

ALLHALLOWS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 10th December 2014
AT ALLHALLOWS VILLAGE HALL, STOKE ROAD, ALLHALLOWS AT 6:30 pm.**

PRESENT: Cllr Mark Skudder Chairman
Cllr John Lambourne Vice-Chairman
Cllr John Luck
Cllr Mrs Sue Hill
Cllr Alan Marsh
Cllr Mrs Wendy Myers
Cllr Mrs Yvonne Forrest

In attendance Mrs Lynn Davis Parish Clerk
8 members of the public

1 APOLOGIES FOR ABSENCE

758 Apologies were received from:
Cllr Mrs Noleen Skudder: Unable to attend due to a doctor's appointment.
It was proposed by Cllr Alan Marsh and seconded by Cllr Sue Hill that the received apologies be accepted. This was agreed unanimously.

2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)

759 No declarations were received

3 DISPENSATION REQUESTS

760 No requests were received.

4 MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING HELD ON 1ST OCTOBER 2014 AND OF THE PARISH COUNCIL MEETING HELD ON 8TH OCTOBER 2014

761 The minutes of the Extraordinary Parish Council meeting held on 1st October 2014 were agreed.
Proposed by Cllr Alan Marsh, seconded by Cllr Wendy Myers and agreed unanimously.
The minutes of the Parish Council meeting held on 8th October 2014 were agreed.
Proposed by Cllr Wendy Myers and seconded by Cllr John Luck and agreed unanimously.

5 MATTERS ARISING

762 Cllr Mark Skudder reported that per item 745 (i) a wreath was purchased and laid in the church, and per item 746 (j) a tree was erected in the church for the Christmas ceremony.

6 ACTION POINTS

763 Cllr Alan Marsh that regarding action point C/13/2014/3 he had spoken to the allotment society and arranged a meeting for 10:30 on 15th December 2014.

7 PLANNING

764 Planning application no MC/14/1613 was noted

8 FINANCE

- 765 a) The end of month bank balance and the October and November 2014 bank reconciliation forms were agreed. Proposed by Cllr Alan Marsh, seconded by Cllr Mrs Wendy Myers and agreed unanimously.
- 766 b) The cheques signed since the last meeting and the standing orders paid were approved. Proposed by Cllr Mrs Wendy Myers, seconded by Cllr Alan Marsh and agreed unanimously.
- 767 c) The accounts for payment were noted
- 768 d) The October and November 2014 budget monitoring update and income and expenditure reports were noted.
- 769 e) The monthly bank reconciliation forms to be checked and signed at the next meeting
- 770 f) Cllr Mark Skudder proposed to retain Pauline Bowdery as Internal Auditor. This would allow continuity as the Parish Council has recently appointed a new Parish Clerk. Seconded by Alan Marsh and agreed unanimously.
- 771 g) The next Finance Committee meeting was planned for 14th January 2015 at 6:30 at the Village Hall.

9 HIGHWAYS & TRANSPORT

772 The Footpath Officer's report was noted. Cllr John Luck reported that footpath RS15 was blocked by a fallen tree which he would report to Medway Council

10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY

- 773 a) Cross Park
Cllr Mark Skudder to speak to Kath Cooper regarding the collection of deposits when bookings are made.
Cash payments for the Bingo Club will be passed to John Price for collection by the Parish Clerk
Mrs. Huntley-Chipper reported that there is now a metal cupboard for storing the cleaning equipment given free of charge by the Parish Clerk's place of work. Cllr Mark Skudder asked the Parish Clerk to pass on the Parish Council's thanks for the donation.
- b) Brimp Youth Centre
Cllr Mark Skudder reported that the fencing and CCTV were now installed and the floodlights were on a timer set to come on at dusk till 9:30pm. The centre is now open so that members of the public can use it at all times when the Youth Club is not in operation. Cllr Mark Skudder is arranging for a sign to be made.

11 CORRESPONDENCE

775 Correspondence received was noted

12 GRANT APPLICATIONS

- 776 a) No grant application has been received from the Mother and Toddler group, Cllr Mrs. Yvonne Forrest volunteered to chase this up.
- b) The grant application for £316 for the Rainbows and Brownies was proposed by Cllr Alan Marsh and seconded by Cllr Mrs. Yvonne Forrest and carried unanimously.

