

**ALLHALLOWS PARISH COUNCIL****MINUTES OF THE MEETING HELD ON WEDNESDAY 16 NOVEMBER 2011 AT ALLHALLOWS VILLAGE HALL, STOKE ROAD, ALLHALLOWS AT 7.15 pm**

<b>PRESENT:</b>	Cllr Mark Skudder	Chairman	Except items 7a, 9b(ii)
	Cllr John Lambourne	Vice-chairman	In the chair items 7a, 9b(ii)
	Cllr Mrs Yvonne Forrest		
	Cllr John Luck		
	Cllr Alan Marsh		
	Cllr Mrs Wendy Myers		
	Cllr Mrs Noleen Skudder		Except item 9b(ii)
	Mrs Roxana Brammer	Acting Clerk	

In attendance 13 members of the public

**Item no** *Action point*  
Minute no 2011/12/

**1 APOLOGIES**

459 An apology for absence was received from

Cllr Mrs Pauline Martin indisposed

It was proposed by Cllr Marsh, seconded by Cllr Mrs Skudder and carried unanimously that this apology be accepted by the Council. Apologies for absence were also received from Cllrs Phil Filmer, Chris Irvine and Tony Watson, Medway Council.

**2 CODE OF CONDUCT****460 a Declarations of Interest and Alterations to the Register**

Cllr Skudder declared a personal and prejudicial interest in item 7a, grant to the Parochial Church Council, as a member of the Parochial Church Council. Cllr Mrs Forrest declared a personal interest in item 9a, Allhallows Little Explorers, as the Council's nominee. Cllrs Skudder and Mrs Skudder declared personal interests, as members of the management committee and Cllrs Lambourne and Mrs Myers declared personal interests as helpers, in item 9b, Youth Club. Cllrs Skudder and Mrs Skudder declared personal and prejudicial interests in item 9b(ii) as members of the management committee. Cllr Luck declared a personal interest in item 10f Cross Park as he cut the grass and a prejudicial interest should the grass cutting be discussed.

**461 b Standards Committee**

Cllr Marsh said there had been no meeting.

**3 MINUTES OF THE MEETING HELD ON 19 OCTOBER 2011**

462 It was proposed by Cllr Marsh, seconded by Cllr Mrs Myers and agreed the minutes of the meeting held on 19 October 2011 be signed as a true record, with the following amendments:

C/10/11/10a minute 428: delete “This would be....morning” and add “It was removed by Mr Apostel who was thanked by the Chairman”.

C/10/11/10b minute 430: First sentence to read “Cllr Mrs Skudder reported that the Chairman of the Village Hall Committee had contacted her about a power surge that had caused problems... “

C/10/11/10d minute 432: Minute to read “Cllr Skudder said he had seen Mr Wallace and had chased him for the information required”

C/10/11/12 minute 434: substitute “inside” for “outside”.

C/10/11/10g(ii) minute 436: Final sentence: delete “offered to put this” and substitute “no objection to this being put”.

C/10/11/12 minute 441: Substitute “Bradford” for “Ashworth”

C/10/11/23b minute 455: final sentence, substitute “next” for “nest”.

#### **4 MATTERS ARISING**

463 No matters were raised.

### **PUBLIC SESSION**

The Chairman suspended the meeting for the public session.

Mr Harwood said that he had exercised his elector’s right to view the books and accounts for the previous financial year and queried why a generator had been purchased. The Chairman replied that a generator had been borrowed from a local business for use by the builder working on the Cross Park Pavilion and that this had been stolen from the site. The generator had been replaced following an insurance claim.

The Chairman thanked members of the public and re-convened the meeting.

#### **5 PLANNING**

##### **464 a Terms of Reference**

The Finance Committee had recommended alteration of the Terms of Reference of all committees to increase membership by one councillor. It was proposed by Cllr Marsh, seconded by Cllr Mrs Skudder, and agreed the alteration to the Terms of Reference of the Planning Committee be made. It was proposed by Cllr Mrs Myers, seconded by Cllr Marsh and agreed Cllr Mrs Skudder be co-opted to the committee.

##### **465 b Extension of Time for Bourne Leisure Planning Applications**

It was noted it had not been possible to obtain an extension of time for applications MC/11/2330 and MC/11/2333 and the draft responses as agreed at the meeting held on 19 October had been sent.

