



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 11th July 2018 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 and notification of audio recording or filming
3. To receive and sign the minutes of the Parish Council meeting 13th June 2018
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 (not elsewhere on the agenda)**
Update on issues and actions since Council meeting 13th June 2018.
 - Any other items to report that do not appear elsewhere on the Agenda
 - Kerb/footpath weeds /grass cutting – with dry and hot weather there has been a reduction in growth and fortnightly grass cutting is underway at the recreation ground. The importance of the street cleaners clearing the paths and gutters of any growth has been reinforced.
7. **Centenary of the end of WW1**
Cllr Forrest has requested an agenda item to discuss Poppies.
8. **Allhallows Village Hall**
 - a) The Allhallows Village Hall Committee has asked for the council to discuss the plastic caretaker's shed in the VH Car Park. It is rarely used by the caretakers, although it does hold some equipment including the barrow and a petrol driven 'poop sucker'.
 - b) The parish council electrician has been contacted by the village hall committee about emergency lighting and fire alarm systems. He provided a quote, but the committee felt they did not need the work. As owners of the site (and buildings insurer) it is being reported to the council as he felt it was short of emergency lighting if the building electricity supply failed (in an emergency or otherwise) and smoke detectors for a hall of that size and other rooms. **Suggest a safety review be commissioned to validate the hall committee's view.**
9. **Grant Requests for consideration**
 - i) None
10. **Planning**
 - a) **Medway Local Plan –**
Response submitted, next stage will be Draft Local Plan for consultation at the end of 2018. The Clerk has also attended an Environmental Issues Session and has been talking to Network Rail and Medway Council regarding the peninsula railway (with his Railfuture (Kent) responsibilities)
 - b) **Allhallows Plans for comment –**
MC/18/1646 132 Avery Way Allhallows Rochester Medway ME3 9PX
Application for a Lawful Development Certificate (proposed) for construction of a single storey rear extension (demolition of existing conservatory) – no consultation, although if the council feel there are grounds for not granting a Lawful Development Certificate they could comment.
MC/18/0288 Allhallows Golf Course Avery Way Allhallows Rochester ME3 9QJ
Change of use of land for siting of 81 park homes for the purpose of permanent residential accommodation by persons over 50 years old and associated amenity space and allotments, permissive footpath, new pond and alterations to existing pond
Planning comments have been submitted, indicating the ownership of the access road and concerns with the development while recognising the benefits that the s106 contribution to the parish council could have for the village residents. **There have been two letters of objection from residents since the meeting and Turners Agent have notified the parish council via a formal notice (Article 13) that they do not own all of the land involved in their application and acknowledging parish council ownership of 2/3 of the access road. They have also acknowledged the need to discuss and agree any use of the parish council land and access during and construction and activities and subsequent use by the residential park before any development, if planning permission is granted– but reminding the council that they do have access (for any purpose) over that land.**
11. **Highways and Footpaths**

- a) Potential Parking Restrictions (The responsible Medway Officer has now left the authority)
- b) Footpath Officers Report – Cllr Bowley.
 - a. Stile replacement still required (accessibility for people with limited mobility. There are now two projects potentially active in the area – The Coastal Path Project (Grain to Woolwich) and the Thames Path to Allhallows, which are likely sources of funding. Medway Council are also carrying out a Rights of Way Improvements Review and some rights of way improvements are proposed in the Heritage Lotter Fund bid – Whose Hoo (The Clerk has been involved in this work on behalf of parish councils in the area).
- c) Verbal contributions from Councillors

12. **Cross Park Issues**

a) Governance

The proposed license has been distributed to all councillors for approval and signing and then it will be signed by the Cross Park Association. As this is part-year the annual revenue support grant should be pro-rata and the CPA should apply to Medway Council for the mandatory reduction in Business Rates (80%) from the start of the license.

b) Building/Land Issues

The monthly report from Trevor Bowley has been circulated.

i) Turner's Proposed s106 Agreement (Permissive Footpath/Sport/Community Facilities)

- A planning application has now been submitted including the s106 proposals for Cross Park facilities (they have suggested Tennis facilities OR Bowling green as an option. MC/18/0288) – waiting for a decision from Medway Council.

ii) Temporary Changing Rooms

(a Cross Park Association Project/Cross Park FC). There has been no further progress on the connection of services (quotes to be sought) – a quote has been received for the connection of services. NO PROGRESS

iii) Pavilion

- Further electrical works have been requested and have been carried out by the electrician. Additional emergency lighting in the Hall/Kitchen.
- An electrical inspection faults (non-critical) investigation is outstanding and will be scheduled soon. The emergency lights and fire alarms have been checked.
- Approval granted in May for putting all three door shutters on same switch so that they raise when entering the building work now complete.
- A report of a blocked gutter has been investigated by Cllr Bowley and Colyn Property Services – the gutter and downpipes have been cleared but there is still an obstruction in the drain (and a 90 degree bend). Further work is required – ranging from being able to clear the obstruction to digging up the ground to access it.

