



ALLHALLOWS PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 13th NOVEMBER 2019

AT CROSS PARK PAVILION, OFF AVERY WAY, ALLHALLOWS, at 6:30pm

PRESENT: Cllr Chris Draper Chairman
Cllr Pat Huntley-Chipper Vice-Chair
Cllr Yvonne Forrest
Cllr Carol Cook
Cllr Sue Morrice
Cllr Trevor Bowley

In attendance Mr Chris Fribbins Parish Clerk
7 members of the public

- 128 1 APOLOGIES FOR ABSENCE**
Cllr K Draper (Unwell) and Cllr L Lovatt (Medical) (also Medway Cllrs Filmer and Sands)
- 129 2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
The Vice Chair Cllr Huntley-Chipper is the parish council's representative on the Cross Park Association, but a trustee of the Cross Park Association so she declared her interest in matters regarding Cross Park and would take no part in discussions if there was voting regarding the site. The Chair declared an interest in the planning application of Bourne Leisure (MC/19/1820) as owners of a caravan on the site.
Audio Recording
Cllrs Mr Draper and Morrice indicated that they were recording audio for their own purposes.
- 130 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 9th OCTOBER 2019** Proposed as a correct record by Cllr Forrest, Seconded Cllr Morrice. **AGREED.** Cllr Cook (who was not present at the October meeting raised concern about the recording of her absence and objected to mention of her being on holiday – it did reflect what was reported at the meeting and noted for the future)
- 131 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)**
None
- 132 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)**
A resident answered questions and explained the grant application for the circus school.
- 133 6 CLERK'S REPORT**
a) KALC Community Award 2020 – This has been relaunched for the current year – Proposed Chair, Seconded Cllr Forrest that the parish council take part again this year – Clerk to advertise on web site and Facebook - **AGREED**
- 134 7 GRANT REQUESTS –**
Provision of a two day circus/circus school at the Allhallows School Proposed Chair, Seconded Cllr Forrest that £1,500 be granted (and held as a Rural Liaison Commitment) until required - **AGREED**
- 135 8 PLANNING Responses/Actions**

- a) **Allhallows Planning Applications –**
- b) **MC/19/1820 Allhallows Holiday Park, Allhallows Caravan Park, Allhallows, Rochester, Kent, ME3 9QN**
A site for the parking of large commercial vehicles has been allocated as part of the plan (following representations from the parish council). Proposed Chair, Seconded Cllr Forrest that the parish council's objection be withdrawn, subject to assurance that this site would remain available for caravan owners and their tenants. AGREED.
- c) **Medway Local Plan –** Approval of the £170m Housing Infrastructure Bid has been received and this should unlock the Local Plan with further consultation late December, January and February. Sites allocated for housing should be clear in this version. – Noted. The Clerk will keep the council informed – a suggestion that there could be community involvement in the new passenger service through a Community Rail Partnership is being followed up with Medway Council and Network Rail.

136 **9 HIGHWAYS AND FOOTPATHS**

- a) **Parking Restrictions –** Issues with St Davids had been raised by a resident. The Chair is following this up with Medway Council.
- b) **Footpath Officers Report –** Cllr Bowley reported on his clearance works. Cllr Bowley's report was circulated. A site meeting (16/10) to look at the stiles on the path to the seawall has been held with Adam Taylor the Medway Footpaths officer. A solution is being sought.
- c) **Verbal contributions –** Concern was raised about the erosion of the road by 1 Binney Road (into the ditch) by Cllr Forrest. To be raised with Medway Council.

137 **10 CROSS PARK ISSUES**

- a) **Expansion of Facilities -**
- b) **Building/Land Issues**
Cllr Bowley's monthly report was circulated.
- c) **Pavilion –**
- d) **Electrical Inspection –** to be scheduled. The Annual Boiler Maintenance has been carried out.

138 **11 YOUTH CLUB/YOUTH**

- a) **Youth Club –** Attendance now recovering after the summer break (10-14 attendees).

139 **12 THE BRIMP ISSUES**

- a) **Football Arena –** Now looking a levelling and grassing the site. (Medway Cllr Filmer's firm is a possible source for carrying this out).
- b) **Additional Usage –** Slough Fort have used the centre for First Aid and Governance sessions (Saturdays November 9 and 16). Possible Self-Defence training is being investigated. authorisation was sought for the purchase of four tables for the centre – Proposed Cllr Forrest, Seconded Cllr Huntley-Chipper – ALL AGREED.
- c) **Brick Store –Electrical Inspection –** awaiting certificate for electrical fit-out of brick store and then a new inspection can be carried out at the Brimp including the Brick Store.

140 **13 RECREATION GROUND**

Inspection training to be arranged.

141 **14 CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **ALLHALLOWS PACT –** Chair and Cllr Morrice – Not meeting until January. The PCSO had not been attending or following up on evidence provided.
- b) **KALC (Medway) –** Cllrs Cook and Morrice – Suggested the council's reps follow up the provision of local training courses for local parish councils.
- c) **Medway Council Rural Liaison –** Cllr Mrs K Draper – No meeting until after the election.

- d) **Police Liaison** – Cllr Bowley – nothing to report.
- e) **Village Hall** – Cllr Lovatt – No meeting. Cllr Bowley had cleared that path of vegetation and Mr Colin Davis had reported issues with the gutter being blocked to the Village Hall Committee. The committee are looking to host a public defibrillator on-site (grant support from the parish council may be required).
- f) **Cross Park** – Cllr Huntley-Chipper – CCTV inspection/service carried out. Parties being booked and a Christmas Fair is scheduled.
- g) **Village Fete** – Cllr Forrest – Cllr Forrest had been unable to attend, no update.
- h) **Friends of All Saint’s Church** – Cllr Forrest – Cllr Cook reported on the Annual Christmas Tree decoration. Proposed Cllr Forrest, seconded Chair that the council authorise a payment of £10 for a tree to be provided in behalf of the parish council – AGREED.

