

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 Tuesday 10th May 2016 (following the Annual Meeting of the Parish Council and not before 7.00pm).

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 April 2016**
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).***
6. **Clerk's Report**
 - Update on issues and actions since Council meeting 12th April 2016
 - Correspondence
 - Steps at Cross Park – Report on companies contacted and quotes received. If approved, suggest payment from £1,500 received from Cllr. Filmer for Cross Park improvements and Rural Liaison Grant. Five additional companies were contacted and only one replied – details will be circulated of the quotes/estimates received.
7. **2015/2016 Annual Return**

To agree Annual Return for submission to Internal Auditor (Pauline Bowdery)

Section 1 – Annual Governance Statement

Section 2 – Accounting Statements for 2015/2016

Access for the public will follow the June Parish Council meeting when the internal auditors report has been received (30 days which must include the first 10 working days of July) – unless delegation to RFO confirmed to submit and advertise on receipt of internal auditor report.
8. **Grant Requests –**

Allhallows Village Hall (£1,000 towards £1,800 cost of treating flooring of main hall)- one further quote received (£2,330.40-no VAT), another company was approached but did not respond. Suggest use of Rural Liaison Grant.
9. **Planning**

Report of any Planning Issues and Planning Applications received.
10. **Highways and Footpaths**
 - Footpath Officers Report – next report June
 - Verbal contributions from Councillors
11. **Contributions from Representatives (2016/2016) on external bodies**
 - KALC Medway Area (Cllrs Forrest and Huntley-Chipper)
 - Rural Liaison (Cllr. Marsh)
 - Police Liaison (Cllr. Luck, Substitute Cllr. Bennett)
 - Village Hall (Cllr. Marsh)
 - Cross Park Association (Cllr. Luck)
 - Friends of All Saints Church (Cllr. Marsh)
12. **Management of Council's Land and Property**

Meetings with relevant committees to be arranged

 - Cross Park – Changing Rooms, Further Developments
 - The Brimp – Maintenance and future use of the site

- Village Hall - Maintenance and Future use
13. **Financial**
- Finance Monitoring
 - Note changes to Financial Regulations in support of legislation changes for the tender of contracts over £25,000 and online banking (based on NALC Model Financial Regulations January 2016)
 - To make payments – online payment and cheque list attached for councillors (final version at meeting)
- Nb. If personal payments **need** to be discussed the Press and Public will need to be excluded)
14. **Staffing Issues**
- Nb. If personal issues **need** to be discussed the Press and Public will need to be excluded)
- Allhallows Village Hall (Cleaning)
 - Cross Park Pavilion (Cleaning)
 - The Brimp (Cleaning)
 - Caretaker/Street Cleaning
15. **Date of next meetings –**
Parish Council Meeting, Tuesday 14th June 2016 (2nd Tuesday) @ Cross Park Pavilion, 6:30pm
16. **Future agenda items**

Chris Fribbins, Clerk to the Council
2nd May 2016