

ALLHALLOWS PARISH COUNCIL**MINUTES OF THE MEETING HELD ON WEDNESDAY 6<sup>th</sup> FEBRUARY 2013 AT ALLHALLOWS VILLAGE HALL, STOKE ROAD, ALLHALLOWS AT 6:30 pm.**

**PRESENT:** Cllr Mark Skudder Chairman  
 Cllr Mrs Yvonne Forrest  
 Cllr John Lambourne Vice Chairman  
 Cllr John Luck  
 Cllr Mrs Noleen Skudder  
 Mrs Margot Sturt Parish Clerk

In attendance Mr Mick Smith Footpaths Officer  
 15 members of the public

**Item no**

Minute no 2012/13/

**1 APOLOGIES**

Apologies for absence were received from :

281

Cllr Mrs Wendy Myers	Illness
Cllr Alan Marsh	Bereavement

Cllr Mrs Pauline Martin	No apologies were received
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It was proposed by Cllr Mrs Noleen Skudder, seconded by Cllr Mrs Yvonne Forrest and unanimously agreed that the apologies received be accepted by the Council.

**2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)****282 Declarations of Interest**

Cllr Mark Skudder declared a significant interest in agenda items 8 (c) and 10(b).  
 Cllr Mrs. Noleen Skudder declared a significant interest in agenda item 10(b).

**3 MINUTES OF THE MEETING HELD ON 19<sup>th</sup> DECEMBER 2012**

283

It was proposed by Cllr Mrs Noleen Skudder, seconded by Cllr Mrs Yvonne Forrest and agreed unanimously that the minutes of the meeting held on 19th December 2012 be agreed and signed as a true record, with the following amendments:

- i) Page 39 Item 13b, minute 2012/13/237:Kingsnorth Power Station  
Amended to read "... E.ON expects decommissioning will take 18 months. Demolishing will take 3 years...."
- ii) Page 39 Public Session: Kingsnorth Power Station  
Amended to read "...to demolish Kingsnorth Power Station....."

**4 MATTERS ARISING**

284 i)

Page 40 Public Session: Adoption of Queensway  
 Cllr Mark Skudder (Chair) reported that we would chase up Cllr Phil Filmer to see if Medway would become involved in repairing the road. Cllr Mark Skudder

added that a report in the Medway Messenger the week before had highlighted injuries allegedly sustained by a local resident at the border between Avery Way and Queensway three years previously due to a pothole. It was reported that neither Medway Council, nor the Crown Estate, which owns Queensway, will accept responsibility for the repairs.

## 5 PLANNING

- 285 i) No applications, decisions or appeals had been notified by the date of the meeting
- ii) No licensing applications had been notified by the date of the meeting

## 6 FINANCE

- 286 a) Bank account balances listed on appendix A were **noted** and **signed** by Cllr Mark Skudder (Chair)
- 287 b) Cheques raised and standing orders paid since last meeting listed on Appendix A were **noted**.
- 288 c) It was proposed by Cllr Mrs. Noleen Skudder, seconded by Cllr John Lambourne and unanimously agreed that the accounts for payment listed on Appendix A be **approved**.
- 289 d) The budget monitoring spreadsheet and report were **noted**.  
***Action Point 6.1 : It was agreed that the budget monitoring report next month would include a short explanation on the Cross Park car park costs and associated Rural Liaison Grant (RLG) funding received in previous years.***
- 290 e) The Precept application position was **noted**
- 291 f) It was **noted** that a full reconciliation had been carried out on all bank accounts, payments and receipts since April 2012. A new cash book system was in place and monthly reconciliations would now take place.
- 292 g) It was **agreed** the Parish clerk would carry out the annual review of Financial regulations and report back at the next Finance Committee meeting. The meeting date was agreed as 3rd April with time and venue to be confirmed. Proposed by Cllr Mark Skudder and seconded by Cllr John Lambourne. All members agreed.  
***Action Point 6.2: Parish Clerk to report back on Financial regulation review at the next meeting.***
- 293 h) As no update on the Allotment rents had been received Cllr Mark Skudder (Chair) agreed to follow this up.  
***Action Point 6.3: Cllr Mark Skudder to report back on the outstanding Allotment rents at next meeting.***

## 7 PERSONNEL COMMITTEE

- 294 i) It was **proposed** that the Personnel Committee meeting would be held on the same date as the Finance Committee meeting – 3<sup>rd</sup> April 2012. Cllr Mark Skudder to check if Cllr Alan Marsh (who was absent) is available on that date.  
***Action point 7.1: Cllr Mark Skudder (Chair) to check date with Cllr Alan Marsh.***
- 295 ii) Agenda items are to include:
- Parish Clerk end of probationary period and end of year review

