



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 13th February 2019 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 9th January 2019**
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 12th December 2018.
 - Any other items to report that do not appear elsewhere on the Agenda
 - May 2nd, 2019 Elections – there will be elections for all eight councillors. Nomination forms will need to be completed before March 27th. They are available from Medway Council and the Clerk – advice on completion and other issues are also available.
7. **Grant Requests for consideration**
 - a) Guides, Brownies, Rainbows – Activities £600 – nothing further from the Brownies. Rainbows
8. **Planning**
 - a) **Allhallows Planning Applications**
MC/19/0163 77 Avery Way Allhallows Rochester Kent ME3 9QW
Construction of single storey rear extension – demolition of existing conservatory
MC/19/0105 3 Binney Road Allhallows Rochester Kent ME3 9PJ
Construction of two storey extension to rear
MC/19/0007 Land Rear of British Pilot Hotel Avery Way Allhallows Rochester Kent ME3 9QW
Construction of five 3-bedroom chalets; one 4-bedroom chalet and a part two storey part three storey building comprising of one 2-bedroom and one 3-bedroom maisonette with associated parking, external storage and landscaping.
The views of the parish council are sought
 - b) **Medway Local Plan** – Next stage will be Draft Local Plan for consultation in June/July 2019 (delay from January/February 2019 – after HIF bid response) No further update. Medway are looking to spend £86m on alternative road access, £67m on a railway station and rail service and the remaining £17m on general community infrastructure.
 - c) **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).
 - d) **MC/18/3181 – Application for expansion/Extension of Cross Park Facilities**
Application submitted on behalf of the parish council by Turners Group. Planning fee will need to be paid by the parish council (50% discount) – has been paid by Turners Group
No date yet announced/displayed for c) and d) to go to Medway's Planning Committee.
9. **Highways and Footpaths**
 - a) **Potential Parking Restrictions** (Chair to update)
 - b) **Footpath Officers Report** – Cllr Bowley.
 - c) **Verbal contributions** from Councillors
10. **Cross Park Issues**
 - a) **Governance**
A formal meeting of trustees will be required to follow-up on governance issues – still to be arranged. Rural Kent can also advise as part of their work on the Cross Park Enhancement Project.

b) Building/Land Issues

The monthly report from Trevor Bowley has been circulated by email.

c) Pavilion

An electrical inspection faults (non-critical) investigation is outstanding and is waiting for access to the Allhallows Park facilities for further investigation (Chair to help facilitate). A rear shutter problem has been resolved. There has been concern expressed to CPA about the works carried out in the temporary changing rooms and the trenching for water and electricity supplies.

11. **Youth Club/Youth**

a) **Youth Club**

Youth Club attendance (Wednesday) has continued to improve. Additional adult volunteers have also come forward with some other interest parties as well. Older youth being approached again to see what they want from a youth club with Tuesday and Friday evenings likely to be available.

b) **Guides/Brownies/Rainbows**

Further discussions and a decision is required on their application for grant (£600). There are still issues with their responsibilities at the Brimp and an entry/exit checklist has been produced. There is a need to tidy up the Store – and a weekend volunteer exercise is recommended.

12. **The Brimp Issues**

c) **Football Arena**

Plans for the site to be followed up – Quotes for a larger MUGA replacement have been sought on the national Contracts Finder service and there has been a lot of interest from suppliers with several site visits and some planned. Bids sought by late February so they can be presented and discussed at the March Parish Council Meeting and if one is chosen, construction can be carried out in April. It is likely that additional funding is going to be required – Cllr Forrest has contacted the lottery fund and initial discussions are promising.

d) **Road** – Slough Fort are looking to carry out road repairs in the Spring.

e) **Additional Usage**

Street Dance sessions on Wednesday evenings (before the Youth Club) were held from late November. Request for places was encouraging but actual attendance was low – so it is suspended until the new year (Peter Apostel arranging).
Monthly disco being arranged.

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. There has been some progress on establishing the feasibility.

g) **Cleaner/Caretaker** – A advert has been placed on the parish council website/Facebook pages (Council and Allhallows Village Appreciation) for four hours a week (term time) on an employed of contract/self-employed basis. There has been some early interest – this will be reported at the meeting **The parish council is asked to agree next steps and possible appointment.**

13. **Recreation Ground** – Dustbin lid and internal bin have been fitted to the old bin. With an additional lid the council would also have another complete bin with fitting kit to install.

Decision required on the purchase of a further lid and install location.

14. **Contributions from Representatives (2018/2019) on external bodies**

- PACT (Chairman/Clerk)
- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
- Rural Liaison (Cllr. K. Draper) – Next meeting in March.
- 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)

15. **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)

16. **Financial**

- a) **Finance Monitoring Reports** (Circulated for comment/note). Only February and March left until the council year end on 31st March
 - b) **Receipts and Payments schedule** circulated for approval (initial version to follow/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
17. **Staffing Issues** nb. **If** personal issues need to be discussed the Press and Public will need to be excluded.
A Personnel Advisory Committee was held on 22nd January and options for the Street Cleaning and Youth Worker provision were discussed. These will be reported at the meeting.
- a) **Street Cleaner Cover** – Issues/Update.
 - b) **Site for Dumpster** for Street Cleaners. Drawings have been provided for the actual site. These have been submitted to Medway Planning for an opinion on whether a planning application is required.
18. **Date of next meetings –**
Parish Council Meeting, Wednesday 13th March 2019 @ Cross Park Pavilion (6:30pm)
19. **Future agenda items**

Chris Fribbins, Clerk to the Council 7th February 2019