



**ALLHALLOWS PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 14<sup>th</sup> JUNE 2023**

**Cross Park Pavilion @6:30pm**

**PRESENT:**

Cllr Chris Draper	Chair
Cllr Karen Draper	
Cllr Sue Morrice	
Cllr Rachelle Freeguard	
Cllr Trevor Bowley	
Mr Chris Fribbins	Parish Clerk

Apologies: None  
In attendance 9

- 021 1 APOLOGIES FOR ABSENCE** Cllr Yvonne Forrest (Husband unwell)
- 022 2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**  
**Declarations of Interest** – Cllr Freeguard – Cross Park Association  
**Audio Recording** – Cllr Morrice records the meeting for personal use.
- 023 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 10<sup>th</sup> MAY 2023** Proposed Cllr Mrs Draper, Seconded Cllr Morrice as a correct record - All Agreed.
- 024 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)** – Yantlett Creek gate still being locked, to be followed-up.  
**SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):**  
**PC David Brett** introduced himself and his new emerging role as a Community Officer covering the Hoo Peninsula and Medway City Estate, building contacts with the communities under Neighbourhood Policing Policy covering Kent.  
**Medway Cllr Spalding** introduced himself and activities since election in May 2023. He reported that £17m had been spent on the Housing Infrastructure Fund bid (£170m) but this may now be withdrawn. He had been in discussions with Environmental Health about the local mosquito issue.
- 025 5 CLERK'S REPORT**  
**a) Yantlett Creek Gate was being locked again, to be followed up.**  
**b) Footpath from Brimp Road to Yacht Club** – Public Right of Way only extends to old holiday park entrance and currently subject to a temporary closure order for Bourne Leisure building works for additional caravan spaces. The 'track' across to the Homewards Road 'triangle' is not a PROW and is the responsibility of the landowner.  
**c) Fly-Tipping** – there had been several incidents reported to Medway Council for clearance.  
**d) Cross Park Grass Cutting** – This had been carried out after land management works to spread the soil from the Car Park reconstruction/extension.
- 026 6 GRANT REQUESTS –**  
**a) Allhallows Events Committee.** Three representatives of the committee were in attendance to answer question regarding their past activities and plans for 2024. Proposed Cllr Freeguard, Seconded Cllr Morrice that £1,000 be set-aside in the parish accounts for funding the 2024 activities ALL AGREED.  
**b) Allhallows Village Fete Committee** – notification of a grant request for the Village

Fete (Dino2Hire) £1,000. Grant application will be circulated when received. This had been agreed at the May meeting.

**c) Medway Council Summer Activities** – A grant request for £1,000 has been received from Lindsay Hartney (Medway Youth Services) to help fund Summer Activities in the Recreation Ground during August 2023. Proposed Chair, Seconded Cllr Freeguard that the grant be approved – ALL AGREED.

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**PLANNING**a) **Planning Applications** –

No new planning applications

b) **Medway Local Plan** – Nothing further since the creation process has regressed a stage. The new administration at Medway Council have indicated that the Local Plan creation will be a priority.

c) **Housing Infrastructure Fund Nothing further since** Medway Council have 'paused' the railway infrastructure proposals due to cost escalation (post COVID) and lack of local support. There may be a further window, outside of the HIF bid, in 2027 when new Networker replacements will be delivered (a battery option is being considered that would remove the need for any electrification of the branch to Hoo and the consequent cost of additional infrastructure to ensure safety of line electrification.

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**HIGHWAYS AND FOOTPATHS**

a) **Footpath Officers Report** – Cllr Bowley's reported on the growth spurt of vegetation following the wet and warm conditions across all areas and footpaths.

b) **Verbal contributions**

Cllr Freeguard reported vehicles crossing the amenity grass at St Georges Way.

c) **Jutland Close** – there had been contact from a resident who was concerned about overhanging trees from the Active Cemetery, and he had been advised to contact the Parish Council – although the PC do carry out some discretionary works on grass cutting and hedge trimming, the responsibility lies with the church.

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**LOCAL REPORT/ISSUES**

a) **Countryside Contract** – Verges have grown significant since issues raised by some residents when it was cut back earlier.

b) **Street Cleaning** – Apart from ongoing issues, there was nothing further to report.

c) **Active Cemetery** – A resident had raised an issue with overhanging branches from the Cemetery into Jutland Close and dripping onto cars. This is not the responsibility of the Parish Council and resident advised it was the Parochial Parish Council (the church).

d) **General Issues** – Issues reported: Nothing further than ongoing issues.

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**Telephone Box/Defibrillator** – Cleaned

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**CROSS PARK IMPROVEMENTS (including s106)**

a) Cold Store still to be placed on site by pavilion. There had been continued issues with ventilation in the kitchen – details of an alternative extractor solution had been provided by the supplier (new frame with option of one or two fans inside) had been circulated to councillors and the Cross Park Association. Chair Proposed and Cllr Morrice Seconded that the two fan solution be agreed (as CPA had paid for the previous unit that had to be returned, with a re-stocking fee to be paid), the Parish Council would pay the remainder and would be able to reclaim the VAT. All AGREED (Cllr Freeguard had declared an interest, so took no part in the discussion and voting thereon).

b) Continual problems with electricity tripping since the 9/5 at the Coronation event, caused trip in Turner's Kingsmead Barn – further work and checks on the electrics at Cross Park, an inspection and replacement of a suspect socket above the serving hatch with new double sockets has been carried out. A new (Cross Park) supply is required to isolate the problem in the hall supply and avoid the need to reset the breaker in the Kingsmead barn each time (a requirement of Turners Group as part of their development of additional chalets).

