



ALLHALLOWS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 9th DECEMBER 2020**

ONLINE on (ZOOM) 18:30

PRESENT:

Cllr Chris Draper	Chairman
Cllr Yvonne Forrest	Vice-Chair
Cllr Karen Draper	
Cllr Sue Morrice	
Cllr Trevor Bowley	
Cllr Len Lovatt	
Cllr Dave Wiggins	
Cllr Rachelle Freeguard	
Mr Chris Fribbins	Parish Clerk

Apologies:
In attendance 0

- 410 1 APOLOGIES FOR ABSENCE**
None
- 411 2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest - None
Audio Recording - Cllr Karen Draper, Cllr Morrice for Personal Use
- 412 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 11th NOVEMBER** Proposed as a correct record by Cllr Mrs Draper, Seconded Cllr Forrest. **AGREED.**
- 413 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) - None**
- 414 5 TO NOTE UPDATES ON THE ACTION POINTS FROM PREVIOUS MEETINGS**
See updates in appendix.
- SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker): None.**
- 415 6 No item**
- 416 7 CLERK'S REPORT**
a) Any Other Items not on Agenda - None
Community Award 2020/2021
The certificate for 2020 (previously awarded) has been chased from KALC who have been unable to access their office due to COVID-19 Lockdown.
The 2021 scheme has been advertised on Facebook and the Parish Council website. Several nominations have been received – nominations will be reported at the January meeting for the Council to discuss and agree a nomination.
- 417 8 COVID-19 – Coming out of Lockdown UPDATE**
Positive COVID19 reports have increased and the local area has been put into a new tier 3 (the highest level), so no relaxation of local rules and guidelines. There are no impacts on current parish council operations and meetings need to continue online.
- 418 9 BRIMP DEVELOPMENTS**

- a) **Extension of Brick Store** – The work has been advertised on the national Contractor Portal with some initial interest. The proposed facility has been listed by Medway Council as part of their cultural strategy.

419 10 **GRANT REQUESTS**

None

420 11 **INTERNET/BROADBAND ACCESS AT CROSS PARK/THE BRIMP**

There does not appear to be any reduction for charitable/youth purposes so the proposed installation at Cross Park would be £3,230 (Brimp cost awaited. It is likely to be more expensive). A wireless alternative will be investigated when there is sign of COVID19 rules allowing public access again.

421 12 **PLANNING**

- a) **Allhallows Planning Applications:** None
 b) **Medway Local Plan** – Housing Infrastructure Fund plans for new access to Wainscott Bypass, New Rail service to Hoo and country parks had been discussed at the Rural Liaison

422 13 **HIGHWAYS AND FOOTPATHS**

- a) **Parking Restrictions** – No update, ongoing.
 b) **Footpath Officers Report** – Cllr Bowley reported on his continuing clearance works in Cross Park, Recreation Ground, Shellduck Woods, Avery Way Wood (Path) and footpaths.
 c) **Verbal contributions** – Cllr Bowley had provided a detailed report that had been circulated.
 Car parking fines had been issued for illegal parking (Stoke Road/Allsaints Road). Access for footpath RS12 to Yacht Club would benefit the footpath network (RS12 just ends at a fence) but access across Bourne Leisure land would be required).
 d) **A site meeting** with the Chair and Medway Cllr Filmer had been held to examine damage to local roads. The Medway Council Highways Department had assessed the work as non-critical, but they agreed to carry out works in the next financial year (April 2021).

423 14 **CROSS PARK ISSUES**

- a) **Governance Issues** – New trustees had been registered with the Charity Commission. Bank arrangements are being changed (in the meantime urgent bills are being paid by the Parish Council and will be refunded in full when access to the bank account has been resolved). Access to bank statements/account details is required to update the Charity Commission filing and establish the finances.
 b) **Expansion of Facilities** – Progress being monitored.
 c) **Building/Land Issues** - Cllr Bowley's monthly report was circulated. Kent Wildlife Trust to be approached advice re. the site (and invasive brambles) and the possibility of a new Management Plan.
 d) **Electrical Inspection** – Inspection complete, but issues with mains supply and extension to the temporary changing rooms remain outstanding and to be resolved when the works at Kingsmead (Allhallows) Park are progressed and the s106 money for the Cross Park extension is available.
 e) **Consideration of Allotments in Cross Park** – The Chair has suggested that allotments could be provided in Cross Park. Primary issues would be security of site, provision of water supply, management (Allotments Society), change of use from public access. Further investigation required.

