



## ALLHALLOWS PARISH COUNCIL

### MINUTES OF THE PARISHCOUNCIL MEETING HELD ON WEDNESDAY 9<sup>th</sup> JULY 2025

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

**PRESENT:**

Cllr Chris Draper	Chair
Cllr Yvonne Forrest	Vice-Chair
Cllr Karen Draper	
Cllr Sue Morrice	
Cllr Trevor Bowley	
Cllr Kim Wood	
Mr Chris Fribbins	Parish Clerk
Cllrs Jean Sheaves	
8 + Medway Cllr Spalding	

Apologies:  
In attendance

- 224      1      APOLOGIES FOR ABSENCE** Cllr Jean Sheaves, Family Proposed to Accept Apologies Cllr Forrest, Seconded Cllr Draper **ALL AGREED**
- 225      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
- 226      3      TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 11<sup>th</sup> June 2025** Proposed Cllr Forrest, Seconded Cllr Wood as a correct record – **ALL AGREED**. Minutes of Extraordinary Parish Council Meeting 20<sup>th</sup> June 2025, proposed Cllr Forrest, Seconded Cllr Wood as a correct record - **ALL AGREED**.
- 227      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):**  
 Medway Cllr Spalding reported on issues he has been dealing with regarding the Village Hall. He will be reviewing the constitution and looking for it to be updated at a formal Village Hall Meeting of residents (to be held on the basis of the current constitution 22/10/25).  
 He had met the Haven manager with Cllr Draper to discuss issues with traffic generation and road safety regarding the impacts the site is having on the village. Delivery of 35 new caravans was planned (with related removals), residents supported his concerns.
- 228      5      CLERK'S REPORT –**  
 a) Notice of Cllr Vacancy expires today, official notification expected 10<sup>th</sup> July when the Parish Council will be able to co-opt. Notice for potential candidates to be published online.  
 b) The Village Hall committee have requested the budgeted annual revenue grant. They as Cross Park Association are being requested to complete a Grant Request form for consideration by the parish council.  
 c) A letter will be sent to the Allhallows Village Hall Committee regarding constitutional concerns.
- 229      6      GRANT REQUESTS – None**
- 230      7      PLANNING**

- a) **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 Local Authority be approached.
- b) **Draft Medway Local Plan 2041** – Draft plan agreed by Medway Council and a six-week consultation had commenced. A meeting of the council with Local Plan officers of Medway Council has been planned for Cross Park Monday 4<sup>th</sup> August 19.00 has been organised.
- c) There was no further information from Catesby regarding the Binney Road/Stoke Road 350 home site. The site has not been included in the Medway Local Plan. There is a remote possibility that a planning application may still be submitted as a 'windfall' site (although normally used for smaller sites – the reason it has not been included in the Local Plan will provide strong reasons for opposition to the site being developed. Cllr Forrest had submitted a Freedom of Information request to Southern Water regarding current and future water/sewage capacity, but it had been rejected as no planning application has been submitted to date.

231

## 8 HIGHWAYS AND FOOTPATHS

- a) **Footpath Officers Report** – Cllr Bowley and Mr Don Baulk Reports received. There were concerns regarding Avery Woods work carried out by Church Commissioners and how the site was left. The parish council have received a letter from the Church Commissioners that forbid the parish council from carrying out any works in the woods. The issue with the Highways land through the site will need to be investigated.
- b) **Verbal contributions** – Broken traffic mirror at Avery Way/Ratcliffe Highway/Stoke Road junction, There are safety implications related to using these – dazzling vehicle drivers. Medway Cllr Spalding has agreed to fund.  
4 street lights are broken in Avery Way (appears to be vandalism), to be reported and followed-up.  
The stile, broken by cattle, has been reported to the Rights of Way Officer at Medway, she reported that this was the responsibility of the land owner – to be followed up.

232

## 9 LOCAL REPORT/ISSUES

- a) **Countryside Contract** – Shelduck Woods fencing is in poor condition and will be reported. Medway Cllr Spalding to progress.
- b) **Street Cleaning** – Staffing issue to be discussed in confidential.
- c) **Active Cemetery** – Nothing to report, maintenance continues.
- d) **General Issues** – Nothing reported.

233

## 10 CROSS PARK IMPROVEMENTS (including s106)

### Update on works completed and outstanding.

- a) A further Trustee meeting will be planned.
- b) Cross Park events planned (24/8 Car Show, 5/7 Festival One) – Festival One donated £450 to the Cross Park Association from the event.
- c) SSE grant supplication has been raised by Cross Park Association for an Extractor Fan and oven in the kitchen.
- d) The s106 grant appears to be in jeopardy as the site will not be completed to the full extent specified in the planning application. The Clerk will follow-up with the Medway s106 team (some advance had been received to complete the supporting levels of the Cross Park Car Park).

234

## 11 YOUTH CLUB REPORT

- a) **Youth Club Issues** – Numbers had increased. Some additional adult volunteer help has come forward. End of term party being planned.
- b) **Extending Brick Store** – Work has commenced on the extension, but some issues being experienced with excessive/costly requirements raised by Development Control (Wilkinsons) – Chair will follow-up.

- c) **Brimp Site Usage** – Karate operating on Wednesdays, Football training for youths on Monday, Youth Club Tuesday, and Allhallows Scouts now active (initially Squirrels/Beavers/Cubs). Brick Store usage continues for film making. Scouts have paid the rental charge. Further usage has been invoiced (£500 to end of April), payment awaited.

