



ALLHALLOWS PARISH COUNCIL

MINUTES OF THE PARISHCOUNCIL MEETING HELD ON WEDNESDAY 10th SEPTEMBER 2025

Cross Park Pavilion @ 6:30pm

PRESENT:

Cllr Chris Draper	Chair
Cllr Yvonne Forrest	Vice-Chair
Cllr Sue Morrice	
Cllr Trevor Bowley	
Cllr Kim Wood	
Cllr Jean Sheaves	
Mr Chris Fribbins	Parish Clerk

Apologies:

Cllr Mrs Draper
Cllr Van Niekerk

In attendance

Medway Cllr Spalding + 2
members of public

- 258 1 APOLOGIES FOR ABSENCE** Cllr Mrs Draper (unwell), Cllr Van Niekerk (Work) – Arrived for item 15. Proposed acceptance of apologies Cllr Draper, Seconded Cllr Forrest – ALL AGREED
- 259 2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest – Cllr Wood (Cross Park Association)
Audio Recording – Cllr Morrice – Audio recording for personal use
- 260 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 13th August 2025** Proposed Cllr Forrest, Seconded Cllr Wood as a correct record – ALL AGREED.
- 261 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)**
Xmas Tree – being followed up
SSE – Grants for Oven and Extractor Fans for Cross Park Association awaiting payment
SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):
Medway Cllr Spalding reported on Medway Council issues.
- 262 5 CLERK'S REPORT** – Nothing further to report.
- 263 6 GRANT REQUESTS** – None (awaiting Village Hall and Cross Park Association as budgeted).
- 264 7 PLANNING**
- a) i) MC/25/1729 Details of Biodiversity Gain Plan on planning application MC/25/0719 for Construction of a single storey extension to existing retail store and associated works Allhallows Holiday Park Allhallows Caravan Park Allhallows Rochester Medway ME3 9QD
ii) MC/25/1717 Details pursuant to condition 3 (drainage Strategy Statement) on planning permission MC/25/0719 - construction of a single storey extension to existing retail store and associated works Allhallows Holiday Park Allhallows Caravan Park Allhallows Rochester Medway ME3 9QD ME3 9QD
iii) MC/25/1718 Details pursuant to condition 4 (materials) on planning permission MC/25/0719 - construction of a single storey extension to existing retail store and

associated works Allhallows Holiday Park Allhallows Caravan Park Allhallows Rochester Medway ME3 9QD

iv) MC/25/1605 The installation of an enclosure to cover the external swimming pool, including links to the building and associated HVAC equipment, with other associated works Allhallows Holiday Park Allhallows Rochester Medway ME3 9QD
NO COMMENTS RAISED

- b) **Allhallows Neighbourhood Plan** – A steering group will be required to move this forward. (estimated that £7k year one and £8k year two will be required to fund a planning consultant and running expenses will be required). The annual grants from Locality have been withdrawn by Government, with a suggestion that the Haven be approached.
- c) **Draft Medway Local Plan 2041** – Nothing further.
- d) **Update on potential development off Binney Road/Stoke Road**
Nothing further to date.

265 8 **HIGHWAYS AND FOOTPATHS**

- a) **Footpath Officers Report** – Cllr Bowley and Mr Don Baulk
Reports received. Issues with stile/gate on RS9 raised. Landowner to be contacted. Church Commissioners Avery Wood issues reported. They had indicated that the parish council were not allowed to carry out any maintenance – they are to be contacted.
- b) **Verbal contributions** – Issues with Shelduck Woods fencing and broken streetlights were to be followed up by Medway Cllr Spalding.

266 9 **LOCAL REPORT/ISSUES**

- a) **Countryside Contract (hedgerows/amenity land/Closed Churchyard/Recreation Gound/Shelduck Woods)**
The contractor will continue to carry out closed churchyard maintenance and not use a sub-contractor, they will liaise with the church to see what they can do to help as they now used the churchyard for various activities that can interfere with maintenance by the contractor.
- b) **Street Cleaning** - -Bruce Mulhall has, enthusiastically taken on the roads previously covered by John Price. Bruce had sustained an injury from materials picked up. Tetanus injection carried out. Garage off Avery Way obtained on a rental basis for street cleaner and storage (arranged by the Chair).
- c) **Active Cemetery** – no issues
- d) **General Issues** - Shelduck Woods fencing reported elsewhere. Cllr Morrice reported issues with fencing on the Permissive Path between Cross Park and the Recreation ground – reported to Turners.

267 10 **CROSS PARK IMPROVEMENTS (including s106)**

Update on works completed and outstanding.

- a) CCTV – Installed, final handover to be scheduled. CCTV signage on three sides of Cross Park to be installed and register of access to be introduced. Remote access available but will need to be restricted to Clerk and two others.
- b) Street Lighting – Installed – remote control needs to be moved to somewhere more accessible and rules for usage during Cross Park activities to be established.
- c) Nothing further on development plans for The Reeds and the significant S106 contribution for a new Cross Park Community Centre (£450k + RPI), Turners to be contacted,
- d) The Storage Container is now in use. A 'pop-up' bar is being progressed by the Cross Park Association (licensee Lisa Newstead).
- e) Installation of shutters on front windows are being scheduled.
- f) A further Trustee meeting is being scheduled.
- g) Dog signs to be installed reminding dog owners to control their dogs and pick up dog waste etc.

