



Allhallows Parish Council

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clerk@allhallowskent-pc.gov.uk

Meeting Minutes

Date: 08th April 2026

Time: 18:30

Venue: Cross Park Pavilion

Present

- Cllr Chris Draper, Chair
- Cllr Yvonne Forrest, Vice-Chair
- Cllr Karen Draper
- Cllr Sue Morrice
- Cllr Kim Wood
- Cllr Trevor Bowley
- Cllr Jean Sheaves
- Clerk Chris Fribbins
- Medway Allsaints Cllr Spalding
- 15 Members of public

173/1 Apologies for Absence

- Cllr Juan Van Niekerk (work)
- Proposed Cllr Wood, Seconded Cllr Mrs Draper that the apology be accepted – All Agreed
- Medway Cllr Spalding

174/2 Declarations of Interest and notification of recording

- Cllr Wood (Cross Park Association), Cllr Morrice (Audio Recording).

175/3 To Receive and sign the minutes of Parish Council 11th March meeting 2026.

Issues raised with accuracy of minutes, some omission of items discussed, but not subject to recommendation/resolution. The Clerk agreed to amend minutes and recirculate for approval.

175/4 Matters Arising (not on the agenda)

- a) Stoke Road development – the consultant had reported issues with Department of Transport changes, but final report would be up to date and better.

177/5 Public Participation

Issues raised with the removal of trees at Cross Park with a view that there should have been consultation with residents and that there may have been an issue with nesting birds. The Clerk reported that there had been a tree inspection in January 2025 that reported that these trees were showing signs of disease and that their condition needed to be monitored. The Chair had liaised with our contractor responsible for maintenance of open spaces (Countryside Contract and Cross Park grass cutting) about the health and safety risk posed by these tall Leylandii trees and had suggested urgent action to remove these and plant a more suitable vegetation, The Chair had liaised with parish councillors and agreed to the removal as a matter of urgency (between parish council meetings), The contractor had contacted the forestry commission.

There were continued concerns regarding the Haven/Bourne Leisure handover day traffic.

A resident (reporting Church issues) raised issues with the contracted grass cutting of the closed churchyard (Medway Council/Norse contract devolved to the Parish Council). There had been issues reported by the contractor in cutting the grass due to 'equipment' installed around the closed churchyard. The Chair reported that this would be reported to the contractor, but a long term solution would be investigated.

178/6 Reports

a Chairperson's Report

The Chair reported on actions taken on Health and Safety issues with Leylandii trees at Cross Park.

b Clerk's report

Grant Applications Received

A letter had been received requesting a donation to Kent/Sussex Air Ambulance. Agreed to defer to future meeting.

The Clerk reported on concerns with the Medway Group actions to try and de-rail the Medway Local Plan 2041 and the potential for granting planning permissions in Allhallows due to lack of Local Plan.

A issue with water supply at the Brimp has been raised and potential for a bill to the Parish Council (£10,000+). Under investigation – Water usage at the Brimp is very low and it was understood that the water supply comes from Bourne Leisure/Haven and there have not been any bills.

Road closures are not being reported to the Parish Council in advance of the works.

c Medway Unitary Council Allsaints Councillors' Report (Cllr Spalding)

Cllr Spalding confirmed that the £200 received from Medway Council was a ward councillor grant to the Youth Club. He reported on Medway consultation on Local Government Reform.

d Contracts

i Countryside Contract (Hedgerows/Amenity Land/Closed Churchyard/Recreation Ground/Shelduck Woods)

No issues – fence at Shelduck Wood still outstanding (the Chair is in discussion with Medway and Norse Officers regarding this, although no progress had been made.

