



Allhallows Parish Council

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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 13th September 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 9th August 2017 and the Extraordinary Parish Council meeting 30th August 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 9th August 2017
 - Notice of Vacancy has been displayed on the noticeboards and the website.
 - Anti-social behaviour issues/PACT
 - Tree inspection
7. **Annual Report**
External Audit complete – no issues raised. Annual Report is being displayed on Noticeboards until the end of September and on the website.
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) – it is suggested that this will form part of their annual revenue support.
9. **Planning**
 - a) **Medway Local Plan – to be monitored**
 - b) **Allhallows Plans for comment - none**
10. **Highways and Footpaths**
 - Potential Parking Restrictions (Medway Council are now working on it)
 - Footpath Officers Report
 - Verbal contributions from Councillors
11. **Cross Park Issues**
 - a) **Governance/Annual Financial Support and Responsibilities**
Discussed and resolved at Extra Ordinary meeting 30/8 application for charitable status to be submitted on their behalf by the Clerk. Transfer of responsibilities (draft license) to be drawn up.
 - b) **Building/Land Issues**
The monthly report from Trevor Bowley has been circulated.
Following the recommendation of the Extraordinary Meeting (30/8) further information be sought regarding the suggestion from Land Logical (see minutes). It is recommended that we find a partner to progress this work – Medway Council (Green Spaces), The Woodland Trust, Kent Wildlife Trust and Groundwork have been contacted to provide advice and support for the contractual, planning, environmental and target environment issues, the Clerk will report any responses.
 - 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**
Internal Lighting faults fixed (BTD to check outside flood light) CCTV issues identified separately.
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. Club has now re-opened after the school holidays (5/9/17).
 - a) **Football Arena**
The football arena has remained locked out of use during the summer and it has been difficult to get action from the supplier. A site meeting has been held with ITSAGOAL (they also supplied the, corrected, fixed full-size panel) and they took video

recordings of the site. An estimate is awaited (will be circulated). Then the insurance company will be contacted with work that can be claimed and some other work may need parish council funding.

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, one further light is not working – fixing arranged with electrician BTD.

13. **Recreation Ground –**

a) The Bench has been moved – there were several emails raising concern from residents of Shellduck Close – to be monitored

b) Play Equipment – No outstanding issues reported.

14. **CCTV Repair/Upgrade**

The Brimp – faulty camera over courtyard, camera overlooking football arena recommended for upgrade.

Cross Park – Recorder has hard disk fault and needs to be replaced.

Estimates requested from Maze Security (No response), Aardvark Electronic Security and Knight Security Systems. (comparative camera and recorder costs available)

Recommend: Aardvark Electronic Security be asked to:

- 1) Install new (Hi-Def) recorder at The Brimp, replace football arena with hi-def, move old one to courtyard.
- 2) Install previous Brimp recorder at Cross Park
- 3) Service/Check both locations

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 (tba, Substitute Cllr. D Bennett)
- Village Hall (Cllr. Forrest)
- Cross Park Association (tba)
- 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)) – (Annual Inspection complete and repairs complete).
- 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)

Allhallows Village Hall Revenue Support

Recommended that the parish council offer a grant of £2,500 per annum. Land management/Grass cutting and buildings insurance to be funded by parish council as now, but grants for hall use would be the responsibility of the village hall committee. The amount for 2017/2018 would be £2,500 -grant to guides/brownies/rainbows £777 = £1,723. This will not prevent the village hall committee requesting 'capital works' grants in the future (to be decide on merit).

Cross Park Association (CPA)

Recommended that the parish council offer a grant of £2,500 per annum. Land management/Grass cutting and buildings insurance to be funded by parish council as now. A figure for 2017/2018 to be calculated when the transfer of responsibilities has been finalised (when charity status has been complete, business rates will be paid by CPA (80% discount)) and 2017/2018 payments reviewed. This will not prevent the village hall committee requesting 'capital works' grants in the future (to be decide on merit).

- 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) – this need to be re-arranged.

Street Cleaning Responsibilities/Cross Park Cleaner/Youth Worker

20. **Date of next meetings –**

Parish Council Meeting, Wednesday 11th October 2017 (2nd Wednesday) @ Cross Park Pavilion, 6:30pm

21. **Future agenda items**

Chris Fribbins, Clerk to the Council 7th September 2017