

ALLHALLOWS PARISH COUNCIL**MINUTES OF THE MEETING HELD ON WEDNESDAY 18 JANUARY 2012 AT ALLHALLOWS VILLAGE HALL, STOKE ROAD, ALLHALLOWS AT 7.15 pm**

PRESENT:	Cllr Mark Skudder	Chairman	Except item 8a
	Cllr John Lambourne	Vice-chairman	In the chair item 8a
	Cllr Mrs Yvonne Forrest		
	Cllr John Luck		
	Cllr Alan Marsh		
	Cllr Mrs Wendy Myers		
	Mrs Roxana Brammer	Acting Clerk	
In attendance	Mr Clive Stanley	Webmaster	
	12 members of the public		

Item no *Action point*
Minute no 2011/12/

1 APOLOGIES

526 Apologies for absence were received from

Cllr Mrs Pauline Martin	indisposed
Cllr Mrs Noleen Skudder	indisposed

It was proposed by Cllr Marsh, seconded by Cllr Mrs Myers and carried unanimously that these apologies be accepted by the Council. Apologies for absence were also received from Cllrs Phil Filmer, Chris Irvine and Tony Watson, Medway Council.

2 CODE OF CONDUCT**527 a Declarations of Interest and Alterations to the Register**

Cllr Skudder declared a personal and prejudicial interest in item 8a, grant to the Parochial Church Council, as a member of the Parochial Church Council. Cllr Mrs Forrest declared a personal interest in item 10a, Allhallows Little Explorers, as the Council's nominee. Cllrs Skudder declared a personal interest, as a member of the management committee and Cllrs Lambourne and Mrs Myers declared personal interests as helpers, in item 10b, Youth Club. Cllr Luck declared a personal interest in item 11f Cross Park as he cut the grass and a prejudicial interest should the grass cutting be discussed.

528 b Standards Committee

Cllr Marsh said the committee should have met at the end of November and that the next meeting was scheduled for mid February.

3 MINUTES OF THE MEETING HELD ON 16 NOVEMBER 2011

529 It was proposed by Cllr Mrs Myers, seconded by Cllr Marsh and agreed the minutes of the meeting held on 16 November 2011 be signed as a true record, with the following

amendments:

C/11/11/3 minute 462: add amendment to minute 2011/12/434: substitute “inside” for “outside”.

C/11/11/16b minute 511: add “which Cllr Mrs Forrest agreed to do.”

4 MATTERS ARISING

530 No matters were raised.

PUBLIC SESSION

The Chairman suspended the meeting for the public session.

Mrs Draper stated that the original budget for the current financial year had included an element of matched funding and asked if this was included in the draft budget. She was informed that provision had been made for grants to outside bodies. She said she intended to apply for a grant for a playpark on Cross Park.

The Chairman thanked members of the public and re-convened the meeting.

5 PLANNING

531 **a Applications**

None.

532 **b Decisions**

None notified.

533 **c Appeals and Other Matters**

None

534 **d Licensing Applications**

None.

535 **e Meeting with Principal Planning Officer**

Cllr Skudder gave a verbal report on the meeting he and the Acting Clerk had had with Chris Butler. The planning history of the holiday park site had been discussed and they had visited the Brimp and had discussed fencing and lighting to the football arena.

6 STREET CLEANING

536 The Acting Clerk tabled figures for the street cleaning, which if agreed by the Council, could commence on 1st February. Initially the caretakers would work 15 hours each, each week. She had enquired if the Council could also take on “Slough Lane”, which was assumed to be the track to Slough Fort and Homewards Road. Both could be done safely. If this was agreed by Medway Council, it would provide additional income and fund additional hours for the caretakers if found to be necessary. The start-up costs could come from the current year’s rural liaison grant allocation. After discussion it was proposed by Cllr Marsh, seconded by Cllr Mrs Myers and agreed unanimously that the

Council take on the devolved function of street cleaning from Medway Council for the agreed streets and that the start-up costs be taken from the rural liaison grant.

7 FINANCE

537 a Bank Balances

The bank balances as listed on Appendix B were noted.

538 b Cheques signed since Last Meeting

It was proposed by Cllr Skudder, seconded by Cllr Marsh and agreed the cheques drawn since the last meeting be ratified.

539 c Accounts for Payment

It was proposed by Cllr Skudder, seconded by Cllr Marsh and agreed that the accounts for payment as listed on Appendix B be approved (cheques 103065 – 103079).

540 d Budget 2012/13

The draft budget was discussed. Cllr Mrs Forrest noticed discrepancies regarding the figures for the current year and it was agreed the Finance Committee would review. She queried whether sufficient money had been allocated to legal and professional expenses and it was agreed to defer the item until the end of the meeting. It was noted the provision for the hall insurance should be removed and the provision for capital expenditure should read £2.000.

541 e Precept 2012/13

It was proposed by Cllr Skudder, seconded by Cllr Marsh and agreed unanimously that the precept for 2012/13 be £49,900.