- Street Cleaners end of year review
- Staff appraisals and salary increments

## 8 GRANT APPLICATIONS

- 296 a) It was **resolved** that a grant of up to £800 be awarded to the Short Mat Bowls Club for the purchase of one mat. Proposed by Cllr Mrs. Noleen Skudder, seconded by Cllr John Lambourne and all in agreement.
- 297 b) After due consideration, Cllr Mark Skudder (Chair) concluded that establishing an electricity supply to a shed to reduce dampness was not desirable. It was proposed by Cllr Mark Skudder (Chair) and seconded by Mr. John Lambourne that the current application should be **rejected**.
- All members were supportive to providing help for the group but it was agreed that an alternative solution to the toy storage problems should be pursued. As an interim measure, the Village Hall Committee suggested the group could use a corner of another room in the hall during the winter months.
- 298 **Cllr Mark Skudder (Chair) stepped down and left the room as he had an Other Significant Interest (OSI) in the agenda item. Cllr John Lambourne (Vice- Chair) took over as Chairman to discuss the grant application.**
- 299 c) It was **resolved** that a grant of £930 be awarded to the All Saints Church PCC for the purchase of 6 portable gas heaters and 6 gas bottles. Proposed by Mrs. Noleen Skudder, seconded by Cllr John Lambourne and agreed with Cllr Yvonne Forrest. Cllr John Luck was against approving the grant and Cllr Mark Skudder (Chair) did not vote.

## 9 HIGHWAYS AND TRANSPORT

- 300 Cllr Mark Skudder (Chair) suspended the meeting to enable the Footpaths Officer to give his report.
- 301 a) Footpaths Officers report: Mr. Mick Smith reported that empty drink cans along the Brimp lane and animal mess continued to be a problem. However, in general things were not too bad.
- Mr. Smith advised that following discussions with Adam Taylor at Medway Council unless someone is seriously hurt by the cattle roaming along the sea wall path there is little the council can do to respond to any reports of alleged harassment by the cattle.
- Mr. Smith shared with members his concern that due to health problems he may have reduce the level of Footpaths related work he does. Cllr Mark Skudder thanked Mr. Smith for the valuable work he does carry out and passed on sincere wishes for an improvement in his health condition.
- 302 b) Cllr John Luck had reported to Medway Council asbestos sheeting that had been fly-tipped in the Homewood Road area.
- 303 c) Cllr Alan Marsh had asked (in his absence) for a letter to be sent to the Fire Service to check if the fire hydrant outside of 164 Avery Way has been repaired yet.
- Action Point 9.1: Parish Clerk to write to Fire Service regarding the fire hydrants outside 164 Avery Way.**
- 304 d) Following concerns about the condition of the road in Avery Way and pot holes

in Stoke Road, Cllr Mark Skudder (Chair) agreed to write to Councillor Phil Filmer to report the issues.

**Action Point 9.2: Cllr Mark Skudder (Chair) to write to Cllr Filmer about Avery Way and Stoke Road issues.**

- 305 e) Following concerns about the level of water in the ditches outside Allhallows Place, Cllr Yvonne Forrest agreed to take the matter up with the Medway Council Enforcement Officer.

**Action Point 9.3: Cllr Mrs. Yvonne Forrest to write to the Medway Council Enforcement Officer to raise concerns about the water level in the ditches outside Allhallows Place.**

## 10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY

- 306 i) Cross Park:  
The Premises Licence application had been prepared and costs included £100 fee for Medway Council and approximately £260 for the two newspaper advertisements. The costs were **agreed** and the Clerk advised to proceed with the application. Proposed by Cllr Mark Skudder and seconded by Cllr John Lambourne all members were in agreement.
- 307 ii) PRS Licence: An invoice for £105 had been received. The payment was **approved**. Proposed by Cllr Mark Skudder and seconded by Cllr John Lambourne all members were in agreement.
- iii) The Parish Clerk was to proceed with placing an order for the sign. The details of which would be forwarded by Cllr Mark Skudder.  
**Action Point 10.1: The Parish Clerk to proceed with placing the signage order.**
- 309 iv) Members of the Village Hall Committee have agreed to apply for Charity Status as the group running the Cross Park Pavilion.. It was noted that the Parish council would soon need to instruct their solicitor to draw up a lease that enabled the group to take possession and responsibility of the Pavilion.
- 310 v) Cllr John Luck advised that L&M Services was no longer trading. Consequently L& M Services would no longer be quoting on the grass cutting work. A quotation from Colyn Property Services would be therefore reviewed in due course.
- 311 vi) It was **resolved** to approve the works to the Cross Park Pavilion quoted in estimate 725/13 from Colyn Property Services. Proposed by Cllr Mark Skudder (Chair) and seconded by Cllr Mrs. Yvonne Forrest and agreed by all.  
A discussion followed regarding the possible causes of recent condensation reports. There were some suggestions that the hot water urn may have contributed to this. It was acknowledged that the heating would not be left on all of the time, to resolve the moisture problem because the cost was considered to be too high for this solution.  
**Action Point 10.2: Parish Clerk to advise Colyn Property Services to start the repair works.**
- 312 b) The Brimp:  
Cllr Mark Skudder (Chair) stepped down and with Cllr Mrs. Noleen Skudder left the room as they each had an DPI for the agenda item. Cllr John Lambourne (Vice-Chair) took the role of Chairman.  
It was **resolved** to renew the annual Youth Club licence to occupy the Brimp on

