



## ALLHALLOWS PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 11<sup>th</sup> OCTOBER 2023

**Cross Park Pavilion @6:30pm**

**PRESENT:**

Cllr Chris Draper                      Chair

Cllr Karen Draper

Cllr Trevor Bowley

Cllr Linda Henderson

Cllr Sue Morrice

Cllr Jean Sheaves

Apologies: Mr Chris Fribbins                      Parish Clerk

Cllr Yvonne Forrest                      Vice Chair

Cllr Rachelle Freeguard

In attendance                      3

- 095            1    APOLOGIES FOR ABSENCE** Cllr Forrest (Family), Cllr Freeguard (Personal)
- 096            2    DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**  
**Declarations of Interest – None**  
**Audio Recording – Cllr Morrice – Audio recording for personal use**
- 097            3    TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 13<sup>th</sup> SEPTEMBER 2023** Proposed Cllr Morrice, Seconded Cllr Bowley as a correct record - All Agreed.
- 098            4    MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) – None**  
**SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):**  
 St Lukes – Cherry Tree still causing problems overhanging public highway. 60-64 Avery Way, issues with brambles/hedge. Although the tree in Shelduck Close, overhanging the alleyway off St Lukes has been cut back, there are still issues with the tree roots damaging the footway. The Christmas Tree at the Black Barn appears to have died (more info on Christmas Trees later).  
 There is an issue with brambles on the seawall Public Right of Way.  
 There has been a report of a person with lack of appropriate clothing on footpaths.  
 Fly-tipping of 32 x tyres had been reported but not cleared by Medway Council yet.  
 Medway Cllr Spalding updated the Parish Council on headlines of Medway Council activities. He reported that he had continued to press Hyde Housing regarding the tree at the bottom of Shelduck Close, MHS regarding trees overhanging Jutland Close from the active cemetery. He reported that there were no plans for further yellow lines in Allhallows at this time. He had held a meeting with the Rural Police Officer for All Saints and Hoo/High Halstow/Chattenden and one for Strood Rural wards with representatives of parish councils on the peninsula (2/10). The two officers will be working closely together and calling on wider Kent Police resources, as necessary. Parish representatives reported on their area's policing issues. Cllr Spalding will be liaising with them at the Medway Police station etc.
- 099            5    CLERK'S REPORT**  
 a) **RS12** – a further temporary closure of the northern leg of the path has been agreed by the Department of Transport (until February 2024) during construction of new van bases on their previous golf course and the public right of way crossed a road that would

be busy with construction vehicles. The construction had been delayed due to awaiting an archaeological report on the site (now received see Planning item). There have been meetings to check for a temporary diversion and signs have now been erected. The path will be restored after works complete or February, whichever comes first.

b) **Recreation Ground Lease – expired in July.** A site meeting had been held with a Medway officer and Norse and a large overhanging branch had been cut down and used to block the path through to the permissive path at that location. Medway Council had issued a lease for the Parish Council to lease the Recreation Ground. Two issues were identified – the lease was backdated to July and a fee of £400 for the council's legal costs in drawing up the lease was proposed. After discussion it was agreed to respond to Medway on these two issues and not accept the new lease at this time.

100 6 **GRANT REQUESTS – None**

101 7 **PLANNING**

a) **Planning Applications –**

**MC/23/0670** | Details pursuant to condition 6 (Archaeology) on planning permission MC/19/2202 for Reconfiguration of hardstanding bases and golf course to enable installation of 95 hardstanding bases (an uplift of 84 static caravans) with associated infrastructure (above and below ground), internal access road, pedestrian footpaths and landscaping | Allhallows Holiday Park Allhallows Caravan Park Allhallows Rochester Medway ME3 9QD (this is the report awaited before the works can be carried out on the old golf course.

b) **Medway Local Plan – Consultation (Regulation 18)** was now underway and responses to the consultation are required by 30<sup>th</sup> October. Some housing sites in Allhallows have been suggested by landowners/developers.

- a. Land between Brimp and Homewards Road
- b. Land down Binney Road/behind Stoke Road
- c. Land east of Recreation Ground Play Area
- d. A further extension to the Kingsmead Residential Chalet site, next to Cross Park.

None of these sites have been assessed yet. Some have indicative housing numbers and an indication of unspecified community facilities. A draft response will be drawn up by the clerk and distributed before submission.

102 8 **HIGHWAYS AND FOOTPATHS**

- a) **Footpath Officers Report –**Cllr Bowley has been unable to provide a report this month, but he has been aided by some residents with issues at Cross Park and beyond.
- b) **Verbal contributions –** Trees from the Woodland Trust are being delivered for Cross Park in November. Medway Norse have also promised some trees/bushes for the Recreation Ground, volunteers for planting will be required.

103 9 **LOCAL REPORT/ISSUES**

- a) **Countryside Contract –** Contractor had not provided an invoice for August and September, despite chasing, so had not be paid. They had been chased for incomplete highways works and Shelduck Woods clearance of the boundary strip.
- b) **Street Cleaning –** There was a report of rubbish being left outside Tattoo Parlour business in Avery Way before collection day and being spread around the site.
- c) **Active Cemetery –** Nothing to report, maintenance continues.
- d) **General Issues –** None

104 10 **CROSS PARK IMPROVEMENTS (including s106)**

a) **Update on works completed and outstanding.**

UKPN have visited the site and given a mid-November date for the electrical connection (awaited by Turners as the current cables from their barn are an obstruction to their works). Further works have been carried out to re-route the cable trunking to correct location on the pavilion wall. Further, minor, works have been requested by UKPN and will be carried out by Turner's contractors. An electrical supply will be ordered from British Gas (currently providing the gas).