542 f Purchase of Storage Boxes

Cllr Skudder said it might be necessary to purchase plastic storage boxes. It was proposed by Cllr Marsh that boxes be purchased if needed up to £60. This was seconded by Cllr Luck and agreed.

543 g Minutes of the Meeting of the Finance Committee held on 23 November 2011

The draft minutes of the meeting of the Finance Committee held on 23 November 2011 were received.

8 GRANT APPLICATIONS

544 a Parochial Church Council

Having declared a personal and prejudicial interest, Cllr Skudder left the room and Cllr Lambourne took the chair.

Cllr Marsh proposed a grant of £550, but failed to find a seconder. Cllr Mrs Forrest proposed a grant of £324, the cost of 3 cuts. This was seconded by Cllr Mrs Myers and on a vote being taken the motion was carried by 4 votes for and 1 abstention. The grant made under S137 of the LGA 1972 (cheque 103081).

Cllr Skudder returned to the meeting and resumed the chair.

9 GOVERNANCE

545 a Freedom of Information Act Publication Scheme

A draft publication scheme as recommended by the governance working party had been circulated prior to the meeting. It was proposed by Cllr Marsh, seconded by Cllr Mrs Myers and agreed this be adopted.

10 TRAINING

546 a KALC

2 places remained paid for.

547 b Planning

The Acting Clerk was asked to remind Chris Butler about setting up training.

11 YOUTH

548 a Allhallows Little Explorers

Cllr Mrs Forrest said numbers were down and there would be a re-launch. The shed would be delivered the following day.

b Youth Club

549 Cllr Skudder reported that 26 had attended the craft day. A donation towards it had been received from the Medway ward councillors. Football was flourishing and sessions were now divided into 2 age groups. The Tuesday and Friday sessions continued to thrive and they were planning to go midnight ice-skating in February.

12 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY

550 a Caretaking

Nothing to report.

551 b Village Hall

i. Cllr Skudder wished to congratulate the Hall Committee for their fund raising efforts and proposed a vote of thanks to them. The drain cover in the car park was broken and would be repaired as soon as possible. The Chairman had received a letter from Colyn Property Services asking if the Council wished him to continue cutting the grass in the next financial year. The Acting Clerk was asked to review all similar arrangements.

c Recreation Ground and Playpark

552 i. General Matters. Cllr Mrs Myers agreed to undertake a 3 monthly review of the play equipment. Cllr Luck reported that the golf club had erected fencing at the corner of the ground by the school and that barbed wire had been left on the ground. The

553 Acting Clerk was asked to write to the golf club. Cllr Mrs Forrest gave a report on the proposed fence between the ground and the garages. She proposed that new quotations be obtained. This was seconded by Cllr Marsh and agreed. *MS*

ii. Removal of trees blocking light from Shelduck Close. Cllr Skudder said he would obtain advice and prices on alternatives to felling. Cllr Mrs Forrest remarked on the rubbish in this area and Cllr Skudder said it could be done on Project morning.

554 **d All Saints Allotments**

Cllr Marsh said he would speak to Mr Wallace about the information required. *AM*

555 **e Woodland, Avery Way**

Nothing to report.

f Cross Park

556 i. General matters. The Secretary to the Cross Park Association indicated that their planning consultant had received a letter from the Planning Authority agreeing the proposed car park surfacing. She agreed to provide the Acting Clerk with a copy. The next meeting of the Association was on Wednesday 25th January at 5.30 pm.

557 ii. Hire charges. Cllr Skudder proposed the hire charges be the same as those for the Village Hall. This was seconded by Cllr Marsh and agreed.

558 iii. Premises Licence. The Acting Clerk explained that in applying for a premises licence, details were needed, concerning hours and uses. It was agreed these be the same as for the Village Hall.

559 iv. Fence. The fence onto the golf course had been trampled down and the Acting Clerk was asked to write to the golf club about it.

g The Brimp

560 i. General Matters. Cllr Skudder reported the sloping roof was in need of repair and that the Youth Club would arrange this and apply for funding.

561 ii. Social Club. It was reported numbers were low.

562 iii. Football arena. Cllr Skudder reported on the dispute with the supplier. He had negotiated payment of 75%, following which the supplier would return to relay everything correctly. He proposed the Council pay 75% of the cost. This was seconded by Cllr Lambourne and agreed unanimously. The amount including VAT was £4,125 (cheque 103082).

563 iv. Brick building. The Scouts had agreed to clear out the brick building to enable the Council to use it for storage and they would use the container.

564 **h Noticeboards**

All noticeboards now had acrylic windows.

13 COMMUNITY ACTIVITIES

565 **a Project Morning**

It was reported 21 volunteers had attended the last morning. Cllr Marsh said that Cllr Tony Watson was starting an initiative in Isle of Grain and that he had joined them.

