Astra Security Systems CP CCTV (Balance)	251016	5,543.70	923.95
Swale Shutter Door CP Shutters (Balance)	251017	1,374.47	229.08
Kent Wildlife Trust Annual Sub	251018	48.00***	
Yvonne Forrest Tools for BM	251019	46.00	
Sue Morrice Graffiti Remover	251019	4.00	0.66
Already Paid			

Just Bin Bags Black Sacks	250980	91.49	15.25
Swale Shutters CP Shutters (Deposit)	250981	1,649.36	274.89
Elite Heating CP Boiler (Deposit)	250982	933.00	155.50
RBL Trading Remembrance Poppies Donatio	250983	100.00	
<b>ZEMPLER (Youth Club)</b>			
Farm Foods YV Tuck/Equipment	250991	105.25	
Home Bargains YC Tuck/Equipment	250992	34.02	
<b>*** Duplicate Payment Raised (To follow-up)</b>			

**290 15 STAFFING ISSUES /Confidential – No items**

**291 16 DATE AND TIME OF NEXT MEETING**

The next meeting will be the November Parish Council Meeting on Wednesday 12<sup>th</sup> November, 2025 (Cross Park Pavilion 6:30pm).

**292 17 FUTURE AGENDA ITEMS**

None, at 21:00 The Chair closed the meeting.

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