the same terms as last year. Proposed by Cllr John Lambourne and seconded by Cllr Mrs. Yvonne Forrest.

313 d)

Playpark:

Works to repair vandalism to table and benches were complete and payment **approved** as in Para. 288 above.

314 e)

Dog Bins:

The Parish Clerk confirmed that the damaged bin near the road to the Brimp was not owned by Medway Council. Medway Council will supply additional dog bins only if they are sited on the highway and are subject to consultation before they can be agreed.

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**KINGSMEAD PARK**

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A reply had been received from Medway Council Planning Enforcement Dept. advising that the bus turning, kerb alignment and restriction of car parking spaces was not a planning matter. The recent works and the additional five new homes are permitted development as part of the site licence.

***Action Point 11.1: Parish Clerk to find out where the car park boundary for Kingsmead Park is and to also confirm the boundary for the Bourne Leisure site and the beach.***

12

**ANNUAL PARISH COUNCIL MEETING**

316

The date for the Annual Parish Council meeting was **agreed** for Wednesday 24<sup>th</sup> April 2013 at 6:30pm subject to the Village Hall being available.

The same caterers would be used and a budget of £90 catering and £20 beverages was **agreed**.

It was **agreed** that Cllr Mark Skudder would write to Ann Barnes, Mark Reckless MP, Cllr Phil Filmer, Cllr Tony Watson and Cllr Chris Irvine as potential guest speakers.

Proposed by Cllr Mark Skudder (Chair) and seconded by Cllr John Lambourne, all members agreed.

Action Point 12.1: Cllr Mark Skudder to write to potential guest speakers for the Annual Parish Council Meeting.

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**CORRESPONDENCE**

317

Cllr Mark Skudder (Chair) updated members on being contacted by a reporter for the local paper regarding the pothole issue at the border between Avery Way and Queensway. The article was printed before he could get back to the reporter.

318

Cllr Mark Skudder (Chair) and Cllr Mrs. Yvonne Forrest had attended a Medway council event about Community Development Levies. This is a new levy that local authorities can choose to charge on new developments in their area. The money can be used to support development by funding infrastructure that the council, local community and neighborhoods want.

319

Recent correspondence from Mrs. S Hill and the reply from the Parish Clerk were **noted**.

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A letter had been received from the previous Parish Clerk requesting a cheque equivalent for her leaving gift. As the amount had been agreed at the last Parish Council meeting the Parish Clerk was asked to prepare a cheque for authorisation.

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## **DATE AND TIME OF NEXT MEETING**

321

It was **proposed** that the next meeting be held on Wednesday 10<sup>th</sup> April 2013 at 6:30pm. Cllr John Luck and Cllr Yvonne Forrest wanted to retain monthly meetings. Cllr John Luck stated that he was unavailable for meetings that fell on the first Wednesday of the month. Future meeting dates are to be revisited at the next meeting. It was also agreed to move the regular meetings to the second Wednesday of a month subject to the Clerk checking that the December agreement could be rescinded.

Proposed by Cllr Mark Skudder, seconded by Cllr John Lambourne and agreed by Cllr Noleen Skudder. Cllr Yvonne Forrest and Cllr John Luck disagreed to bi-monthly meetings.

***Action Point 14.1: The Parish Clerk to check the procedures for rescinding the meetings decision taken at the December meeting.***

## **PUBLIC SESSION**

*The Chairman suspended the meeting for the public session.*

322

It was agreed that a polite notice would be put in the Allhallows Village Life magazine to remind residents to park thoughtfully near the access to Kingsmead Park as it can cause difficulty with buses turning at the end of the road.

323

The mossy state of the footpath from All Saints Road was raised and Cllr Mark Skudder agreed to remind owners with overhanging trees and conifers of the need to ensure they were cut back.

*The Chairman thanked the members of the public and re-convened the meeting at 8:27pm*

*The Chairman immediately closed the meeting at 8:28pm*

## **Signed as a correct record of the proceedings**

Cllr Mark Skudder, Chairman

On the 10th day of April 2013