



## 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 14<sup>th</sup> November 2018 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 and notification of audio recording or filming**
3. **To receive and sign the minutes of the Parish Council meeting 10<sup>th</sup> October 2018**
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. **Clerk's Report (not elsewhere on the agenda)**  
Update on issues and actions since Council meeting 10<sup>th</sup> October 2018.
  - Any other items to report that do not appear elsewhere on the Agenda
  - Details of a meeting on 21<sup>st</sup> November at Grain Village Hall (3-7) regarding the construction of a electric network connection between the UK and Germany has been circulated.
7. **Centenary of the end of WW1**  
Cllr Forrest to update council on event (and finances)  
The soldier silhouette was installed on a lamppost at the Stoke Road/Allhallows Road Junction but appears to have been stolen. This has been replaced by one supplied by a local resident (Sue Turner, Queensway).
8. **Grant Requests for consideration**
  - a) Guides, Brownies, Rainbows – Activities £600 – further observations
  - b) Slough Fort – Brimp Road repairs tba
9. **Planning**
  - a) **Medway Local Plan** – Response submitted, next stage will be Draft Local Plan for consultation at the end of 2018.
  - b) **MC/18/0288 Allhallows Golf Course Avery Way Allhallows Rochester ME3 9QJ**  
Change of use of land for siting of 81 park homes for the purpose of permanent residential accommodation by persons over 50 years old and associated amenity space and allotments, permissive footpath, new pond and alterations to existing pond.  
Planning comments have been submitted, indicating the ownership of the access road and concerns with the development while recognising the benefits that the s106 contribution to the parish council could have for the village residents. Meeting to be arranged with Turners Group regarding the s106 (joint with CPA).
  - c) **MC/18/xxxx (to be advised) – Outline Application for expansion/Extension of Cross Park Facilities (tba)**  
Application submitted on behalf of the parish council by Turners Group. Planning fee will need to be paid by the parish council (50% discount).
10. **Highways and Footpaths**
  - a) Potential Parking Restrictions (The responsible Medway Officer has now left the authority, a meeting has been held with the Chair, Clerk and Medway Cllr Filmer)
  - b) Footpath Officers Report – Cllr Bowley.  
Rights of Way Improvement Public Meeting scheduled at Stoke Village Hall 26<sup>th</sup> September.  
**There is a request for a formal response from the parish council (by early December).**
  - c) **Weedkilling** – a quote has been received from MML Contracting and discussion of this is required (cost exceeds the financial regulations for a delegated decision). (Agenda item requested by Cllr Forrest).
  - d) **Road Contingency Issues** – observations and any suggestions re. problems with road access off of the peninsula during 'incidents'
  - e) **Verbal contributions** from Councillors
11. **Cross Park Issues**
  - a) **Governance**  
A formal meeting of trustees will be required to follow-up on governance issues.
  - b) **Building/Land Issues**  
The monthly report from Trevor Bowley has been circulated by email.
    - i) **Weedkilling** on the football pitch and surrounding land has been carried out by Gavin Jones.

The contract for land management (the responsibility of the parish council) is due for renewal in November, **Quotes have been received from Gavin Jones (Turfoil) and MML Contracting – papers have been distributed. A decision is required on the contractor for 2018/19.**

ii) **Turner's Proposed s106 Agreement (Permissive Footpath/Sport/Community Facilities)**

Rural Kent have been approached regarding the provision of advice on the project to extend the facilities – a further follow-up meeting to be arranged

iii) **Temporary Changing Rooms**

(a Cross Park Association Project/Cross Park FC). Power supply and water connected.

iv) **Pavilion**

- An electrical inspection faults (non-critical) investigation is outstanding and will be scheduled soon. The emergency lights and fire alarms have been checked. To be followed up with CPA (but work that remains the responsibility of the parish council as it was outstanding at the time of the transfer). Issues with the connection to the Golf Club/Turners need further investigation.
- Cleaning responsibility has moved to the CPA, cleaner was made redundant on 31/10/18 after the statutory period of redundancy was six weeks. A redundancy payment has been calculated based on the statutory amount and will be paid with the October pay.

12. **Youth Club/Youth**

a) **Youth Club**

Youth club sessions have now restarted after the summer holidays, and our youth worker has been attending training evenings on Tuesdays along with Peter Apostel

The older session (Tuesday) has been suspended due to lack of attendance (adult help was in place). To be revisited.

A Halloween special was held.

It has still not been possible to schedule a meeting of the youth committee and it is still outstanding (there are additional issues to be discussed)

**Outstanding decision that an urgent meeting of the Youth Committee be arranged with youth club volunteers, Medway Youth, any interested youth and the Guides/Brownies/Rainbows to plan a way forward for the site and responsibilities (could be arranged alongside an Open Day/Youth Club evening) needs to be followed up.**

b) **Guides/Brownies/Rainbows**

Further discussions and a decision is required on their application for grant (£600) and responsibilities at the Brimp.

13. **The Brimp Issues**

c) **Football Arena**

The Youth Offending Team have completed the dismantling. Plans for the site to be followed up.

d) **Road and Lighting** – Slough Fort are following up and planning to carry out works -support from the parish council will be required.

e) **Additional Usage**

There have been approaches about uses other than as a Youth Centre. The September meeting established primary use (especially evenings) as a Youth Centre. Other uses to be considered on their merits – Street Dance sessions on Wednesday evenings (before the Youth Club) will be held from late November (Peter Apostel arranging).

f) **Brick Store** - The Chair has suggested the use of the brick store as a music facility be investigated. A business plan is needed before significant investment on the building.

14. **Recreation Ground** – Dustbin internal bin to be replaced. Another bin is missing the lid.

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

- PACT (Chairman/Clerk)
- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
- Rural Liaison (Cllr. K. Draper) – Next meeting in September.
- Police Liaison (Cllr Bowley)
- Village Hall (Cllr Lovatt/sub. Cllr Forrest)
- Cross Park Association (Cllr Huntley-Chipper)
- Friends of All Saints Church (Cllr Y Forrest)

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)) not covered by the agenda item
- Bourne Leisure Liaison (Chair)
- Allhallows Primary School Liaison (Chair)

17. **Financial**

a) **2019/2020 Budget Preparation**

A draft budget will be prepared by the Clerk for the December parish council meeting, with the final budget to be prepared for the January 2019 meeting for agreement. It is suggested that a meeting is arranged for the Finance and General Purposes Advisory Committee in late November or December to go through the figures (all councillors invited).

Councillors ideas for the budget are required in November so that the budget implications can be considered, along with any strategies (lower/same/higher precept).

b) **Finance Monitoring Reports**

c) **Receipts and Payments schedule** circulated for approval (initial version circulated/there may be further changes before the 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) **Street Cleaner Cover** - Issues to be discussed.

b) **Site for Dumpster** for Street Cleaners. Drawings are required to determine if a planning application is required and to seek a quote for the works (a previous quote was for a slightly different site) NO PROGRESS

19. **Date of next meetings –**

Parish Council Meeting, Wednesday 12<sup>th</sup> December 2018 @ Cross Park Pavilion (6:30pm)

20. **Future agenda items**

*Chris Fribbins*, Clerk to the Council 7<sup>th</sup> November 2018