#### **A Applications**

466 **i MC/11/2594:** 10 St David’s Road: Replace existing garage door with a block work cavity wall faced with hanging tiles, with a flat window with openers to create a habitable room

It was proposed by Cllr Mrs Skudder and seconded by Cllr Mrs Myers that there was no objection. This was carried by 6 for, none against and 1 abstention

467 **ii MC/11/2595:** Allhallows Leisure Park: Retrospective application for installation of club house (twin unit caravan) with decking and access ramp, paved approach areas, access

road, car park, implement store and amenity land in connection with club house.

The Chairman suspended the meeting to allow councillors and members of the public to view the plans and contribute to the debate.

Comments made included:

The site as shown on the drawings went onto the beach.

The site was internationally recognised and EU law had to be followed.

The public footpath should be better defined.

The Chairman thanked members of the public and re-convened the meeting.

After further discussion, it was proposed by Cllr Skudder, seconded by Cllr Marsh and agreed a response be made as follows:

Allhallows Parish Council objects to this application on ecological grounds. A club house and ancillary works were not part of the original application for a golf course. Subsequently the club house etc was constructed contrary to planning law and therefore without due regard to the status of the site and the subsequent affect on the site.

The site is part of a site of SSSI and the Government under European law has a duty to protect such sites. Apart from other reasons for the SSSI designation, specifically there is a colony of water voles which are a species under threat. The existence of the club house etc may already have affected this population.

The golf course is for the use of clients of Allhallows Leisure Park and club house facilities can be accommodated in the main buildings.

The Parish Council would like to point out that the “boundary” of the site as shown on the drawings appears to extend out onto the beach. This comment has already been made on other recent planning applications for Allhallows Leisure Park and the Parish Council requests the local planning authority to address the accuracy of the drawings.

Cllr Skudder said that he was hoping to meet the planning case officer to discuss the planning history

468 **b Decisions**

None notified.

**C Appeals and Other Matters**

469 **i Tasty Bites, Avery Way**

Nothing further had been heard from enforcement about the illuminated sign.

470 **ii ENF/11/0447: parking in front garden of a property in Binney Road**

This was going through the enforcement process.

471 **iii Planning Issues**

Cllr Skudder said he was expecting to meet Chris Butler, a principal planning officer with Medway Council, to discuss various planning issues, including the planning

history of Allhallows Leisure Park.

472 **d Licensing Applications**

None.

**6 FINANCE**

473 **a Terms of Reference**

The Finance Committee had recommended alteration of the Terms of Reference of all committees to increase membership by one councillor. It was proposed by Cllr Marsh, seconded by Cllr Mrs Skudder and agreed the alteration be made. It was proposed by Cllr Mrs Skudder, seconded by Cllr Lambourne and agreed Cllr Mrs Myers be co-opted to the committee.

475 **b Bank Balances**

The bank balances as listed on Appendix B were noted.

475 **c Cheques signed since Last Meeting**

None.

476 **d Accounts for Payment**

It was proposed by Cllr Mrs Skudder, seconded by Cllr Mrs Myers and agreed that the accounts for payment as listed on Appendix B be approved (cheques 103052 – 103060, together with £35.98, BT Payment Services (cheque 103061) and £336, Medway Insulation Services (103062).

**e Telephone Line**

477 i. Bill Payment. Cllr Lambourne proposed the Council continue to pay bills until the line is disconnected and to pay bills between meetings if necessary. This was seconded by Cllr Marsh and agreed.

478 ii. Disconnection Charge. Cllr Lambourne proposed that any disconnection charge be paid. This was seconded by Cllr Marsh and agreed.

479 iii. Disconnection. Cllr Lambourne proposed that should the line not be disconnected by the end of November, the Council's solicitor be instructed to pursue the matter. This was seconded by Cllr Mrs Myers and agreed.

480 **f Internal Auditor**

Cllr Skudder proposed that a thank you gift be purchased for the internal auditor up to a value of £45. This was seconded by Cllr Lambourne and agreed.

481 **g KALC Training**

Councillors were reminded that 2 places on KALC course were already paid for and they should contact the Clerk if any courses were of interest.

482 **h Finance Committee**

The draft minutes of the meeting of the Finance Committee held on 31 October were received.

7 **GRANT APPLICATIONS**483 **a Parochial Church Council – deferred from last meeting**

Having declared a personal and prejudicial interest, Cllr Skudder left the room and Cllr Lambourne took the chair.

