



ALLHALLOWS PARISH COUNCIL

MINUTES OF THE PARISHCOUNCIL MEETING HELD ON WEDNESDAY 11th JUNE 2025

Cross Park Pavilion @ 6:30pm

PRESENT:

Cllr Chris Draper	Chair
Cllr Yvonne Forrest	Vice-Chair
Cllr Karen Draper	
Cllr Sue Morrice	
Cllr Trevor Bowley	
Cllr Kim Wood	
Mr Chris Fribbins	Parish Clerk

Apologies: Cllrs Jean Sheaves, Claire Tarry

In attendance 62

- 207 1 **APOLOGIES FOR ABSENCE** Cllrs Tarry (Family), Jean Sheaves Proposed to Accept Apologies Cllr Forrest, Seconded Cllr Mrs Draper **ALL AGREED**
- 208 2 **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest – Cllr Wood (Cross Park Association)
Audio Recording – Cllr Morrice – Audio recording for personal use
- 209 3 **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 14th May 2025** Proposed Cllr Morrice, Seconded Cllr Bowley as a correct record – **ALL AGREED**. Minutes of Annual Parish Council Meeting, agreed to note (will be formally agreed at the next annual meeting)
- 210 4 **MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) – None**

SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):

Most of the attendees had concerns about the proposals from Gatsby's for a 350 home development behind Stoke Road and down Binney Road. The clerk explained the current position with this proposal in planning terms – this was pre-planning to gauge the views of Allhallows residents and any issues that it would bring, It had not been submitted to Medway Council (the planning authority) and as such was not open to formal objection although residents could express their views in this pre-planning consultation (extended to 16/6/25) after the exhibition that had been held at the Village Hall. The status of the proposal would be affected by the upcoming Medway Local Plan (Regulation 19) consultation at the end of June when we would know if the site was included for development (likely supported) or excluded (likely not supported) The timing of the proposal would lean towards the former due to timing), Some residents felt the need to work with other parish councils and the consider the appointment of legal planning advice. Issues with the development were put forward and discussed.

A resident questioned the loss of 'street/junction mirror' at the Stoke Road/Avery Way Junction. It was explained that there were issues with their placement and many highway authorities had prohibited their use (dazzling drivers approaching the junction from the side road). The parish council had raised issues with this junction in the past, but Medway Council had declined to make any changes.

A representative of Cliffe Woods Colts FC enquired about the use of playing fields in Allhallows for their teams. The parish council supported the use of the grounds (Cross Park alongside Cross Park Association), and the suggestion would be followed up.

211 5 **CLERK'S REPORT –**

- a) **Arrangements for the Internal Audit and Annual Report (AGAR) 2024-2025** will require an Extraordinary Meeting to approve – The Chair (and meeting) agreed to arrange the extraordinary meeting for Friday June 13th at 7pm was agreed. (later moved to Friday June 20th due to insufficient notice period and preparation of the AGAR reports).
- b) **Contact** had been made with the Medway Council Leader and Cabinet Member for Environmental issues in response to issues raised regarding the Haven site, a suitable date will be sought (parish council meeting dates normally clashed with council meetings).

212 6 **GRANT REQUESTS –** A request has been received from Kent, Surrey, Sussex Air Ambulance. As this service provided vital service for the parish, the request was approved – Proposed Cllr Mrs Draper, Seconded Cllr Forrest that £400 be granted ALL AGREED.

213 7 **PLANNING**

- a) **Allhallows Neighbourhood Plan** – The designation of the Allhallows Parish has been approved. A steering committee will now be required and funding for a planning consultant and village consultation will be required (when the Medway Local Plan has been agreed by Medway Council for Regulation 19 at the end of June.
- b) **Draft Medway Local Plan 2041** – Nothing further expected until the draft plan is due to be agree at the end of June (for a six-week consultation in July and beginning of August.
- c) There had been a further approach by the developers of land to the rear of Stoke Road/Binney Road regarding their development of 350 homes (further consultation had been organised for residents/stakeholders and an exhibition held at the Allhallows Village Hall).

