



## ALLHALLOWS PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 12<sup>th</sup> MAY 2023

#### Cross Park Pavilion @7pm (after Annual Parish Council Meeting)

#### PRESENT:

Cllr Chris Draper	Chair
Cllr Yvonne Forrest	
Cllr Karen Draper	
Cllr Sue Morrice	
Cllr Rachelle Freeguard	
Cllr Trevor Bowley	
Mr Chris Fribbins	Parish Clerk

Apologies: None  
In attendance 3

- 001      1      **APOLOGIES FOR ABSENCE** None
- 002      2      **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**  
**Declarations of Interest** – Cllr Freeguard - Cross Park Association, Allotments  
**Audio Recording** – Cllr Morrice records the meeting for personal use.
- 003      3      **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 12<sup>th</sup> APRIL 2023** Proposed Cllr Freeguard, Seconded Cllr Forrest as a correct record - All Agreed.
- 004      4      **MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)** – Yantlett Creek Gate has been unlocked laminated sign to be placed.  
**SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):**  
3 Large French Rings uncovered at Brimp, to be offered to Slough Fort.  
Issue raised with disruption to residents due to early morning BIFFA waste collection at Haven. Bourne Leisure to be contacted (also dust creation from site)  
A skip had been removed/stolen from alley to rear of Avery Way properties – advised to report.  
Cross Park Trustees had visited several properties on the Cross Park/Avery Way property boundary to discuss issues. Meeting to be arranged to discuss park plans and issues. Boundary issues had been investigated and there is no mention of resident's access to Cross Park through their back gardens, Letter to be drafted.
- 005      5      **CLERK'S REPORT**  
**a) Parish Council Vacancies**  
Cllr Lovatt now lives over 3 miles from parish boundary, so not eligible. There had been one show of interest to date. Agreed that candidates would be interviewed before placing before a Parish Council meeting for co-option decisions. There are 2 vacancies.  
**b) Medway Council Elections – All Saints Ward**  
The new ward is a single member ward – Chris Spalding (Independent) was elected.
- 006      6      **GRANT REQUESTS –**  
**a) Allhallows Events Committee.** No further response.  
**b) Allhallows Village Fete Committee** – notification of a grant request for the Village Fete (Dino2Hire) £1,000. Grant application will be circulated when received.
- 007      7      **PLANNING**  
**a) Planning Applications –**  
No new planning applications

- b) **Medway Local Plan** – Nothing further since the creation process has regressed a stage. The new administration at Medway Council have indicated that the Local Plan creation will be a priority.
- c) **Housing Infrastructure Fund Nothing further since** Medway Council have 'paused' the railway infrastructure proposals due to cost escalation (post COVID) and lack of local support. There may be a further window, outside of the HIF bid, in 2027 when new Networker replacements will be delivered (a battery option is being considered that would remove the need for any electrification of the branch to Hoo and the consequent cost of additional infrastructure to ensure safety of line electrification).

**008 8 HIGHWAYS AND FOOTPATHS**

- a) **Footpath Officers Report** – Cllr Bowley's report was circulated (and thanked for the detail and continued work that had been carried out by Cllr Bowley and others). Noting flooding and growth of weeds/grass had accelerated now the weather was warmer.
- b) **Verbal contributions** There had been reports of flooding in the Turner's site adjacent to Cross Park but appeared to be due to heavy rain. There was a report of a blockage to a Public Right of Ways on the Haven site, these would be investigated. (Later checks showed no blockage on Coastal Path and Caravan/blockage was on Haven land and not the PROW and is on Haven land, not the PROW which finishes behind the caravan).

