



ALLHALLOWS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 8th JULY 2020**

ONLINE on (ZOOM) 18:30

PRESENT: Cllr Chris Draper Chairman
Cllr Pat Huntley-Chipper
Cllr Karen Draper
Cllr Yvonne Forrest
Cllr Sue Morrice
Cllr Trevor Bowley
Cllr Len Lovatt
Cllr Carol Cook
Mr Chris Fribbins Parish Clerk

Apologies:
In attendance None

There were technical issues with access with Cllrs Bowley/Huntley-Chipper and then a failure of Broadband for the Chair and Cllr K Draper. Effective start of the meeting was delayed until 19:15. The Clerk recommends that Councillors join the meeting at least 5 minutes, but preferably 10 minutes before the meeting is scheduled to start. Any trial connections can be arranged to confirm access.

- 297 1 **APOLOGIES FOR ABSENCE**
None
- 298 2 **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest
Audio Recording - Cllr Karen Draper, Cllr Morrice for Personal Use
Cllr Huntley-Chipper declared an interest in matters relating to Cross Park as a trustee of the Cross Park Association, took part in discussions but not voting on relevant items.
- 299 3 **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 10th JUNE** Proposed as a correct record by Cllr Forrest, Seconded Cllr Mrs Draper.
AGREED.
- 300 4 **MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) - None**
- 301 5 **TO NOTE UPDATES ON THE ACTION POINTS FROM PREVIOUS MEETINGS**
See updates in appendix.
- SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker): None.**
- 302 6 **CLERK'S REPORT**
- a) **Consultation on Medway Council Ward Review.**
The Boundary Commission has published a review of the Medway Council Ward Boundaries. A new ward (Allsaints) was proposed for the local area covering the parishes of St Mary Hoo, Allhallows, Stoke and Grain with one councillor. A new ward of Hoo and High Halstow would be created with three councillors (excluding Cooling which is part of the existing Peninsula Ward and the inclusion of Chattenden (part of Hoo Parish, but previously in Strood Rural Ward). No comments raised, although they can be submitted individually as residents or via the Clerk.
- b) **Cross Park – Boundary Work by residents.** Issues had been raised on Facebook about work being carried out on the boundary of Cross Park with properties in Avery

Way (school side). This was work being carried out by the Chair to create wildlife habitats, hedge-hog boxes etc. to encourage slow worms and other wildlife in place of a heavy cover of brambles that had choked the area and killed some wildlife. There was no issue of land ownership, which remains with the Parish Council and no cost to the Parish Council. Although there was a previous action plan for the Cross Park 'Country Park' previously, this has expired sometime ago and had not been active for over five years. A further resident in Avery Way (near the Post Office) had also cleared the scrub down to the football pitch area). The proposal by the Chair had been reported to the Clerk previously who confirmed that land ownership would remain with the Parish Council. No issues raised by councillors, work supported.

c) **The Brimp Access Road**

An email had been received from the Slough Fort Preservation Society about their wish to erect a lockable barrier at the entrance of the road by Avery Way and requesting the support of the parish council and a contribution (1/3) of the cost of erection. Councillors felt there would be issues for access to The Brimp (Youth Centre) by 'staff', other users and parents etc. It was also not clear if approval had been granted by the Church Commissioners and other registered landowners of the road. No support for the Slough Fort proposal was forthcoming currently.

Cllr Huntley-Chipper left the meeting app. 7:45pm.

303 **7 COVID-19 Coming out of lockdown**

The opening of Play Areas from 4th July had been announced by the Government. Risk Assessments were required (written form by larger authorities, but to be considered by small authorities. Guidelines had been circulated, but it was felt that they were too onerous for the parish council. On the basis that the Recreation Ground Play Equipment could not be locked out of use, signage was prepared and displayed pointing out the responsibilities of Parents/Carers etc. to manage their use of the play equipment and ensure hygiene before, during and after their use of the equipment. two larger permanent signs will be ordered for fitting in the area.

304 **8 BRIMP DEVELOPMENTS**

- a) **Progress of football arena** – The contractor has been informed about the decision taken at the June meeting to limit payments to the agreed quote. Rain had helped the grass to grow, although there were still some bald patches.
- b) **Verbal Report on Brimp progress.** No progress to report during closedown.
- c) **Extension of Brick Store** – Medway Planning had been approached by the Clerk to get an initial view of the proposal to insure there were no listed building They had requested drawings of the proposals – John Liddiard has been approached, awaiting a response. On-site meeting to be arranged.
- d) **Electrical Inspection of the Brimp** – There had been several issues raised. Issues relating to the Brick Store have now been carried out and charged to the builder.