Turner's will be changing the water supply pipework.

The Cold Store has been relocated to a final position, but keys and locks will need to be resolved.

b) **Extension/New Build**

A meeting with the Architect has been scheduled for 17/10 (18/10) to discuss final proposals for the extension.

105 11 **YOUTH CLUB REPORT**

a) **Youth Club Issues** – Community Pay-Back work continues on-site, with material costs repaid. Club re-opened in September. Session at Haven Kent Coast arranged for members to use the high-drop and climbing wall. A session has also been arranged with a third-party, on a no cost basis, to provide activities on a youth club night and may be extended, at cost, to once a month. Karate is looking to use the Brimp on two evenings a week and hire of the Brick Store continues. A skip has been provided to clear waste from the site.

b) **Extending Brick Store** – Nothing further currently. There may be opportunities for external funding for the Brimp/Brick Store from the Whoos Hoo Heritage Lottery Fund bid.

106 12 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

a) **ALLHALLOWS PACT** – Cllr Morrice /Freeguard– There was discussion about the lack of meetings and the future of the meeting. It was agreed that this should continue and Cllrs Sheave and Morrice will follow-up.

b) **KALC (Medway)** – Cllr Morrice/Freeguard – Nothing to report. (New secretary now in place and will be following up.

c) **Medway Council Rural Liaison** – Cllr Mrs Draper – Special meeting held for all Parish Councillors after the scheduled September meeting.

d) **Village Hall** – Cllr Forrest –A Macmillan fundraising event was held on Sunday 1<sup>st</sup> October (£660 raised). Old council records stored in Hall still to be investigated. There will be no Santa Sleigh this year, tea with Santa instead.

e) **Cross Park** – Cllr Freeguard – Café and inflatable pub continue, but need to be reviewed as attendance has dropped off and costs need to be contained. Options for waste disposal being investigated.

f) **Village Fete** – Cllr Forrest – Nothing further to report. Likely that 2024 activities will change from the fete.

g) **Friends of All Saint's Church** – Cllr Forrest – Nothing additional to report.

107 13 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

a) **Allotments** Cllr Forrest Nothing to report.

b) **Recreation Ground and Playpark** Cllr Morrice/Forrest – Nothing to report, no issues (see information about lease renewal above)

c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available. The Clerk and Cllr Freeguard met with Bourne Leisure. Meeting positive and they are willing to help the parish.

d) **Peninsula East Primary Academy School Liaison** Chair – (Cllr Freeguard) No meeting.

e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Liaison regarding implications of their development continue.

108 14 **FINANCIAL**

a) **Finance Monitoring Reports (to 30/9/23)** – Reports Noted. Bank Reconciliations signed.

b) **Issues Raised by External Audit**

The External Auditor's report was circulated. No issues were raised, and the

AGAR was displayed on the parish website and the noticeboards. The external audit report was noted.

- c) **Budget Strategy for 2024/2025** – Discussed and it likely that an increase will be required. Finance Committee will need to meet in November to discuss details and propose a draft budget at the December meeting and agreed, with the precept at the January meeting/

d) **Income**

Receipts September/October

**September**

Youth Club Tuck/Subs	£62.19
	£50.10
	£39.41
Bank Interest	£222.51

**October** (to date)

Youth Club Tuck/Subs	£25.00
	£60.00
Brick Store Hire	£50.00

**Transfer** Current A/C to Cashplus A/C (Youth Club) £100

e) **To make Note payments for October 2023.**

an issue was identified with the receipts and payments sheet for this month (missing salary details). Verbally reported those totals and agreed subject to re-issue after the meeting). There had been a bank issue this month with access to online banking blocked.

Proposed Cllr Morrice, Seconded Cllr Sheaves – All Agreed, subject to re-issue of sheet.

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	231001		
John Price Salary/less PAYE	231002		
Mick Smith Salary/less PAYE	231003		
Colin Davis Salary/Less PAYE	231004		
HMRC PAYE	231005	561.14	
NEST Employee/Employer Pension	231006	71.91	
EDF Energy Brimp Electricity DD	231007	137.00	6.52
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	231008	2,289.98	381.66
National Broadband Cross Park Broadband	231009	54.00	9.00
ASDA Stores CARDPLUS	230916	80.80	
TJF Property Services Active Cemetery C180	231010	160.00	
TJF Property Services Active Cemetery C181	231011	160.00	
MAZARS External Audit Fee	231012	504.00	84.00
Chris Fribbins Blakes CP Keys	231013	126.00	27.00
Kent Wildlife Trust Subscription	231014	60.00	
Chris Fribbins ARGOS Printer/Hoover	231015	331.99	55.33
British Gas New Electricity Supply	231016	132.00	22.00
Medway Skips Brimp Skip	231017	312.00	52.00
Chris Fribbins British Legion Poppy Appeal	231018	100.00	
D/D Debit Card/Already Paid			

**The exclusion of press and public to discuss personal staff and contract issues**

Proposed Cllr Mrs Draper, Seconded Cllr Forrest – **ALL AGREED.**

**STAFFING ISSUES**

No issues raised.

**110 16 DATE AND TIME OF NEXT MEETING**

The next meeting will be the November Meeting of the Council Wednesday 8<sup>th</sup> November 2023 (Cross Park Pavilion 6:30pm).

**111 17 FUTURE AGENDA ITEMS**

At 21:09 The Chair closed the meeting.

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