**009 9 LOCAL REPORT/ISSUES**

- a) **Countryside Contract** – Grass blower required to blow grass cuttings off paths and back onto green (also Cross Park by ramp to events field).
- b) **Street Cleaning** – Issues with waste accumulating at the rear of the Avery Way shopping parade had been reported to Medway Council Environmental Services – they were visited and advised to clear up rear of shops and would re-visit. Front of shops was clear.  
It was reported that large NOx cylinders were still being discovered, although currently this is not a restricted drug (expected to change)
- c) **Active Cemetery** – A resident had raised an issue with overhanging branches from the Cemetery into Jutland Close and dripping onto cars. This is not the responsibility of the Parish Council and resident advised it was the Parochial Parish Council (the church).
- d) **General Issues** – Issues reported: Concern was raised about potholes (a nationwide issue following weather issues).

**010 10 Telephone Box/Defibrillator** – still not fully closing following some maintenance by Colyn Property Services to be followed up (also requested to clean/maintain noticeboards).

**011 11 CROSS PARK IMPROVEMENTS (including s106)**

- a) BT Openreach contacted regarding Broadband/Telephone service, but unable to connect as no 'route' to across Access Road and down to the Pavilion. Turners have joined the route up the access road to a pit on the other side of the road by the Cross Park gated entrance.
- b) Kitchen extension into storeroom completed. Cold Store still to be placed on site by pavilion. There had been continued issues with ventilation in the kitchen – a new griddle has been purchased and discussions continue with the provider of the extractor that had to be returned as not suitable for the kitchen. They are specifying a replacement (to be reported to the PC and Cross Park Association for decision when received).
- c) Problems with electricity tripping on 9/5 at the Coronation event, caused trip in Turner's Kingsmead Barn – future events being advised to source generators – problem being investigated.
- d) There were several commercial no-shows at the Coronation Event – Donkeys, Face Painting, Fairground – no financial costs to Parish/Cross Park Association.

- e) Issue with pavilion gutters under investigation as it appears the drainage is not functioning correctly.

**012 12 YOUTH CLUB REPORT**

- a) **Youth Club Issues** – Community Pay-Back work continues on-site. The Youth Club had reopened after the Easter holidays.

- b) **Extending Brick Store** – Nothing further currently.

**013 13 CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **ALLHALLOWS PACT** – Cllr Morrice /Freeguard– Meeting 6-Monthly. Nothing to report currently.

- b) **KALC (Medway)** – Cllr Freeguard/Forrest – Nothing to report.

- c) **Medway Council Rural Liaison** – Cllr Mrs Draper – Nothing to report.

- d) **Village Hall** – Cllr Forrest – Committee had not met.

- e) **Cross Park** – Cllr Freeguard – Café hours under review. Events schedule for Cross Park/Events Field being developed, including inflatable Pub trial and an outdoor cinema (subject to supplier licences/insurance).

Cllr Freeguard had sourced 105 saplings from the Woodland Trust, to be delivered in August.

- f) **Village Fete** – Cllr Forrest – Arrangements continue. 500 Club draw renewed, some numbers still available. It was proposed by Cllr Forrest and seconded by Cllr Draper that a grant of £1,000 be awarded to the Fete Committee for the Dino Experience, subject to the receipt of a grant application. It had proved to be very popular at the Coronation event ALL AGREED

- g) **Friends of All Saint’s Church** – Cllr Forrest – Activities and regular café now in place.

**014 14 REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** Cllr Forrest Nothing to report.

- b) **Recreation Ground and Playpark** Cllr Morrice – Nothing to report.

- c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available. Meeting to be arranged.

- d) **Peninsula East Primary Academy School Liaison** Chair – (Cllr Forrest) No meeting.

- e) **Turners Group** – Further meetings had been held on-site re. works. They want to disconnect the electrical supply to the Cross Park pavilion and a new supply will need to be installed (and electrical bills paid) – meeting required. There is likely to be further s106 funds available to draw down (including the latest car park surfacing works).

**015 15 No Item.**

**016 16 FINANCIAL**

- a) **Finance Monitoring Reports (to 30<sup>th</sup> April)** Financial reports not yet available – awaiting year end audit before previous year is closed.