13. **Youth Club/Youth**

a) Youth Club

Meetings with Medway Youth, Our youth worker and volunteers have continued to define and adjust the youth club arrangements. However there has be no attendance from the older youth and attendance of the younger youth has been poor. Although there has been focus on getting the building right, the current youth club numbers are not sustainable, especially as costs for our youth worker increase and other costs (electricity etc.) will also increase.

The arrangements have now changed with the older youth club moving to Tuesday evenings and the younger youth to Wednesdays. Monday has been allocated to the Guides/Brownies/Rainbows (at no cost).

The improved facilities should be used more, and the facilities are there! But there has been a number of adults volunteering so the core issue now is youth attendance. Perhaps an open day once the works are complete (early August) but this needs organising, after a deep clean.

Recommend that a meeting of the Youth Committee be arranged with youth club volunteers, Medway Youth and any interested youth to plan a way forward (could be arranged alongside the Open Day).

b) Guides/Brownies/Rainbows

The Guides/Brownies/Rainbows have moved their activities to the Brimp and away from the Village Hall. A cooker point will be installed by the electrician. Investigation into a cooker has continued – Cllr Karen/Chris Draper to report.

14. **The Brimp Issues**

c) Football Arena

The Council agreed, in principle at the June meeting, to remove the football arena and look at alternative options for the site – The Chair and Cllr J Cooke were going to investigate and report back. Since the June

meeting there has been a quote for the removal of the arena at £5,500. Its goal have also suggested that they could advertise the arena for sale to their customers, but there is unlikely to be any income as the cost of removal (a day) would need to be covered. **Further council decisions required.**

d) **Road and Lighting**

The road lights side lights are now repaired, but a quote expected to put them on the same circuit as the courtyard/football arena to help arrival and departure.

A meeting has been held with the Church Commissioner's Land Management Agent, Slough Fort Restoration and the Clerk. There is agreement, in principle, to the road being repaired (with focus on Brimp Building to Fort Entrance). Plant to be supplied by Bourne Leisure, voluntary labour by Slough Fort and limited funding from Parish Council. There is urgency on behalf of the fort as Bourne Leisure want to restrict access to the fort through the holiday park. – **The Church Commissioner's agent are still investigating responsibilities and there has been no further response.**

15. **Recreation Ground –**

a) Any issues to report?

b) Play Equipment – Balance bar had been broken (vandalism). Colyn Properties have now fitted a replacement part.

d) Tree Replacement – Tree Surgeon has removed the Sycamore that is causing wall damage.

16. **Contributions from Representatives (2017/2018) on external bodies**

- PACT (Cllrs Forrest/C Cook)
- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
- Rural Liaison (Cllr. K. Draper) – A special meeting, for all councillors, to discuss Dementia Care and Medway's new Code of Conduct held in April. (Clerk is seeking clarification on the new Code of Conduct before presenting it to councillors for consideration).
- Police Liaison (Cllr Bowley)
- Village Hall (Cllr. Forrest)
- Cross Park Association (Cllr Huntley-Chipper)
- Friends of All Saints Church (Cllr C Cook)

17. **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)).
- Bourne Leisure Liaison (Cllr. C Draper (Chair))
- Allhallows Primary School Liaison (Cllr C Cook)

18. **Financial**

a) **Finance Monitoring Reports** (circulated by email)

b) **Receipts and Payments schedule** circulated for approval (initial version circulated/there may be further changes before the meeting)

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.

a) **Site for Dumpster** for Street Cleaners. Drawings are required to determine if a planning application is required and to seek a quote for the works (a previous quote was for a slightly different site)

b) **A draft employment contract** has been drawn up for the basis of further discussion with the street cleaners. Appraisals also to be carried out at the same time on the 9th July.

20. **Date of next meetings –**

Parish Council Meeting, Wednesday 8th August @ Cross Park Pavilion (6:30pm)

21. **Future agenda items**

Chris Fribbins, Clerk to the Council 5th July 2018