214 8 **HIGHWAYS AND FOOTPATHS**

- a) **Footpath Officers Report** – Cllr Bowley and Mr Don Baulk had presented their reports on issues and work carried out in May, They were thanked for their work, the RS10 Style was reported as unsafe (damage from cattle rubbing against it) and would be raised with the Medway Council Public Rights of Way officer (the clerk would be meeting with her soon).
Work had been carried out by contractors in Avery Wood (left in very untidy state) and RS12 (probably UK Power Networks, to be followed up by PROW officer at Medway due to the excessive work)
- b) **Verbal contributions** – There continues to be problems with potholes, especially Ratcliffe Highway. Fly-tipping continues and is actioned by Medway Council when reported.

215 9 **LOCAL REPORT/ISSUES**

- a) **Countryside Contract** – work had been carried out, but further visits required to complete the work. Highway verges had been delayed due to a major equipment failure, Work continues to be monitored, and the contractor chased a necessary (issues are reported annually at the peak growing season, which had been delayed this year). It was noted that the Medway Norse grass cutting contract had been cut in half this year in other areas.
- b) **Street Cleaning** – Some equipment had been stolen when left unattended.
- c) **Active Cemetery** – Nothing to report, maintenance continues.
- d) **General Issues** – Some issues being raised with the closed churchyard maintenance (part of Countryside Contract), contractor to be chased.
The poor condition of the fencing at Shelduck Woods was reported. Medway to be informed.

Arrangements are starting for the 2025 Christmas Tree. The Chair will be meeting the Haven manager to seek approval for a more permanent for future trees in the land at the Haven/Avery Way entrance (since approved).

- 216 10 CROSS PARK IMPROVEMENTS (including s106)**
- a) **Update on works completed and outstanding.** Details pursuant to the planning approval need to be approved before any construction work can commence. The Chair is progressing this with the architect/planning agent (estimated at £8k).
 - b) The Chair as not yet been able to seek a quote for providing lighting in the Car Park.
 - c) A further Trustee meeting was held (3/6/25).
 - d) Cross Park events planned (24/8 Car Show, 5/7 Festival One)
 - e) SSE grant supplication has been raised by Cross Park Association for an Extractor Fan and oven in the kitchen.
 - f) Proposed Cllr Forrest, Seconded Cllr Mrs Draper that priority of works order would be Car Park lighting, CCTV, Shutter upgrade (to larger windows) ALL AGREED.
- 217 11 YOUTH CLUB REPORT**
- a) **Youth Club Issues** – Numbers had increased. 30-40 kids following Easter holidays. Some potential adult volunteer help has come forward. End of term party being planned,
 - b) **Extending Brick Store** – Quote accepted at the January meeting, liaison with the contractor underway and detailed drawings being created for builder work to commence, but some issues being experienced with excessive/costly requirements raised by Development Control (Wilkinsons)
 - c) **Brimp Site Usage** – Karate operating on Wednesdays, Football training for youths on Monday, Youth Club Tuesday, and Allhallows Scouts now active (initially Squirrels/Beavers/Cubs). Brick Store usage continues for film making. Scouts have paid the rental charge. Further usage has been invoiced (£500 to end of April)
- 218 12 CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**
- a) **KALC (Medway)** – Next meeting 30/7/25.
 - b) **Medway Council Rural Liaison** – A special meeting has been arranged and open to all Parish Councillors and Clerks for a presentation on the Draft Medway Local Plan 25/6).
 - c) **Village Hall** – Cllr Forrest – A general meeting is to be arranged. Meeting due in July. Some further issues with the Nursery being addressed.
 - d) **Cross Park** – Cllr Bowley/Forrest – AGM Meeting took place; further meeting being scheduled.
 - e) **Friends of All Saint's Church** – Cllr Forrest – regular events scheduled (community café, Applause theatre). Canon Neil Bunker appointed to Allhallows, High Halstow, Stoke and Grain for up to three years, scaffolding for weathervane still in place – concern about going cost and delay in refitting the vane.
 - f) **Slough Fort** – Season open for visitors to the site. Annual events and VE day events held. A Whose Hoo event was held on 19/5/25.
- 219 13 REPORTS FROM OTHER MEMBER RESPONSIBILITIES**
- a) **Allotments** Cllr Forrest Nothing to report. Key cut by PC as lock was jammed.
 - b) **Recreation Ground and Playpark** Cllr Morrice/Bowley – Annual Play Equipment inspection. Some repairs were carried out by Colin Davis. Grass/Algae collecting around equipment and on matting.
 - c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available. A letter of concern with traffic to and from the site and severe delays in Avery Way on check-in has been raised with the manager,

Medway Council highways officers and senior councillors (meeting to be arranged).