424 15 **YOUTH CLUB/YOUTH**

- a) **Youth Club –Future Planning** – Volunteers are still cleaning/re-organising the club. Equipment repairs/re-organising underway. A new pool table from an HMRC office that is closing down in Maidstone had been secured and will need to be collected.

- 425 16 **THE BRIMP ISSUES**
- a) **Electrical Inspection** – Complete. A quote for re-instating floodlighting has been requested.
- 426 17 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**
- a) **ALLHALLOWS PACT** – Cllr Morrice – No meetings.
- b) **KALC (Medway)** – Cllr Morrice – was unable to attend the ZOOM meeting. An additional rep. was now required - Cllr
- c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – A ZOOM meeting had been held. There was an emphasis on Community Planning for the villages and traffic management report had been produced, especially with regard to HGV vehicles accessing the new Amazon site (not enough on-site parking, so vehicles parking up in local roads around the site – generating waste and lack of toilet facilities).
- d) **Village Hall** – Cllr Lovatt – None Their AGM had been cancelled due to COVID19 restrictions. There has been Judo sessions on Saturdays. The annual Sleigh through the village is being considered but there are issues with COVID19 restrictions.
- e) **Cross Park** – Cllr Freeguard – Reported previously.
- f) **Village Fete** – Cllr Forrest – A village wide draw has been arranged.
- g) **Friends of All Saint’s Church** – Cllr Forrest – There is further work on the Heritage Lottery Fund application/grant. There is also a Peninsula wide HLF application, previously led by RSPB, but now Medway Council.
- 427 18 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**
- a) **Allotments (Cllr Forrest)** – Nothing to report. Water bills will be changing from 6-monthly to 3-monthly.
- b) **Recreation Ground and Playpark** (Cllr Forrest and Vice Chair) A quote has been requested by the firm that provided the best quote for similar work at Cliffe Play Park, awaited.
- c) **Bourne Leisure Liaison** (Cllr C Draper) – No further meeting.
- d) **Allhallows Primary School Liaison** (Chair) – Meetings to be arranged.
- e) **Turners Group** – Awaiting progress on their expansion plans.
- 428 19 **SHELLDUCK LAND UPDATE**
- a) Awaiting quote from Colyn Properties for gate to area for dumpster. Details passed to Medway Council for permission to locate a dumpster with access on the site is being considered.
- 429 20 **FINANCIAL**
- a) Finance Monitoring Reports (to 30 November) Financial reports were circulated, all agreed to note.
- b) Cross Park Cash CROSS PARK £793.00
Receipts November/December Noted.
- c) Budget Strategy
The Clerk to provide basis figures for the December meeting and a special ZOOM meeting will be organised to go through the figures.
- d) **To make payments for December Proposed – Cllr Forrest, seconded – Cllr Morrice that the payments as listed be paid. – ALL AGREED** (the payments list will be signed by the proposer and seconder later)
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| C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution | 201201 |
| John Price Salary/less PAYE | 201202 |
| John Price Car Insurance Bus use uplift | 201202a |
| Mick Smith Salary/less PAYE | 201203 |

Marion Eades Salary/less PAYE JP Cover	201204		
HMRC PAYE	201205	318.92	
NEST Employee/Employer Pension	201206	63.59	
EDF Energy Brimp Electricity DD	201207	102.00	4.86
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	201208	2,289.98	381.66
TJF Prop Servs Active Cemetery C115	201209	160.00	
TJF Prop Servs Active Cemetery C116	201210	160.00	
Cash Transfer CROSS PARK	201211	793.00	
Allhallows Grant Cttee GRANT	201212	100.00	
British Gas CROSS PARK	201213	82.54	0.12
Medway Council Business Rates CROSS PARK	201214	108.00	
Paid previously, to note			

430 21 STAFFING ISSUES

The exclusion of press and public to discuss personal staff issues was moved by the Chair and seconded by Cllr Mrs Draper – **ALL AGREED**

a) Car insurance upgrades for Street Cleaner use of vehicles for transporting tools/rubbish now being progressed. John Price resolved, Mick Smith, access to Homewards to be checked.

b) Shellduck Close cleaning being reviewed (currently $\frac{3}{4}$ weeded, $\frac{1}{4}$ to do).

431 22 DATE AND TIME OF NEXT MEETING

The next meeting will be Wednesday 13th January 2021 at 6:30pm online using ZOOM (Meeting Number and Meeting Password will be supplied, further detailed joining instructions available from the Clerk up to 5pm on the day of the meeting)

432 23 FUTURE AGENDA ITEMS – None

At 21:20 The Chair Cllr Chris Draper closed the meeting.

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