Some information had been provided by the PCC on the cost of maintaining the churchyard but it was considered insufficient to make a decision and it was proposed by Cllr Mrs Skudder, seconded by Cllr Mrs Myers and agreed to defer the item to the January meeting.

Cllr Skudder returned to the meeting and resumed the chair.

8 **PERSONNEL COMMITTEE**484 **a Terms of Reference**

The Finance Committee had recommended alteration of the Terms of Reference of all committees to increase membership by one councillor. It was proposed by Cllr Marsh, seconded by Cllr Mrs Skudder and agreed the alteration be made. It was proposed by Cllr Lambourne, seconded by Cllr Mrs Skudder and agreed Cllr Mrs Myers be co-opted to the committee.

485 **b Draft Minutes of the Meeting held on 31 October 2011**

Received.

9 **YOUTH**486 **a Allhallows Little Explorers**

Cllr Mrs Forrest said the shed would shortly be be purchased and the sessions were going well.

**b Youth Club**

487 i. General matters. Cllr Mrs Skudder reported the Club was running as usual.

488 ii. Christmas Art and Craft Workshop. Having declared personal and prejudicial interests, Cllrs Skudder and Mrs Skudder left the room and Cllr Lambourne took the chair. The Youth Club had asked permission to run an all-day workshop on 19<sup>th</sup> December. It was proposed by Cllr Marsh, seconded by Cllr Mrs Myers and agreed permission be given.

Cllrs Skudder and Mrs Skudder returned to the meeting and Cllr Skudder resumed the chair.

**10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY****a Caretaking**

- 489 i. General Matters. Nothing to report.  
 490 ii. Street Cleaning. The Clerk had arranged a meeting with officers of Medway Council and hoped to have the figures and other details for the Council to take a decision at the next meeting.  
 iii.

**491 b Village Hall**

Cllr Skudder reported that the Committee was working hard too raise funds and to put on events. The power surge reported at the last meeting was discussed. Cllr Mrs Forrest thought she might have a letter and said that the Hall Treasurer would have the account number.

**492 c Recreation Ground and Playpark**

- i. General Matters. Cllr Mrs Skudder said she would chase Heather Moore of Medway Council about the zip wire. *NS*

**493 d All Saints Allotments**

Cllr Skudder said he would remind Mr Wallace about the information required. *MS*

**494 e Woodland, Avery Way**

Nothing to report.

**f Cross Park**

- 495 i. General matters. Cllr Mrs Skudder referred to the two trees that were part of the award for Kent Village of the Year. She proposed that they be planted on Cross Park. This was seconded by Cllr Mrs Myers and agreed. The Cross Park Association would be asked to arrange selection and planting. She reported that a boxing club was interested in using the pavilion for training. Cllr Skudder said that the working party had met. Risk assessments were now in place and the insurance was now resolved.

- 496 ii. Access to the Pavilion. It was proposed by Cllr Skudder, seconded by Cllr Mrs Myers and agreed the Cross Park Association could go into the building to complete the works. Cllr Skudder proposed that once the building assessments had been done, the Cross Park Association could recommence holding their meetings in the Pavilion. This was seconded by Cllr Marsh and agreed. Cllr Skudder referred to his meeting with the planning officer and would ask if it would be possible to use the building before the car park was constructed. The Clerk was asked to arrange the premises licence and any other licences that would be required.

**g The Brimp**

- 497 i. General Matters. Cllr Mrs Skudder said she had met the community warden, who would be able to involve the community payback team win maintenance and they would also be able to clear up Cross park.  
 498 ii. Social Club. Cllr Mrs Skudder reported numbers had increased.  
 499 iii. Football arena. Cllr Skudder reported the dispute with the supplier of the tiles was still ongoing.

- 500 iv. Brick building. The Scouts would be approached to clear out the brick building  
to enable the Council to use it for storage
- 501 v. Scouts. The Scouts' licence had expired. It had been agreed by the District  
Commissioner that the Brimp was not suitable and that the Scouts were happy to  
continue to use alternative premises until Cross Park Pavilion was available.

502 **h Noticeboards**

Cllr Skudder still had to fix acrylic sheet to the other board.

**11 "NO BALL GAMES" SIGNS**

503 It was agreed to defer this item to the next or a subsequent meeting.

**12 COMMUNITY ACTIVITIES**

504 **a Project Morning**

Cllr Mrs Skudder said help had been given by the community warden and his team. The team leader had asked for photographs of the event. The next morning would be on Saturday 10<sup>th</sup> December, meeting at 8.30 am.