A local resident was dumping bottles in Shelduck Woods (lady subject to Social Services safeguarding issue)

The contractor has raised issues with the amount of dog waste. He also reported issues with children being allowed to run around the tractor by parents when he was cutting amenity areas around Allhallows and he had to stop for safety reasons.

ii Street Cleaning

Shed placement agreed to be actioned – sites had been investigated by the Chair and Vice Chair.

iii Active Cemetery

No issues.

iv General Issues

e Contributions from Representatives on external bodies

i KALC Medway Area Committee (Cllrs Forrest and Morrice)

Next meeting 16/4.

ii Rural Liaison Committee (Cllr Mrs Draper Substitute Cllr Forrest)

Cllr Mrs Draper will continue circulate any minutes/reports after meetings. Next meeting to be held in June.

iii Village Hall Committee (Cllr Forrest)

Trustees, admin and booking clerks still vacant. Rates are £357, No access to village hall by car after Easter for limited time due to ongoing roadworks. Quiz night 16/5 7pm and possible tribute night and other events. Events, fitness, craft, and bingo etc. advertised on Facebook, some posters also being displayed. Grass cutting, tidying up etc. to start. Bookings going well and finances in good order. Bingo is going well and numbers increasing. Hall costs £12 per hour.

iv Cross Park Association (Cllr Bowley)

Weekly meat raffles now being held. Annual report filed with Charity Commission. A football team is using the pitch all year for a football school and team. Meeting to be held to discuss bar operation and opening.

v Friends of All Saints Church (Cllr Forrest)

No meetings.

vi Allhallows Youth Club (Lisa Newstead)

Attendance low currently. Karaoke Machine being delivered and set-up. The Medway Youth Festival at Cross Park (20th June) has been cancelled by them due to funding issues. Lisa Newsted is to seek the cost to see if the Parish Council can consider funding.

Additional footballs required as they are often lost in Slough Fort or Haven grounds.

Easter party to be held when schools return after the Easter holidays.

f Reports from other member responsibilities

i Allotments (Cllrs Forrest)

No issues to report. Annual rents collected (£215).

ii Recreation Ground/Play Parks (Cllrs Morrice and Bowley)

Repairs to be reviewed and scheduled. Weeds around play equipment need clearing.

iii Bourne Leisure Liaison (Cllr Draper)

No meeting held. The Chair had been in contact regarding the check-in day issues.

iv Peninsula East Academy School (Cllr Forrest)

Liaison continues, no meeting held (Easter holidays). Youth Club posters to be sent to school and request it advertised on school noticeboards and their newsletters,

v Turners Group – Kingsmead/The Reeds (Cllrs Draper/Forrest/The Clerk)

No meetings held. The Chair had notified them of issues with the boundary trees with Cross Park and they had agreed it was Cross Park land and parish council responsibilities. The Chair to speak to Turners to see if there is topsoil available for Cross Park.

g Project Updates (Cross Park/The Brimp)

Cross Park - East windows are being installed. Bar/shed being completed and stocked for opening.

Brimp - Brick Building extension is nearing completion (wastewater issue to be resolved). Funding required for full extension. Scout rent had been paid. The move to a regular monthly payment has yet to be agreed.

h Highways and Footpaths

i Footpath Officer/Public Rights of Way (Mr Don Baulk/Cllr Bowley)

Reports circulated. Trevor and Don thanked for their work on this.

ii Land Maintenance

Christmas tree – lights and wiring to be removed so that it can be taken away. Don Baulk to cut down the tree had been agreed, still to action.

iii Local Reports/Issue

Drains need clearing (Medway responsibility).

179/7 Planning Matters

a) Plans

MC/26/0505 Construction of a single storey extension to rear of 29 Shelduck Close Allhallows, ME3 9EJ.

No issues raised.

b) Allhallows Neighbourhood Plan

No further progress currently.

c) Medway Local Plan 2041 Update

The planning inspector that has been appointed to carry out the review had sent a series of queries to Medway Planning who suggest this is normal at this stage and being actioned/responded to.

d) Updates received on potential development off Binney Road/Stoke Road Allhallows

Progress being made on Road Safety Audit but not yet completed due to DfT changes in modelling.