- d) The scouts have added a storage container for their use.

235

12

## **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **KALC (Medway)** – Next meeting 30/7/25.
- b) **Medway Council Rural Liaison** – A special meeting was held on the Medway Local Plan 2041.
- c) **Village Hall** – Cllr Forrest – A general meeting is to be arranged (22/10/25). The Nursery has terminated their use of the Village Hall due to ongoing issues. New trustees have joined the committee on an ‘acting basis’ until a meeting can be organised to consider their membership. (request for release of grant reported earlier).
- d) **Cross Park** – Cllr Bowley/Forrest – Further meeting to be scheduled.
- e) **Friends of All Saint’s Church** – Cllr Forrest – regular events scheduled (community café, Applause theatre).
- f) **Slough Fort** – Season open for visitors to the site.

236

13

## **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** Cllr Forrest Nothing to report.
- b) **Recreation Ground and Playpark** Cllr Morrice/Bowley – Annual Play Equipment inspection. Some repairs were carried out by Colin Davis. Grass/Algae collecting around equipment and on matting needs action.
- c) **Bourne Leisure Liaison** Cllr C Draper – the Chair met with the site manager and Medway Cllr Spaldng. A letter of concern had been sent to Medway senior councillors and the Highways Department. Interest in arranging a meeting with Medway Council Leader Vince Maple and responsible Cabinet Cllr Simon Curry (meeting to be arranged).
- d) **Peninsula East Primary Academy School Liaison** – Liaison continues.
- e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Liaison to continue with new contacts – meeting not yet arranged.– S106 contributions to the Cross Park improvements are dependent on occupation of the site.

237

14

## **FINANCIAL/POLICY**

- a) **Finance Monitoring Reports** –Bank balances 31/05/25. **Agreed to note**, bank reconciliations signed by the meeting Chair.

### **b) Income/Receipts**

#### **June**

YC Tuck Subs	£80.00
YC Tuck Subs	£70.00
C Fribbins Vodafone refund May	£60.72
RIAB refund CF	£90.00
Cool-Tech Refund	£444.00
Karate Hire	£125.00
Brick Store Hire	£50.00
Bank Interest	£298.36
Medway Street Cleaning Fee	£21,011.97
Base Rate to Current Transfer	£10,000.00

#### **July**

YC Tuck Subs	£60.00
YC Tuck Subs	£60.00
YC Tuck Subs	£75.00

YC Tuck Subs	£80.00
Karate Brimp Hire	£175.00
C Fribbins Vodafone refund June	£60.72
Brick Store Hire	£50.00
Scouts Brimp Hire	£500.00
Norse Medway Countryside Contract	£28,862.08

c) **To make/note payments for July 2025.**

Proposed Cllr Forrest, Seconded Cllr Morrice – All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution

250701

John Price Salary/less PAYE 250702

Mick Smith Salary/less PAYE 250703

Colin Davis Salary/Less PAYE 250704

HMRC PAYE 250705 725.20

NEST Employee/Employer Pension 250706 79.06

EDF Energy Brimp Electricity Bill DD 250707 196.01 9.33

M&L Contracting Countryside Contract 1,591.66

M&L Contracting Cross Park 316.66

M&L Total Payment 250708 2,289.98 381.66

National Broadband Cross Park 250709 54.00 9.00

IRIS Staffology Payroll Software DD 250710 19.20 3.20

IRIS Staffology Payroll Software dd 250711 12.00 2.00

TJF Property Servs Active Cemetery C220 250712 160.00

TJF Property Servs Active Cemetery C2210 250713 160.00

Vodafone Brimp Wi-Fi (net £38) 250714 98.72 16.45

Karen Draper Brian Foster Community Payback 250715 165.54

KALC Annual Subscription 250716 545.93 90.99

Lionel Robbins Internal Audit 250717 140.00

Yvonne Forrest Padlock/Litter Picker 250718 62.30

Cube Heating Cross Park Boiler Fix 250719 850.00

Community Sports Academy\* YC 250720 60.00

**Already Paid**

RM Shutters CP Shutter Fix 250650 180.00

JustBinBags Street Cleaner/Brimp Bin Bags 250651 88.82 12.20

Argos Cross Park Oven 250552 465.00 77.50

ICO Annual Data Protection Fee 250721 52.00

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

238

15

**STAFFING ISSUES –**

John Price has indicated he will be leaving at the end of July, three candidates for his replacement have applied and will be interviewed.

239

16

**QUOTES**

**To receive and review quotes for Cross Park CCTV and Car Park Lighting**

There was extensive discussion on the quotes received

CCTV – Three quotes received, Proposed Cllr Draper, Seconded Cllr Wood that the quote from ASTRA be accepted – All Agreed

Car Park Lighting – Three quotes received – Proposed Cllr Draper, Seconded Cllr Morrice that the quote from NCS be accepted – All Agreed.

Cllr Forrest will investigate the provision of 2 x Ash Trays for external walls of Cross Park.

Cllrs to meet informally 10<sup>th</sup> July to agree Cross Park items:

- Hand dryers

- Signs
- Poo Bins/Rubbish Bins for various locations.

**17 DATE AND TIME OF NEXT MEETING**

The next meeting will be the August Parish Council Meeting on Wednesday 13<sup>th</sup> August 2025 (Cross Park Pavilion 6:30pm).

**240**

**18 FUTURE AGENDA ITEMS**

None, at 22:12 The Chair closed the meeting.

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