505 **b Councillors' Surgery**

Cllr Skudder reported that the British Pilot had asked for a highway sign.

506 **c History Club**

Cllr Mrs Skudder reported that 11 people had attended a meeting and they would be meeting again in January. They would like to hold an exhibition in the church in June for the Diamond Jubilee, with refreshments in the hall. Cllr Mrs Skudder proposed that a grant of £150 be made towards the event. This was seconded by Cllr Mrs Myers and agreed.

**13 BOURNE LEISURE**

507 Cllr Skudder reported that the current issues were with demolition dates. The manager had assured him that no demolition would start before 1<sup>st</sup> December. Bourne Leisure were providing a football trainer for use of the football arena on Monday evenings at no charge.

**14 MATTHEW HOMES**

508 Cllr Skudder reported he had now been in touch with Matthew Homes and with Enforcement. The enforcement officer had said it was not high priority. The managing director of Matthew Homes had said quotations were being sought for the fence.

**15 HIGHWAYS AND TRANSPORT**

509 **a Bus Services**

Cllr Marsh reported that there had been a 20% reduction in the concessionary fare and Government grant since April 2011. Operators were required to invest 20% of their income in replacing vehicles so that their fleet complied with the Disability discrimination Act. He would rather have a step-on bus than no bus at all.

**16 RURAL LIAISON COMMITTEE****510 a Representative's Report**

Cllr Marsh reported on the last meeting. Speakers had been John Keeley of Hundred of Hoo School and Stephen Neale of Land Securities on the Lodge Hill development.

**511 b Rural Liaison Grant Projects**

i. Fence at St David's Road. In response to a question from Cllr Mrs Forrest, Cllr Skudder said it would be necessary to undertake some consultation, which Cllr Mrs Forrest agreed to do.

**17 KALC MEDWAY AREA COMMITTEE****512 a Representative's Report**

Cllr Skudder said neither representative had been able to attend the last meeting.

**18 POLICE LIAISON****513 a Representative's Report**

Cllr Luck said that the speaker at the last meeting had been Johnny Robinson, the community Warden. The shift hours had been extended until 10 pm. The police and PCSOs were doing shifts from 7 am to 3 am. The new non-urgent police number was 101. There were no longer any local numbers.

**19 COMMUNICATIONS****a Allhallows Life**

514 i. Editor's Report. Cllr Mrs Skudder she had received positive. 10 entries had been received for the poster competition. She asked that charges be placed on the agenda for the December meeting.

515 ii. Printing company. Quotations had been received from both alternative and the current printers. Cllr Mrs Skudder proposed that a 3 month trial be given to the cheapest, but subject to the comments of St Mary Hoo Parish Council. This was seconded by Cllr Mrs Forrest. Cllr Skudder proposed an amendment that one month's trial be given. This was seconded by Cllr Marsh and agreed.

516 iii. Delivery. Cllr Marsh proposed that the Caretaker's hours be increased by 2 per month to allow for delivery to Seafront. This was seconded by Cllr Skudder and agreed.

**517 b Website**

Nothing to report.

**20 SCHOOL LIAISON**

518 The Clerk said that when she had been Clerk to the Council up to 2007, she had regularly been in touch with the Headteacher and Business Manager, which had been helpful. Cllr Skudder asked all councillors to think about it. Cllr Marsh said he had seen the Headteacher at the remembrance service and she now understood the position about bookings and had no objection for the future.



**21 WORK PROGRAMME**

519 Cllr Skudder had no update to report.

**22 CONSULTATION**

520 No documents received.

**23 CORRESPONDENCE**

521 None.

**24 REPORTS AND CIRCULARS**

522 None received.

**25 ANY OTHER BUSINESS**

523 No matters were raised.

**CONFIDENTIAL SECTION**

**26 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC**

524 It was proposed by Cllr Mrs Skudder, seconded by Cllr Mrs Myers and agreed the press and public be excluded form the following item on the grounds it concerned a named former member of staff.

**27 APPEAL AGAINST DISMISSAL**

525 In Cllr Mrs Martin's absence there was no report but it was understood that the scheduled appeal hearing had not taken place and that a new date was being sought..

The Chairman closed the meeting at 10.30 pm.

Signed .....Chairman

On the .....day of .....2011