180/8 Finance/Policy

- a) Finance Monitoring Reports (to 31/03/26)
Draft end of year figures produced – Noted.
- b) Receipts and Payments Schedule for April 2026 for note and approval as required (update circulated at meeting)
Some issues were reported with a small number of items, so agreed subject to some changes that will be made by the Clerk and reported to Councillors before payment (next day).
Proposed Cllr Draper, Seconded Cllr Forrest All Agreed

MARCH (to date/known)

YC Tuck/Subs	£60.00
C Fribbins (Vodafone Repay/Jan)	£60.72
C Fribbins (Vodafone Repay/Feb)	£60.72
Karate Brimp Hire	£50.00
Brick Store Hire	£50.00
Bank Interest	£199.79
Medway Councillor Grant to Youth Club	£200.00

APRIL (to date/known)

C Fribbins (Vodafone repay Mar)	£73.31
Brick Store Hire	£50.00
7 th Allhallows Brimp Hire	£375.00
Allotment Rents	£215.00

Transfer Base Rate Tracker to Current A/C £17,500.00

Item	Reference	Total	VAT		
Chris Fribbins	Salary*****		260401		
Bruce Muihall	Salary*****		260402		
Mick Smith	Salary*****		260403		
Colin Davis	Salary/Fixed Work *****		260404		
Angela Goodhew	Salary *****		260405		
Angela Goodhew	Cleaning Materials		260405	3.78	
HMRC	PAYE/NI		260406	721.48	
Nest Pensions	DD		260407	674.20	
EDF Energy	Brimp Electricity DD		260408	236.81	11.28
M&L Contracting	Countryside Contract/Cross Park		260409	2,289.98	381.66
National Broadband	Cross Park Broadband	DD	260410	54.00	9.00
Staffology IRIS	Payroll Software	DD	260411	13.20	2.20
TJF Property Services	Active Cemetery	+C237	260412	160.00	
TJF Property Services*	Active Cemetery	+C238	260413	160.00	
Vodafone	Brimp Broadband		260414	102.13	17.01
M&L Contracting	Tree Removal		260415	2,400.00	400.00
Rialtas	Accounts/Asset Software Annual		260416	468.00	78.00
Handar Paving	5 Bags of Type1		260417	288.00	48.00
Hortons	Brimp Music Room Electrics		260418	336.00	56.00
Karen Draper	CP Bar Electrics		260419	110.50	
Don Baulk	Petrol Usage for strimmer		260420	6.55	
Yvonne Forrest	Traffic Mirror		260421	66.53	
Yvonne Forrest	Wudhus Garage Door Call-out		260422	29.94	4.99
Wudhus	Garage Door replacement		260423	1,236.07	206.01
Mike's Maindrain	Brimp Septic Tank Empty		260424	222.00	37.00
Chris Fribbins	Easter Eggs for YC		260425	54.30	
Medway Council	Brimp Rates		260426	460.60	
Yvonne Forrest	Glasdon Bin Liners		260427	201.70	33.62
Amazon	Litter Picking Hoops (DB)			31.98	
Amazon	Street Cleaner Zircon Sacks			158.36	
	Debit Card		260428	190.34	31.74

PAST PAYMENTS

Binliners	Rubbish Bin Liners		260350	86.40	14.40
Malwarebytes	Virus Software		260351	29.99	5.00

ZEMPLER (Youth Club)

NONE

* Awaiting invoice before payment, ** Paid Direct Debit/Debit Card

***** figures reported to the Council but not published due to confidentiality.

f) Bank Balances @31/03/26:

Current A/C	£5,665.77
Deposit A/C	£0

Base Rate Tracker A/C	£61,264.90
Zempler A/C	£285.83

181/9 Exclusion of Press and Public

Not required.

182/10 Confidential Items

All resident's emails to parish council to be forwarded to councillors (subject to any confidentiality issues).

183/11 Date of Next Meeting

Annual Council Meeting 13th May 2026 6:30pm at Cross Park Pavilion

May meeting of Parish Council 13th May 2026 to follow Annual Council Meeting

Annual Parish Meeting (for residents) 29th April 2026 at 7pm at Cross Park Pavilion

The meeting closed at 21:00