268 11 **YOUTH CLUB REPORT**

- a) **Youth Club Issues** – Youth Club returned after summer break. Some issues with YC equipment during summer closure (table tennis table etc.)
- b) **Extending Brick Store** – Interim work has been completed (will need a doorway into existing Brick Store, decoration etc. will need to be planned).
- c) **Brimp Site Usage** – Karate operating on Wednesdays, Youth Club Tuesday, and Allhallows Scouts now active Thursday/Friday (initially Squirrels/Beavers/Cubs). Brick Store usage continues for film making. Payment to end April 2025 arrived, further payment to be calculated/invoiced.

269 12 CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES

- a) **KALC (Medway)** – Next meeting 29/10/25.
- b) **Medway Council Rural Liaison** – A further special meeting (16/9/25) is planned to update rural councillors on Local Government Reorganisation for Medway and Kent has been scheduled.
- c) **Village Hall** – Cllr Forrest – A general meeting is to be arranged (22/10/25), it is likely to be rescheduled.
- d) **Cross Park** – Cllr Bowley – Further meeting to be scheduled.
- e) **Friends of All Saint's Church** – Cllr Forrest – regular events scheduled (community café, Applause theatre).
- f) **Slough Fort** – Further grants obtained and refurbishment works continue.

270 13 REPORTS FROM OTHER MEMBER RESPONSIBILITIES

- a) **Allotments** Cllr Forrest Nothing to report.
- b) **Recreation Ground and Playpark** Cllr Morrice/Bowley – Inspection training to be scheduled for Bruce Mulhall and others to be scheduled.
- c) **Bourne Leisure Liaison** Cllr C Draper – liaison continues when manager available. Speed limiting bumps at Avery Way entrance installed. Check-in day traffic issues continue – Medway Council are asking to arrange a meeting to discuss alternative access via Homewards Road.
- d) **Peninsula East Primary Academy School Liaison** – Liaison continues, now returned after summer holiday.
- e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Liaison to continue with new contacts – meeting not yet arranged.

271 14 FINANCIAL/POLICY

- a) **Finance Monitoring Reports** – Bank balances 30/08/25 and financial reports **Agreed to note**, bank reconciliations signed by the Chair.

- b) **Income/Receipts**

August

C Fribbins Vodafone Refund July	£60.72
Karate Brimp Hire	£175.00
Brick Store Hire	£50.00
Scout Brimp Hire 1/1/25-30/4/25	£500.00

September

C Fribbins Vodafone Refund August	£60.72
Norse Medway Countryside Contract	£28,862.08 *
YC Tuck/Subs	£55.00
Karate Brimp Hire	£200.00
Brick Store Hire	£100.00

* Awaiting payment

- c) **To make/note payments for September 2025.**

Proposed Cllr Morrice, Seconded Cllr Wood – All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution/BACKPAY	250901
Bruce Mulhall Salary/less PAYE	250902

Mick Smith Salary/less PAYE	250903		
Colin Davis Salary/Less PAYE	250904		
Angela Goodhew Salary/Less PAYE	250905		
HMRC PAYE	250906	645.27	
NEST Employee/Employer Pension	250907	81.52	
EDF Energy Brimp Electricity Bill DD	250908	201.66	9.60
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total Payment	250909	2,289.98	381.66
National Broadband Cross Park	250910	54.00	9.00
IRIS Staffology Payroll Software DD	250911	12.00	2.00
TJF Property Servs Active Cemetery C222	250912	160.00	
TJF Property Servs Active Cemetery C223	250913	160.00	
Vodafone Brimp Wi-Fis (net £38)	250914	98.72	16.45
Handar Paving Xmas Bae, Signs, Sign Struts	250915	2,640.00	440.00
Handar Paving Brick Store Extension	350916	23,445.60	3907.60
Danny Pope CP Decorating	250917	300.00	
Danny Pope CP Decorating	250918	350.00	
Yvonne Forrest Keys	250919	45.50	2.83
Already Paid			
Billinghurst Electrical CP HandDryer Instl	250851	160.27	26.71
Danny Pope Decorating CP Decorating	250855	230.00	
Danny Pope Decorating CP Decorating	250856	350.00	
Debit Card/Already Paid * Awaiting Invoice			

The exclusion of press and public to discuss personal staff and contract issues
Proposed Cllr Draper, seconded Cllr Forrest – All Agreed (Cllr Van Niekerk arrived)

272 15

STAFFING ISSUES –

Retrospective Approval of appointment of Angela Goodhew as Cleaner w.e.f. 1 August 2025 – Propose Cllr Forrest, Seconded Cllr Wood ALL AGREED (request that Angie clean the Phone Box)

273 16

QUOTES

To receive and review quotes for Cross Park Boiler Replacement and Service Contract (following a series of faults)

Three quotes received for new boiler. Proposed quote from Cube Heating Cllr Forrest, seconded Cllr Wood. (later unable to schedule install to limit impact on community café, so quote from Elite accepted and install progressed). In addition, Hive controller installed (local and remote access/instructions to be arranged/documented).

Quotes were Gaslec (£3,594), Elite (£3,722), Cube Heating (

274 17

DATE AND TIME OF NEXT MEETING

The next meeting will be the September Parish Council Meeting on Wednesday October 8th, 2025 (Cross Park Pavilion 6:30pm).

275 18

FUTURE AGENDA ITEMS

None, at 21:25 The Chair closed the meeting.

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