



ALLHALLOWS PARISH COUNCIL

MINUTES OF THE PARISHCOUNCIL MEETING HELD ON WEDNESDAY 11th DECEMBER 2024

Cross Park Pavilion @ 6:30pm

PRESENT:	Cllr Chris Draper	Chair
	Cllr Yvonne Forrest	Vice-Chair
	Cllr Karen Draper	
	Cllr Sue Morrice	
	Cllr Trevor Bowley	
	Cllr Claire Tarry	
	Cllr Kim Wood	
	Mr Chris Fribbins	Parish Clerk
Apologies:	None	
In attendance	11 + Apologies Chris Spalding (Medway Cllr)	

- 122 1 **APOLOGIES FOR ABSENCE** Cllr Jean Sheaves
- 123 2 **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest – None
Audio Recording – Cllr Morrice – Audio recording for personal use
- 124 3 **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 13th NOVEMBER 2024** Proposed Cllr Forrest, Seconded Cllr Mrs Draper as a correct record - All Agreed.
- 125 4 **MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) –** Cllr Wood has had some response to her queries.
SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker): None
- 126 5 **CLERK’S REPORT –**
- a) Cllr Morrice to provide details for replacements for waste bins that had been destroyed in the recreation ground.
 - b) There has been a request for additional planning fees for notifying Medway Planning that the containers would be Green! The Chair has suggested that the fees will not be paid (£430!). Medway have indicated that they would waive the Planning Portal fee (a minor amount)
 - c) There have been complaints about the clearance of trees at the Village Hall (agreed with the Village Hall Committee) and the burning of some waste that had caused smoke and re-igniting of waste being burnt in the winds. The Chair has visited the Hall a number of times (with the contractor) to monitor and put out the flames.
 - d) The noticeboard by the Kingsmead bus stop was in need of repair, but had been damaged further by high winds. Cllr Forrest is seeking funding for a replacement.
 - e) Other items covered in main Agenda’s
- 127 6 **GRANT REQUESTS –** None (there had not been any request from the Village Hall Committee following the previous month’s request from the new Pre-School/Nursery.
- 128 7 **PLANNING**

- a) **Planning Applications**
 MC/24/2292 Conversion of existing integral garage into a habitable room | 2 St Matthews Way Allhallows Rochester Medway ME3 9SA
 MC/24/2000 Construction of a small porch attached to a mobile home measuring (2m x 1m) (Retrospective) 121 Kingsmead Park Allhallows Rochester Medway ME3 9TA
 No Issues raised.
- b) **Medway Local Plan General Report** – Nothing further expected until the new year/spring.
- c) **Neighbourhood Plan** – A follow-up meeting has been held and an application to designate the Parish area for Neighbourhood Plan has been received.
There would need to be a discussion about professional planning support and budget.

129 8 **HIGHWAYS AND FOOTPATHS**

- a) **Footpath Officers Report** – Cllr Bowley submitted a detailed report which was circulated.
- b) **Verbal contributions** – Tree inspection quote accepted, proposed Chair Seconded Cllr Wood - AGREED. The contractor will be asked to check trees on the boundary of the Recreation Ground.

130 9 **LOCAL REPORT/ISSUES**

- a) **Countryside Contract** – Issue raised about recent grass cut, the contractor had revisited to remedy.
- b) **Street Cleaning** – Issues continue with shopping parade in Avery Way.
- c) **Active Cemetery** – Nothing to report, maintenance continues.
- d) **General Issues** – (Medway) School Bins are not being emptied and overflowing. Cllr Forrest has followed up the issue with Medway Council and Norse. Protocol established.

131 10 **CROSS PARK IMPROVEMENTS (including s106)**

- a) **Update on works completed and outstanding.**
 VAT Implications of s106 planned and carried out to be investigated
 A VAT Consultant still to respond. **Storage Containers (Cross Park and the Brimp) –**
- b) **Pavilion Windows** - The possibility of extending the depth of the pavilion windows to the car park is being investigated – the security shutters will also need to be replaced. Quotes still being sought.
- c) **Defibrillator for Cross Park** has been installed.
- d) The café operator had indicated the need to replace the extraction equipment and that she would do this at her expense – Proposed to accept the offer Cllr Wood, Seconded Cllr Mrs Draper - Agreed by all (no financial commitment required by the Council). Café hours are likely to be reduced in January due to demand.
- e) The Chair will seek a quote for providing lighting in the Car Park (ducting was provided when the car park was refurbished to current level), These would need to be automatically triggered and switched off when not required.
- f) Pet snake found dead on Football pitch.

132 11 **YOUTH CLUB REPORT**

- a) **Youth Club Issues** – Recommended following Half Term break. Christmas party planned .
- b) **Extending Brick Store** – Funding source still required (although longer term S106 may be a source). Planning conditions need to be resolved before any development can commence. In the interim a storage container has been acquired (see Cross Park minute).
- c) **Brimp Site Usage** – Karate operating on Wednesdays, Football training for youths on Monday, Youth Club Tuesday, and Allhallows Scouts now active (initially Squirrels/Beavers/Cubs). Brick Store usage continues for film making. Scouts will

be paying the rental charge now. In the interim additional shelving would be considered for the Scouts storage.