305 **9 GRANT REQUESTS**

None

306 **10 INTERNET/BROADBAND ACCESS AT CROSS PARK/THE BRIMP**

The Chair had still not had any response from the local Openreach engineer.

307 **11 PLANNING**

- a) **Allhallows Planning Applications** – None
- b) **Medway Local Plan** – Hoo St Werburgh Parish Council had copied a letter addresses to the Leader of Medway Council to the Parish Council about concerns regarding the forced closure of one on the Doctor's Surgeries in Hoo/Stoke. This had been followed up by Hoo Parish Councillor Freshwater demanding distribution and then Parish Councillors individual email addresses – which had been denied due to GDPR issues.
The Clerk pointed out that health provision was not the responsibility of Medway Council, although there might be provision for NHS provision in the local plan

(surgeries, clinics, cottage hospitals etc.) in response to need identified by the NHS to support the housing numbers.

- 308 12 **HIGHWAYS AND FOOTPATHS**
- a) **Parking Restrictions** – Nothing further
 - b) **Footpath Officers Report** – Cllr Bowley reported on his clearance works in Cross Park, Recreation Ground, Shellduck Woods, Avery Way Wood (Path) and footpaths.
 - c) **Verbal contributions** – Cllr Bowley had provided a detailed report that had been circulated.
It has been suggested that Homeward Road be officially closed, and barriers installed to prevent vehicles using the road for fly tipping. The Chair advised that he had spoken to Medway Cllr Filmer and an initial temporary closure (at both ends) was being investigated.
- 309 13 **CROSS PARK ISSUES**
- a) **Expansion of Facilities** – This has now been confirmed by Turners Group. A detailed schedule is awaited. The planning conditions are now being resolved before detailed work can progress.
 - b) **Building/Land Issues** - Cllr Bowley's monthly report was circulated. Boundary issues need to be followed up.
 - c) **Electrical Inspection** – To be scheduled.
 - d) **Planning Status of Cross Park** – Medway Planning have been contacted about the status of Cross Park and the benefits of designation. Awaiting feedback.
- 310 14 **YOUTH CLUB/YOUTH**
- a) **Youth Club –Future Planning** – Shut down due to lockdown. A session to clean up the Youth Centre was now scheduled with a small work team.
- 311 15 **THE BRIMP ISSUES**
- a) **Electrical Inspection** – Faults with the installation of the electrical supply in the Brick Store have now been resolved – the cost would be borne by the builder. Additional work at the Brimp and the inspection at Cross Park still awaiting dates from the electrician (delayed due to child minding requirements during the Covid-19 restrictions).
- 312 16 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**
- a) **ALLHALLOWS PACT** – Cllrs Cook and Morrice – No meetings.
 - b) **KALC (Medway)** – Cllrs Cook and Morrice – No meetings.
 - c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – No meetings.
 - d) **Village Hall** – Cllr Lovatt – No meetings.
 - e) **Cross Park** – Cllr Huntley-Chipper – No meetings.
 - f) **Village Fete** – Cllr Forrest – No meetings.
 - g) **Friends of All Saint's Church** – Cllr Forrest – No meetings.
- 313 17 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**
- a) **Allotments (Cllr Forrest)** – Nothing to report (allotments do not have any COVID19 restrictions other than social distancing).
 - b) **Recreation Ground and Playpark** (Cllr Forrest and Vice Chair) Play Park has now officially been re-opened – with signs reminding parents/carers etc. of their responsibilities when using the equipment, especially during Covid-19 restrictions. The Annual Playground Inspection was scheduled and will be passed to Colyn Property Services for review and action when received.
Horses had been witnessed going down Shellduck Close, with a likely destination of the Recreation Ground – signs forbidding this on the Recreation Ground and Cross Park have been installed, but appear to be ignored.
 - c) **Bourne Leisure Liaison** (Cllr C Draper) – No meeting due to lock down.

- d) **Allhallows Primary School Liaison** (Chair) – Now limited opening due to Covid-19. It appears there may be a new Head.
- e) **Turners Group** – Turners have indicated that they will be progressing their plans now that Covid-19 restrictions are being eased.