- d) **Peninsula East Primary Academy School Liaison** – Liaison continues. 23/6 meeting to progress 'Secret Garden' Cllr Bowley/Draper in Cross Park and talk and walk around the area .
- e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Liaison to continue with new contacts – meeting not yet arranged.– S106 contributions to the Cross Park improvements are dependent on occupation of the site. Future location of new noticeboard agreed. Trees had been cut down in the boundary.

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FINANCIAL

- a) **Finance Monitoring Reports** –Bank balances 31/05/25. **Agreed to note**, bank reconciliations signed by the meeting Chair.

- b) **Income/Receipts**

May

YC Tuck/Subs	£150.00
C Fribbins Vodafone Repay March	£59.13
C Fribbins Vodafone Repay April	£60.72
Karate Hire	£50.00
Scout Hire (tbc)	
Brick Store Hire	£50.00
Medway Council Precept	£91,900.00
Current to Base Rate Transfer	£90,000.00

June

YC Tuck Subs	£80.00
YC Tuck Subs	£70.00
RIAB refund CF	£90.00
Cool-Tech Refund	£444.00
Karate Hire	£75.00
Brick St	£100.00
Scouts Br	£500.00
Bank Interest	£298.36
Base Rate to Current Transfer	£10,000.00

- c) **To make/note payments for June 2025.**

Proposed Cllr Forrest, Seconded Cllr Bowley – All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution

	250601		
John Price Salary/less PAYE	250602		
Mick Smith Salary/less PAYE	250603		
Mick Smith Broom/Hoe	250603A	17.00	
Colin Davis Salary/Less PAYE	250604		
HMRC PAYE	250605	709.00	
NEST Employee/Employer Pension	250606	82.68	
EDF Energy Brimp Electricity Bill DD	250607	151.95	7.24
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total Payment	250608	2,289.98	381.66
National Broadband Cross Park	250609	54.00	9.00
IRIS Staffology Payroll Software DD	250610	12.00	2.00
TJF Property Servs Active Cemetery C218	250611	160.00	
TJF Property Servs Active Cemetery C219	250612	160.00	
Vodafone Brimp Wi-Fi (net £38)	250613	98.62	16.43
Karen Draper Cool-Tec Refund double pay	250614	444.00	

Riata's Accounts/Asset S/W	250615	452.40	75.40
Mikes Maindrain Brimp Septic Tank Empty	250616	210.00	35.00
Phoenix Fire Alarms Replace extinguishers	250617	480.00	80.00
Community Sports Academy YOUTH CLUB	250618	60.00	
Kent Surrey Sussex Air Ambulance	250619	400.00	

Zurich Annual Insurance	250550	2464.64	
Phoenix Fire Alarms Inspections Brimp CP	250551	360.00	60.00
Brian Foster Community Payback Parts	250552	11.89	
Cantia Arboricultural CP Extension Plann	250553	345.00	
RIAB CF Payment in Error CF Refunded	250554	90.00	
ZEMPLER/Youth Club			
Farmfoods YC Tuck	250590	76.52	
Booker Wholesale YC Tuck	250991	86.76	
Debit Card/Already Paid * Awaiting Invoice			

The exclusion of press and public to discuss personal staff and contract issues

Proposed Cllr Draper, seconded Cllr Forrest – All Agreed

- 221 15 STAFFING ISSUES** – Potential replacement required for a Street Cleaner (notice period not yet notified). A potential job vacancy to be advertised.

A Conveyancing Solicitor had raised an issue with Parish Council approval required for building changes on property in Avery Way. A request had been made for this in writing as it was not recognised. Proposed Cllr Draper, Seconded Cllr Wood the Clerk be authorised to deal with the matter if required.

A letter of resignation has been received from Cllr Tarry. Medway Council would be informed and the Vacancy for Councillor published,

- 222 16 DATE AND TIME OF NEXT MEETING**

The next meeting will be the June Parish Council Meeting on Wednesday 11th June 2025 (Cross Park Pavilion 6:30pm).

- 223 17 FUTURE AGENDA ITEMS**

None, at 22:00 The Chair closed the meeting.

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