- b) **Transfer from Current Account to Cashplus Account (Youth Club Debit Card)**  
None

- c) **Transfer from Base Rate Tracker to Current Account**  
£10,000 + £20,000

- d) **Income**  
Receipts April/May

**April**

Youth Club Tuck/Subs £60.50

Youth Club Tuck/Subs £53.20

Medway Council Precept £68,000.00

BT Refund	£110.25
<b>May</b>	
Youth Club Tuck/Subs/Brick Store Hire	£113.06
Youth Club Tuck/Subs	£56.00
Youth Club Tuck/Subs	£56.00
G Rollin Coronation Face Paint refund	£200.00

e) **To make Note payments for May 2023.**

Proposed Cllr Forrest, Seconded Cllr Freeguard – All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	230501		
John Price Salary/less PAYE	230502		
Mick Smith Salary/less PAYE	230503		
HMRC PAYE	230504	512.74	
NEST Employee/Employer Pension	230505	65.82	
EDF Energy Brimp Electricity DD	230506	158.00	7.52
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	230507	2,289.98	381.66
National Broadband Cross Park 4G Internet	230508	54.00	9.00
Trophy Store Coronation Medals	230427	237.00	39.50
G Rollin Coronation Face Painting	230428	100.00	
ASDA Gillingham YC Tuck/Equipment CASHPLUS	230429	24.10	
ASDA Gillingham YC Tuck/Equipment CASHPLUS	230430	56.29	
TJF Property Servs #C169 Active Cemetery	230509	160.00	
Colyn Property Servs 3712 Brimp LM	230510	75.00	
Colyn Property Servs 3713 Village Hall LM	230511	60.00	
Zurich Insurance Annual Insurance Premium	230512	2,761.27	
Business Stream Allotment Water	230513	45.17	
Rialtas Business Solutions Asset Man S/W	230514	102.76	17.12
Karen Draper Costco APM Refreshments	230515	36.84	
Allhallows Village Hall Annual Rev Grant	230516	2,500.00	
Cross Park Association Annual Rev Grant	230517	2,500.00	
Sue Morrice Bill's Bakehouse (tarmac crew)	230518	52.65	
TJF Property Servs #C170 Active Cemetery	230519	160.00	
Chris Fribbins Brimp Community Payback Cash	230520	41.36	
BES QUOTE Brimp Electrics	230521	898.99	149.83
Dino2Hire Coronation Event	230522	1,100.00	
Penelope Barron (Nan with a Van) Coronation	230523	100.00	
Jumping Monkey Castle Hire Coronation	230524	700.00	
Kev Wilson Coronation Event DJ	230525	80.00	
Colyn Property Servs 3728 Brimp LM	230526	75.00	
Colyn Property Servs 3279 Village Hall LM	230527	60.00	
D/D Debit Card/Already Paid			

017 **The exclusion of press and public to discuss personal staff and contract issues**  
Proposed Cllr Draper, Seconded Cllr Mrs Draper – ALL AGREED.

018 17 **STAFFING ISSUES**

Further discussions held with Colin Davis regarding parish council employment as Street Cleaner Cover, Village Hall, LM, Brimp LM, and ad-hoc work. Pay arrangements agreed in principle w.e.f. 17<sup>th</sup> June 2023 (replaces contracted work). A draft contract of employment to be issued for comment (Cllrs Draper, Forrest, and Mr Davis).

John Price has cleared the back of St Lukes Road, Mick Smith, Avery Way and had identified an issue with the dustbin at 12 Stoke Road (this is a Medway bin, Cllr Forrest to follow-up).

**019 18 DATE AND TIME OF NEXT MEETING**

The next meetings will be the June Meeting of the Council Wednesday 14<sup>th</sup> June 2023 (Cross Park Pavilion 6:30pm).

The Annual Parish Meeting will be held on Wednesday 24<sup>th</sup> May, Cross Park, 7:15pm

**020 19 FUTURE AGENDA ITEMS**

At 21:30 The Chair closed the meeting.

Signed as a correct record of the proceedings.

Chair of Allhallows Parish Council