- c) Further landscaping works planned to rotovate soils around the car park and across the site now that it had been spread.

**032 12 YOUTH CLUB REPORT**

- a) **Youth Club Issues** – Community Pay-Back work continues on-site. The Youth Club had reopened after the Easter holidays.  
 b) **Extending Brick Store** – Nothing further currently.  
 c) **Lisa Newstead** was planning a meeting with Strood Youth Services  
 d) **A Stump Grinder** is required to remove the last of the tree that had been cleared in the Brimp 'car park'.

**033 13 CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **ALLHALLOWS PACT** – Cllr Morrice /Freeguard– Meeting 6-Monthly. Nothing to report currently.  
 b) **KALC (Medway)** – Cllr Freeguard/Forrest – Nothing to report.  
 c) **Medway Council Rural Liaison** – Cllr Mrs Draper – Nothing to report, meeting 27 June.  
 d) **Village Hall** – Cllr Forrest – Committee nothing to report.  
 e) **Cross Park** – Cllr Freeguard – Nothing further to report.  
 f) **Village Fete** – Cllr Forrest – Fete 8/7. Adding outdoor cinema, pop-up Pub.  
 g) **Friends of All Saint's Church** – Cllr Forrest – Nothing additional to report.

**034 14 REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** Cllr Forrest Nothing to report.  
 b) **Recreation Ground and Playpark** Cllr Freeguard/Cllr Morrice – Nothing to report, no issues.  
 c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available. Meeting to be arranged.  
 d) **Peninsula East Primary Academy School Liaison** Chair – (Cllr Freeguard) No meeting.  
 e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Further meetings had been held on-site re. works. They want to disconnect the electrical supply to the Cross Park pavilion and a new supply will need to be installed (and electrical bills paid) – meeting required. There is likely to be further s106 funds available to draw down (including the latest car park surfacing works).

**035 15 No Item.**

**036 16 FINANCIAL**

- a) **Finance Monitoring Reports (to 30<sup>th</sup> April)** Financial reports not yet available – awaiting year end audit before previous year is closed.  
 b) **Transfer from Current Account to Cashplus Account (Youth Club Debit Card)**  
 None  
 c) **Formally note Report of Internal Auditor 2021/22** (previously meeting to note postponed due to the death of the Queen). Agreed to Note

d) **Income**

Receipts May/June

**May**

Youth Club Tuck/Subs	£72.20
Youth Club Tuck/Subs	£56.00
Youth Club Tuck/Subs	£63.00

**June**

Youth Club Brick Store Hire	£100.00
Youth Club Tuck/Subs	£36.50
VAT Refund 1/3/23-31/3/23	£1,957.00

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

Proposed Cllr Freeguard, Seconded Cllr Morrice – All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	230601		
John Price Salary/less PAYE	230602		
John Price Work Boots	230602b	24.99	
Mick Smith Salary/less PAYE	230603		
HMRC PAYE	230604	627.14	
NEST Employee/Employer Pension	230605	75.69	
EDF Energy Brimp Electricity DD	230606	158.00	7.52
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	230607	2,289.98	381.66
National Broadband Cross Park Broadband	230608	54.00	9.00
Colyn Property Servs Brimp LM 3733	230609	75.00	
Colyn Property Servs Village Hall LM 3734	230610	60.00	
TJF Prop Servs Active Cemetery Grass C171	230611	160.00	
Just Bin Bags Caretakes Black Sacks	230612	68.47	11.41
InknToner Magenta Toner	230613	24.63	4.16
BES Ltd Brimp Electrics	230614	898.99	149.83
TJF Prop Servs Active Cemetery Grass C172	230615	160.00	
BTB Electrical Cross Park Electrics	230528	369.84	61.64
BES Ltd Cross Park Electrics	230529	116.54	19.42
<b>FASTHOSTS (Additional Correction)</b>	<b>230616</b>	<b>13.20</b>	<b>2.20</b>
FASTHOSTS Additional Clerk Email	230617	71.80	11.97
Allhallows Village Fete – Grant for 2023	230618	1,000.00	
Karen Draper – APM Refreshments	230619	106.29	
AD Compliance Training First Aid Training	230620	121.00	
Rialtus Accounting s/w annual fee	230621	210.00	35.00
Colyn Property Services Brimp LM 3742	230622	75.00	
Colyn Property Services Village Hall 3943	230623	60.00	
Allhallows Events Commtee (Grant set aside)	230624	1,000	
Medway Council Summer Activities Grant	230625	1,000	
D/D Debit Card/Already Paid <b>Adjustment</b> <b>Set Aside for 2024</b>			

**037**      **The exclusion of press and public to discuss personal staff and contract issues**  
Proposed Cllr Draper, Seconded Cllr Mrs Draper – **ALL AGREED.**

**038**      **17**      **STAFFING ISSUES**

Colin Davis has agreed an employment contract and will commence on the 19<sup>th</sup> of June.

The removal of used cooking oil from Cross Park was raised – Cllr Freeguard had been taking this to the tip but limited to amount per visit. John Price had also cleared some.

**17b**      Cllr Spalding mentioned that we have supporting the conversion of the previous Stoke Village School into a special needs school and welcomed any further support.

**039**      **18**      **DATE AND TIME OF NEXT MEETING**

The next meetings will be the July Meeting of the Council Wednesday 12<sup>th</sup> July 2023 (Cross Park Pavilion 6:30pm).

**040**      **19**      **FUTURE AGENDA ITEMS**

At 21:33 The Chair closed the meeting.

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