142 15 REPORTS FROM OTHER MEMBER RESPONSIBILITIES

- a) **Allotments (Cllr Forrest)** – No issues.
- b) **Recreation Ground and Playpark** (Cllr Forrest and Vice Chair) nothing further.
- c) **Bourne Leisure Liaison** (Cllr C Draper) – Site manager is in being replaced. Nothing further to report.
- d) **Allhallows Primary School Liaison** (Chair) – Nothing to report.
- e) **Turners Group** – They are revisiting the plans for the site before commencing work. The VAT situation has been investigated and may require VAT consultants to ensure tax efficiency for the parish council to ensure the maximum VAT can be reclaimed.

143 16 Shellduck Land

- a) Clerk to discuss recent refusal with John Liddiard.
- b) A site meeting with Medway Norse has been scheduled to identify the maintenance requirements for the site.
- c) Quotes had been received for three gates to the site (over £1,000). Fence repairs have been carried out by Colyn Property Services.
- d) The option of taking in the site via a lease would also be investigated, although the parish council are funded to carry out the regular maintenance and the work will still be required and the funding retained.

144 17 FINANCIAL

- a) Finance Monitoring Reports (to 31 October) Circulated and noted
Receipts October
Bank Interest £81.16, Youth Club Tuck/Subs £157.45, KALC Training Refund £144. A VAT refund of £599.43 had been received in November.
- b) **To make November payments Proposed – Cllr Morrice, seconded – Cllr Forrest that the payments as listed be paid. – ALL AGREED** (the payments list was signed by the proposer and seconder)

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	191101		
John Price Salary/less PAYE	191102	**	
Mick Smith Salary/less PAYE	191103		
Marion Eades Cover for JP/MS	191104		
Zoe McCall Youth Club	191105		
HMRC PAYE	191106	388.99**	
NEST Employee/Employer Pension	191107	67.76	
EDF Energy Brimp Electricity DD	191108	81.00	3.86
M&L Contracting Countryside Contract		1,565.00	
M&L Contracting Cross Park		308.33	
M&L Total payment	191109	2,257.99	376.33**

TJF Prop Maint Active Cemetery	191110	160.00	
Colyn Property Services VH Maintenance	191111	60.00	
Colyn Property Services VH Maintenance	191112	60.00	
Colyn Property Services Shellduck Fencing	191113	277.68	
Colyn Property Services VH Maintenance	191114	60.00	
Just Bins - Street Cleaning Black Sacksx2	191115	51.60	8.60
C&CWPC - Share CF SLCC Subscription	191116	167.64	27.94
RIALTUS Software Asset MNGMNT Invoice Bal	191117	36.42	6.07
BRBL Poppy Appeal - Wreath	191119	100.00	
K Draper - Brimp building supplies	191120	150.66	35.12
L Newstead - Youth Club Tuck	191121	72.99	

**Paid previously, to note ** corrected amount on checking
payslip/invoice (reported by email)**

- c) **2020/2021 Budget** – Ideas required for the Draft Budget. A special meeting of the Finance Committee will be organised for 28/11 at 14:00 to go through the initial budget.

**Exclusion of Press and Public: Proposed Chair, Seconded Cllr Huntley-Chipper
ALL AGREED due to personal information discussions (items 18)**

145 18 STAFFING ISSUES

- The Youth Worker has resigned and given notice to leave on 27/11. Lisa Newstead will fill in for the role on a voluntary/non-paid basis.
- A Street Cleaner meeting had been held (24/10) to go over issues reported with thoroughness of street cleaning, use of equipment and other issues.
- DBSs need to be renewed. Blank and completed forms to the Clerk.
- The Chair identified potential for £1,000 to furnish the Brick Store with some musical instruments and storage. To be considered as part of the new budget process. Users to be identified.

146 19 DATE AND TIME OF NEXT MEETINGS

The next meeting will be Wednesday 11th December 2019 at 6:30pm at the Cross Park Pavilion, Avery Way, Allhallows.

147 20 FUTURE AGENDA ITEMS – None

At 21:25 pm The Chair Cllr Chris Draper closed the meeting.

Signed as a correct record of the proceedings.

Chair of Allhallows Parish Council

Action Point	Details	Review	ACTION
OCTOBER 17 (discussed at November & December meeting)	Cross Park – Community Facilities	Turners Group proposing permissive path/Bowling Green/Community Centre extension to Pavilion and permanent Changing Rooms as part of a s106 agreement for an extension to their residential park. Agreement in principle awaiting further details, Follow-ups underway with Turners. Turners report planning application submitted MC/18/0288. Further meeting with Turners Group who are looking to submit a planning application for the community facilities on behalf of the parish council. Rural Kent appointed to help with 'project management' if approval granted. Permission for 81 chalets now agreed, awaiting update on development from Turner Group	Chair/Clerk
FEBRUARY 17 C2017/1594	Street Cleaning	Site and dumpster required for street cleaners' bags until collected Site identified at Shellduck/Avery Way junction – details to be followed up. Drawings required so that consultation with Medway Planning can be done. Drawings sent to Dave Harris (Medway Council Planning) to see if planning permission is required. Planning Permission required – papers sent to John Liddiard. Planning application refused. Now re-submitted but refused again.	Clerk following up with Street Cleaners Chair/JC
AUGUST 18 C2018/1749c	Cross Park Electricals	An electrical inspection faults (non-critical) investigation is outstanding and will be scheduled soon. BTD have carried out maintenance work. Trying to arrange a visit to Allhallows Park (The mains feed) Now incorporated in a formal electrical inspection.	Clerk