566 **b Councillors' Surgery**

The next farmers market was at the British Pilot on Saturday 18th February and Cllr Skudder would attend.

567 **c History Club**

The next meeting was on 12th February at 3 pm.

14 BOURNE LEISURE

568 Cllrs Skudder and Marsh reported that it was the closed season and they had not had a meeting with the manager.

15 MATTHEW HOMES

569 Cllr Skudder reported he was reminding Matthew Homes and that Medway Council was now fast tracking the situation.

16 HIGHWAYS AND TRANSPORT

570 **a Bus Services**

Cllr Marsh reported that he and Cllr Chris Irvine were attempting to put a survey together by the end of February.

17 RURAL LIAISON COMMITTEE

571 **a Representative's Report**

Cllr Marsh reported on the last meeting. Speakers had been Ann Millington of the Kent Fire & Rescue Service and the new rural police sergeant. Catherine Smith had spoken about the funding awarded to Kent and Medway for improving rural broadband. There had been an update on the Lodge Hill development.

b Rural Liaison Grant Projects

- 572 i. Fence at St David's Road. Already discussed under item 12c(i).
- 573 ii. Street Cleaning equipment. Already discussed under item 6.

18 KALC MEDWAY AREA COMMITTEE

574 **a Representative's Report**

No meeting.

19 POLICE LIAISON

575 **a Representative's Report**

Cllr Luck said that a meeting was due soon..

20 COMMUNICATIONS**a Allhallows Life**

576 i. Editor's Report. Cllr Skudder reported on behalf of the Editor. The difficulty of producing a January issue, when the production was disrupted by the Christmas break, was discussed. The alternatives were to produce 10 issues a year or to substitute an August issue for the January issue, maintaining 11 issues a year.

577 ii. Charges. It was proposed by Cllr Skudder, seconded by Cllr Lambourne and agreed the charges recommended by the Finance Committee be adopted: £60 per full page per issue and pro-rata, with pre-booking for one year of 11 issues at the price of 10.

578 iii. Printing. The Acting Clerk reported that St Mary Hoo Parish Council had discussed the change of company and had had some reservations over the counting out and delivery to them of their copies, which had been done by the former print company but which would not be done by the new company. Cllr Skudder said he had contacted the Chairman of St Mary Hoo Parish Council and had made arrangements with him. The quality of the first issue printed by Premier Print & Design had been satisfactory and he proposed the magazine be printed by them. This was seconded by Cllr Mrs Forrest and agreed.

579 b Website

As Mr Stanley was present, the Chairman suspended the meeting to allow him to speak.

Mr Stanley introduced himself for the benefit of the members of the public. He explained the website was subject to a formula and template provided for Kent parishes by Kent County Council and had some limitations. He welcomed any links or articles to go on the website, subject to the agreement of the Council.

The Chairman thanked Mr Stanley and reconvened the meeting.

21 SCHOOL LIAISON

580 Cllr Marsh volunteered to act with the Acting Clerk as school liaison. Cllr Skudder thanked him and proposed this. The motion was seconded by Cllr Mrs Myers and agreed unanimously.

22 VILLAGE ELECTRICITY SUPPLY

581 Cllr Mrs Forrest supplied information to enable a letter to be sent to UK Power Networks.

23 WORK PROGRAMME

582 A revised programme had been circulated. The airport options would be added.

24 CONSULTATION

583 No documents received.

25 CORRESPONDENCE

584 None.

26 REPORTS AND CIRCULARS

585 None received.

27 ANY OTHER BUSINESS

586 No matters were raised.

CONFIDENTIAL SECTION

28 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

587 It was proposed by Cllr Marsh, seconded by Cllr Lambourne and agreed the press and public be excluded from the following items on the grounds the first concerned a named former member of staff and the second could become a legal matter.

29 EMPLOYMENT TRIBUNAL

588 It was reported that the former Clerk had applied to go to tribunal. She had now appointed a solicitor and the Council’s solicitor was contacting him.

30 USE OF FOOTBALL ARENA

589 The Scouts had asked if they could use the football arena and have access to the toilets. After discussion it was proposed by Cllr Skudder, seconded by Cllr Mrs Myers and agreed they would be offered use under a formal agreement whose terms would include:
Use on Wednesday evenings only.
Adult supervision at all times.
All areas left clean and tidy.
All balls going onto land occupied by the stables must be left and not retrieved.
Any damage reported immediately.
Any damage made good by the Parish Council but at the Scouts’ expense.

The Chairman then reverted to item 7d, Budget for 2012/13, deferred from earlier in the meeting.

7 FINANCE

590 d Budget 2012/13

A discussion took place about the budget provision for legal and professional expenses, in the light of item 29. It was then proposed by Cllr Skudder, seconded by Cllr Marsh and agreed unanimously that this budget item as drafted be adopted.

The Chairman closed the meeting at 10.25 pm.

SignedChairman

On theday of2012