13 CROSS PARK ASSOCIATION UPDATE

777 Cllr Mark Skudder requested that he be updated with agendas and meeting minutes and that the association should ensure that all new members are updated on the constitution. He confirmed that the building (the Pavilion) is owned by the Parish Council and it is run by the Village Hall Committee. The CPA asked if they could put copy photographs of scenes around Allhallows on the walls and Cllr Mark Skudder agreed that it would be a good idea. Cllr Skudder also reminded members of the CPA who were present, that the hall is owned by the Parish Council and run by the Village Hall Committee. As such, the Parish Council and VHC should approve any decorations. Cllr Skudder asked if Cllrs were happy for the photographs to be erected. All agreed. Cllr Skudder also said he would contact the VHC as a matter of courtesy.

- a) Cllr Mark Skudder reminded the CPA that to comply with fire regulations the maximum number of people permitted in the hall is 80 standing or 50 seated. He confirmed that some of the chairs were not in a good condition and would ask the church if they had around 24 chairs it would be willing to donate. The CPA asked for 2 or 3 small tables so that bingo prizes could be displayed. Cllr Mrs. Yvonne Forrest would look into the cost.

14 RECREATION GROUND

778 Use of the recreation ground for the 2015 was proposed by Cllr Alan Marsh and seconded by Cllr Mrs Wendy Myers and agreed unanimously. Regarding any parking problems it was noted that the Village Fete Committee will ask the school to open for parking.

15 ANNUAL PARISH ASSEMBLY

779 It was proposed by Cllr Alan Marsh that the Annual Parish Assembly be on 15th April 2015 at 6:30 pm in Allhallows Village Hall and seconded by Cllr John Luck and agreed unanimously.

16 DATE AND TIME OF NEXT MEETING

780 The date of the next meeting was agreed as Wednesday 11th February 2015 at 6:30 pm at Allhallows Village Hall.

PUBLIC SESSION

781 The meeting was suspended at 7:15pm for the Public Session.

A member of the public asked the Council if there was a possibility of a grant for a football team, he wished to set up a men's team initially, with the possibility of a women's team and junior teams. Cllr Mark Skudder said it was a good idea and the Parish Council may be able to fund the purchase of goal posts. The member of the public was asked to form an association and set up a bank account and then contact the Council for a grant.

Chris Draper of Cross Park Association said that the association would be running a Fun Day on 16th August 2015 and asked the Council to confirm that the necessary insurances are in place. Cllr Mark Skudder confirmed that, provided that the CPA conform to all of the necessary requirements that they have previously been informed about; and provided they informed, in good time, the Parish Council of what is to take

place on the Fun Day the insurances should cover most activities.

The public session was closed at 7:32pm

CONFIDENTIAL SECTION

A proposal was made by Cllr Mark Skudder under section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960 to exclude the public and representatives of the press and broadcast media during the discussion, due to the confidential and sensitive nature of the business to be transacted. Seconded by Cllr Mrs Sue Hill and agreed unanimously.

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CROSS PARK

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The estimates were considered and it was agreed that V. Sinclair's estimate would be accepted subject to clarification of the area to be made good. Cllr John Luck agreed to arrange a meeting with Paul Marshall. Cllr Mark Skudder proposed to proceed with the work on the following basis:

- a) John Luck confirms the V. Sinclair quote is to the correct specification
 - b) The Cross Park Association contributes £500 towards the cost
- The proposal was seconded by Cllr John Luck and carried unanimously.

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PERSONNEL

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- a) The increase in the National Minimum Wage to £6.50 per hour was noted
- b) The proposed increase in the Parish Clerk's salary, from January 2015, as per NALC guidelines was approved – proposed by Cllr Alan Marsh, seconded by Cllr Sue Hill and carried unanimously

Cllr Mark Skudder immediately closed the meeting at 20:14pm.

Action Point	Details	Review	Cleared
Action Point C/13/2014/3	Cllr Alan Marsh to contact the Allhallows Allotment Society in order to obtain more information regarding the grant application works and report back at the December Parish Council meeting.		