- d) **Invoice** to be issued to Scouts for usage (Currently £300).

133 12 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **KALC (Medway)** – Meeting scheduled following further change to secretary and Chair.
- b) **Medway Council Rural Liaison** – No meeting.
- c) **Village Hall** – Cllr Forrest – A liaison meeting with the Parish Council and the Village Hall committee (at that time) was held at the Brimp. A further meeting with the new replacement committee is likely to be required.
- d) **Cross Park** – Cllr Bowley/Forrest – Meeting to be arranged.
- e) **Friends of All Saint’s Church** – Cllr Forrest – Nothing further (Church Steeple works continue – scaffolding in place). No weddings can be held due to the lack of replacement for Rev Gwilt currently. There will be Christmas Services, including a Carol Service on the 15th December taken by the Bishop of Rochester.

134 13 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** Cllr Forrest Nothing further to report.
- b) **Recreation Ground and Playpark** Cllr Morrice/Bowley – Annual inspection has been completed to be followed up to see what can be done locally and what needs to be done by an external contractor. Inspection report passed to Colin Davis to review (the majority of issues are low risk).
- c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available.
- d) **Peninsula East Primary Academy School Liaison** (Cllr Tarry) – Familiarisation underway. Banners acquires for placing on external/roadside fence. Liaison continues with school and provision of new trees from local resident Cllrs Forrest and Tarry had a positive meeting’s with the head.
- e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Liaison to continue with new contacts – meeting not yet arranged.

135 14 **FINANCIAL**

- a) **A further informal meeting to look at draft budget planned for 3rd January 2025 11am at the Brimp Youth Centre**
- b) **Finance Monitoring Reports** –Bank balances 30/11/24. **Agreed to note.**
- c) **Income**

Receipts November/December

November

Brimp Brick Store Hire	£100.00
Youth Club Tuck/Subs	£215.00
Karate Hire	£100.00
Brick Store Hire	£50.00

December

Youth Club Tuck/Subs	£98.00
Karate Hire	£25.00
VH Tree Maintenance 50%	£2,600
Bank Interest	£376.76
Scouts Brimp Usage	£300.00

TRANSFER Current A/C to Zempler Card Youth Club £200

- d) **To make/Note payments for December 2024.**

Proposed Cllr Forrest, Seconded Cllr Tarry - All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	241201		
John Price Salary/less PAYE	241202		
Mick Smith Salary/less PAYE	241203		
Colin Davis Salary/Less PAYE	241204	No payment	
HMRC PAYE	241205	619.60	
NEST Employee/Employer Pension	241206	79.06	
EDF Energy Brimp Electricity DD	241207	175.00	8.33
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total Payment	241208	2,289.98	381.88
M&L Contracting Tree Clearance VH	241209	6,240.00	1,040.00
Community Sports Academy ***	241210	60.00	
EDF Energy Adjusted figure	241211	175.00	
Titan Containers Cross Park/Brimp	241212	5,232.00	872.00
EDF Energy Brimp Energy	241213	269.06	12.81
National Broadband Cross Park Broadband DD	241214	54.00	9.00
KALC AGM Refreshments	241215	19.20	3.20
London Hearts VH Defibrillator	241216	750.00	
Safeplay Annual Inspection	241217	366.00	61.00
TJF Prop Maint Active Cemetery Grass C208	241211	160.00	
TJF Prop Maint Active Cemetery Grass C209	241213	160.00	
PDF Escape Software	241220	29.21	
Booker YC Tuck/Equip ZEMPLER	241150	191.93	
Home Bargains Tuck/Equip ZEMPLER	241151	48.82	
Amazon Document Storage Boxes	241152	38.98	6.50
Community Sports Academy	241153	60.00	
Zempler Bank Youth Club Card	241154	200.00	
Karen Draper Christmas Tree Lights etc.	241155	910.23	
Handar Paving Sleepers/Type1/Grass Seed	241156	1,495.20	249.20
Defib Warehouse Cross Psrk Defib	241121	1,791.90	298.65
IRIS Payroll Software Monthly	241221	12.00	2.00
Karen Draper Defib Install	241222	150.00	
DD/Debit Card/Already Paid ** *** Awaiting Invoice			

The exclusion of press and public to discuss personal staff and contract issues

Proposed Chair, seconded Cllr Mrs Draper – All Agreed

136 15 STAFFING ISSUES

Appraisals complete with Street Cleaners. Summarised for councillors.

Colin Davis to review annual play park inspection report.

137 16 DATE AND TIME OF NEXT MEETINGThe next meeting will be the January 2025 Meeting of the Council Wednesday 8th January 2025 (Cross Park Pavilion 6:30pm).**138 17 FUTURE AGENDA ITEMS**

None, at 20:30 The Chair closed the meeting.

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