



Allhallows Parish Council

42 Quickrells Avenue, Cliffe, Rochester, Kent. ME3 7RB
Tel: 01634 566256 e-mail: allhallowspc@gmail.com
www.allhallowskent-pc.gov.uk

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 9th August 2017 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**
3. **To receive and sign the minutes of the Parish council meeting 12th July 2017.**
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).
Including Land Logical re. Cross Park Land Improvements
6. **Clerk's Report (not elsewhere on the agenda)**
Update on issues and actions since Council meeting 12th July 2017
 - Anti-social behaviour issues/PACT
 - Tree inspection
 - Request from Village Fete for use of the recreation ground (30/6/2018 and last Saturday in June in following years)
7. **Annual Report** – to note progress
Awaiting response from external auditor.
8. **Grant Requests** –
Allhallows Village Hall have asked for support for their increased Business Rates (following Medway Council's removal of the 20% Discretionary Relief)
9. **Planning**
 - a) **Medway Local Plan – to be monitored**
 - b) **Allhallows Plans for comment**
MC/17/2589 7 ST LUKES WAY, ALLHALLOWS, ROCHESTER, ME3 9PR
Construction of a two-storey front extension and additional parking
10. **Highways and Footpaths**
 - Potential Parking Restrictions (awaiting feedback from Medway Council)
 - Footpath Officers Report (circulated)
 - Verbal contributions from Councillors
11. **Cross Park Issues**
 - a) **Governance/Annual Financial Support and Responsibilities (including Allhallows VH)**
The Charity documents and financial information has been circulated to the Cross Park Association (CPA). Three initial trustees are required to submit the application for a Charity Incorporated organisation. Suggested that the parish council budget £2,500 per annum for 'village hall support' each to Cross Park Association and the Allhallows Village Hall in future and 2017/2018 grants to be pro-rated and amounts already spent, that will become part of future grants, deducted (to be reported at the September meeting for approval).
 - b) **Building/Land Issues**
The monthly report from Trevor Bowley has been circulated.
 - c) **Permissive Footpath**
Awaiting details from Kingsmead Park.
 - d) **Temporary Changing Rooms**
(Cross Park Association Project) work has started, with a plan to be available for the new football season in August/September. Planning/Insurance and running costs need to be considered. 'Local' CCTV is planned to be installed on the building.
 - e) **Pavilion**
The main door shutter motor has now been fitted.
Two alternatives for boiler maintenance identified (< £100 per annum) Recommendation required.

- The CCTV recorder needs to be replaced (two or three quotes will be presented at the meeting).
12. **Youth Club/Brimp Report**
 More adult help/volunteers are still required. Looking to organise a meeting or drop-in sessions to help identify requirements from adults and youngsters. Now that schools have closed for the summer, numbers have dropped off, so consideration is being given to closing until the schools return.
- a) Football Arena**
 Parts to repair missing panel and door have been ordered (the larger refurbishment deferred for further investigation into a cheaper solution and possible playing surface replacement). Parts delivered are incorrect and were collected by a courier. Vandalism has occurred to the arena – with damage to **five or six** vertical, half poles – awaiting cost. The police have interviewed two youths identified on the CCTV who admitted causing the damage and the case has now been passed to the Youth Offending Team for action. Grass cutting contractor still to be sought. A Hi-definition CCTV camera is recommended overlooking the football arena – quotes will be sought.
- b) Water Inspection**
 Two yearly inspection recommended (Chair to see if this can be incorporated with Bourne Leisure and extended to Cross Park)
- c) Road and Lighting**
 There has been approval of a £500 donation towards repairs to the road, awaiting update from Bourne Leisure. The Chair has some indicative quotes for lighting and will liaise with Bourne Leisure about cost of fitting. Two road lights have been vandalised (Glass broken) one still works, one doesn't. A further light is not working - no progress, although this should be done before late September with longer nights.
13. **Recreation Ground** -Bench site marked and the bench to be moved in next two weeks.
- a) Play Equipment** - Colyn Property Services have completed the repairs reported in the annual inspection.
14. **Allhallows School Parking**
 Initial discussions required with Medway Council and then relevant land owners to see if this is practical.
15. **Contributions from Representatives (2017/2018) on external bodies**
- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
 - Rural Liaison (Cllr. K. Draper)
 - Police Liaison (Cllr. Luck, Substitute Cllr. D Bennett)
 - Village Hall (Cllr. Forrest)
 - Cross Park Association (Cllr. Luck)
 - Friends of All Saints Church (Cllr S Bennett)
16. **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)) – (graffiti on play equipment has been cleaned off). Inspection training carried out, Annual Inspection arrange for May.
 - Bourne Leisure Liaison (Cllr. C Draper (Chair))
 - Allhallows Primary School Liaison (Cllrs. D & S Bennett)
17. **Management of Council's Land and Property**
 Follow-up meetings with relevant committees to be arranged
18. **Financial**
- Finance and General Purposes 31/7/17 (inquorate) – does this need to be re-arranged.
 - Finance Monitoring
 - To make payments – online payment and cheque list (circulated before the meeting, final version at meeting)
- Nb. If personal payments **need** to be discussed the Press and Public will need to be excluded)
19. **Staffing Issues**
 nb. If personal issues need to be discussed the Press and Public will need to be excluded.
 Personnel Advisory Committee 31/7/17 (inquorate) – does this need to be re-arranged.
 Street Cleaning Responsibilities/Cross Park Cleaner/Youth Worker
20. **Date of next meetings –**
 Parish Council Meeting, Wednesday 13th September 2017 (2nd Wednesday) @ Cross Park Pavilion, 6:30pm
21. **Future agenda items**