314 18 **SHELLDUCK LAND UPDATE**

- a) The Planning refusal for the waste compound was noted. The storage of a dumpster on the site with access to the pavement for the weekly collection is being investigated (as mobile there is no planning permission required). Proposed Cllr Forrest, Seconded Cllr Morrice that the alternative waste storage provision be progressed – ALL AGREED

315 19 **FINANCIAL**

- a) Finance Monitoring Reports (to 30 June) Financial reports were circulated, all agreed to note.
Receipts June/July Noted.
- b) **To make payments for June Proposed – Cllr Forrest, seconded – Cllr Mrs Draper that the payments as listed be paid. – ALL AGREED** (the payments list will be signed by the proposer and seconder later)

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	200701		
John Price Salary/less PAYE	200702		
John Price Tools	200702A	27.43	
Mick Smith Salary/less PAYE	200703		
Marion Eades Cover	200703B		
HMRC PAYE	200704	331.45	
NEST Employee/Employer Pension	200705	64.82	
EDF Energy Brimp Electricity DD	200706	102.00	4.86
EDF Energy Refund	200706A	-123.93	-6.20
M&L Contracting Countryside Contract		1,591.66	
M&L Contracting Cross Park		316.66	
M&L Total payment Subject to invoice	200707	2,289.98	381.66
TJF Prop Servs Active Cemetery	200708	160.00	
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Colyn Prop Servs Erection of Signs	200710	48.00	
Colyn Prop Servs Village Hall LM	200711	60.00	
Colyn Prop Servs Village Hall LM	200712	60.00	
Direct Fire Protection Cross Park Fire Insp	200713	68.11	11.35

Paid previously, to note

****On receipt of Invoice**

- c) Cllr Forrest has agreed to carry out the quarterly audit. Information for April/May/June had been passed to her and will be reviewed soon.

316 20 **STAFFING ISSUES**

The exclusion of press and public to discuss personal staff issues was moved by the Chair and seconded by Cllr Mrs Draper – **ALL AGREED**

- a) The Chair had reported some areas that do not appear to have been swept and these were taken up with staff by Cllr Forrest. There had also been an excess of dog poo in the bin on the recreation ground and use of the street bins for domestic rubbish had been witnessed – overfilling the bins.
- b) The Chair had arranged for a free visit to Allhallows Village by a NORSE/Medway SCARAB – noticed by several residents who commented on Facebook. Unfortunately, there had been some misunderstanding by them regarding the status of the work and the parish council's normal arrangements under the delegated arrangements (Street Cleaning and Countryside Management contracts)

317 21 DATE AND TIME OF NEXT MEETINGS

The next meeting will be Wednesday 12th August 2020 at 6:30pm online using ZOOM (Meeting Number and Meeting Password to be made available on request by email, by 5:30pm on the date of the meeting)

318 22 FUTURE AGENDA ITEMS – None

At 21:15 The Chair Cllr Chris Draper closed the meeting.

Signed as a correct record of the proceedings.

Chair of Allhallows Parish Council

Action Point	Details	Review	ACTION
OCTOBER 17 (discussed at November & December meeting)	Cross Park – Community Facilities	Turners Group proposing permissive path/Bowling Green/Community Centre extension to Pavilion and permanent Changing Rooms as part of a s106 agreement for an extension to their residential park. Agreement in principle awaiting further details, Follow-ups underway with Turners. Turners report planning application submitted MC/18/0288. Further meeting with Turners Group who are looking to submit a planning application for the community facilities on behalf of the parish council. Rural Kent appointed to help with 'project management' if approval granted. Permission for 81 chalets now agreed, awaiting update on development from Turner Group	Chair/Clerk
FEBRUARY 17 C2017/1594	Street Cleaning	Site and dumpster required for street cleaners' bags until collected Site identified at Shellduck/Avery Way junction – details to be followed up. Drawings required so that consultation with Medway Planning can be done. Drawings sent to Dave Harris (Medway Council Planning) to see if planning permission is required. Planning Permission required – papers sent to John Liddiard. Planning application refused. Now re- submitted but refused again. Appealed	Clerk
AUGUST 18 C2018/1749c	Cross Park Electricals	An electrical inspection faults (non- critical) investigation is outstanding and will be scheduled soon. BTD have carried out maintenance work. Trying to arrange a visit to Allhallows Park (The mains feed) Now incorporated in a formal electrical inspection in January 2020 – Inspection to be completed after 'lockdown'	Clerk