



ALLHALLOWS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 13th MAY 2020**

ONLINE (ZOOM) After Annual Meeting 19:20

PRESENT: Cllr Chris Draper Chairman
Cllr Pat Huntley-Chipper Vice-Chair
AUDIO
Cllr Karen Draper
Cllr Yvonne Forrest
Cllr Sue Morrice
Cllr Trevor Bowley AUDIO
Cllr Len Lovatt AUDIO
Mr Chris Fribbins Parish Clerk

Apologies:

Absent:

In attendance

Cllr Cook

1 members of the public

253 1 APOLOGIES FOR ABSENCE

None

254 2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)

Declarations of Interest

Cllr Huntley-Chipper declared involvement as Cross Park Association Committee but as Parish Council Rep, can speak and vote on items regarding Cross Park.

Audio Recording - Cllr Karen Draper, Cllr Morrice for Personal Use

255 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 15th APRIL Proposed as a correct record by Cllr Mrs Draper, Seconded Cllr Morrice. AGREED.

256 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) - None

257 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 representative of wHOOcares was present and updated the parish council on their activities during COVID19 restrictions. Limited house visits but more telephone support.

258 6 CLERK'S REPORT

Any other items to report that do not appear elsewhere on the agenda.

There had been a request for the Parish Council to support the application from both Slough Fort (By email) and indirectly by Friends of All Saints Church. Both are for the same fund – Ecclesiastical Movement for Good awards (£1,000). It was not clear if multiple support online forms could be made. Proposed Chair, Seconded Cllr Forrest that priority be given to Slough Fort – ALL AGREED (*after the meeting it was confirmed that both organisations can be supported so both were*).

A resident of Stoke had reported a missing drain cover in Stoke Road.

259 7 ANNUAL RETURN (AGAR)

The Internal Auditor report has been received from the external auditor (circulated)

- 259a 7a. The Section 1 - Annual Governance Statement 2019/20 as circulated was Approved for signing by the Chairman and Clerk Proposed Cllr Forrest, Seconded Cllr Mrs Draper was AGREED.
- 259b 7b The Section 2 – Accounting Statements 2019/20 as circulated and previously certified by the Responsible Financial Officer was Approved for signing by the Chairman. Proposed Lovatt, Seconded Cllr Morrice was AGREED.
- 260 8 **BRIMP DEVELOPMENTS**
- a) **Progress of football arena.** The Clerk and Chair reported on the latest situation. The work had been completed and grass seeded (now being watered). Since the previous meeting, the use of turf had been investigated but ruled out on cost and that contractor had purchased the grass seed. The contractor has sent an invoice for the remainder of the quote (£1,000 +VAT) see payments for approval. He had also reported extra work carried out on the site to remove soil and import some new topsoil, with additional plant hire and labour costs, he has issued a further invoice for £3,000. The work had not been authorised in writing and there was only approval for expenditure within the quote agreed. The contractor acknowledged this but asked if the parish council could consider a 50:50 split of the £3,000. This was discussed and proposed by Cllr Morrice, Seconded Cllr Mrs Draper that a decision on the extra work be deferred to the June meeting to allow parish councillors to visit the site and inspect the quality of work before the meeting AGREED
- b) **Verbal Report on Brimp progress.** No progress to report during closedown.
- c) **Extension of Brick Store** – Medway Planning had been approached by the Clerk to get an initial view of the proposal to insure there were no listed building They had requested drawings of the proposals – John Liddiard to be approached.
- d) **Electrical Inspection of the Brimp** – There had been several issues raised. It has been agreed that issues relating to the Brick Store be carried out at the cost of the builder and other issues to be rectified by BTD Electrical – still to be scheduled when lockdown restrictions eased.
- 261 9 **GRANT REQUESTS**
- A request for funding had been received via Strood Youth Centre towards summer activities (August) for youth in Allhallows. Proposed Cllr Forrest, Seconded Cllr Huntley-Chipper that £1,000 be granted (as budgeted) subject to the relaxation of COVID19 restrictions to allow the activities. Funds to be released when the activity is allowed. ALL AGREED.
- 262 10 **INTERNET/BROADBAND ACCESS AT CROSS PARK/THE BRIMP**
- A 4g Solution has been identified (and the device could probably be shared between the Brimp and Cross Park. However, the parish council would still prefer a landline connection, and this cannot be installed before July at the earliest. The Chair has spoken to an OPENREACH engineer and it is possible that a charity option may be available – waiting for feedback.
- 263 11 **PLANNING**
- a) **Allhallows Planning Applications** – None
- b) **Medway Local Plan** – No further update
- 264 12 **HIGHWAYS AND FOOTPATHS**
- a) **Parking Restrictions** – Nothing further
- b) **Footpath Officers Report** – Cllr Bowley reported on his clearance works in Cross Park, Recreation Ground, Shellduck Woods, Avery Way Wood (Path) and footpaths.
- c) **Verbal contributions** – Cllr Mrs Draper reported on horses on Shellduck Close that seemed to be heading for the Recreation Ground. Prohibition Signs for horses/motor bikes to be followed up.
Cllr Morrice reported fly-tipping in Homewards Road.
The Clerk reported that there had been a concern on Facebook about hedgerow cutting on Ratcliffe Highway. This was work carried out by our contractor and only soft green vegetation had been cut down and hedgerows trimmed for road safety reasons.
A resident in Avery Way had asked if he could clear brambles etc. from Cross Park

to the rear of his property (near Post Office), access to Cross Park required to access and remove arisings.

- 265 12 **CROSS PARK ISSUES**
- a) **Expansion of Facilities** – Still no further feedback at present work starts on their site expansion in the Autumn – to be followed up after the lockdown,
 - b) **Building/Land Issues** - Cllr Bowley's monthly report was circulated.
 - c) **Electrical Inspection** – To be scheduled after the lockdown is ease
 - d) **Temporary Harras Fencing** – Has been erected by Turners Group to limit access to their land and Johnson's field to and from the Recreation Field and Cross Park – some of this had been vandalised and torn down. It continues to be monitored.
- 266 13 **YOUTH CLUB/YOUTH**
- a) **Youth Club –Future Planning** – Stood down due to lockdown. The Chair had acquired a trampoline for use at the Brimp.
- 267 14 **THE BRIMP ISSUES**
- a) **Electrical Inspection** – carried out some failures to be corrected by builder when lockdown eased,
- 268 15 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**
- a) **ALLHALLOWS PACT** – Cllrs Cook and Morrice – No meetings.
 - b) **KALC (Medway)** – Cllrs Cook and Morrice – No meetings.
 - c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – No meetings.
 - d) **Village Hall** – Cllr Lovatt – No meetings.
 - e) **Cross Park** – Cllr Huntley-Chipper – (reported by Clerk) No meetings due to lock down. There may be an opportunity to treat the wooden steps from the pavilion to the football pitch.
 - f) **Village Fete** – Cllr Forrest – No meetings.
 - g) **Friends of All Saint's Church** – Cllr Forrest – No meetings.
- 269 16 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**
- a) **Allotments (Cllr Forrest)** – Nothing to report (allotments do not have any COVID19 restrictions other than social distancing).
 - b) **Recreation Ground and Playpark** (Cllr Forrest and Vice Chair) Play Park is officially put of use due to the lock down, but unable to practically lock out of use – there had been some 'unofficial' usage, but this had been reported. Grass continues to be cut, on a reduced schedule).
 - c) **Bourne Leisure Liaison** (Cllr C Draper) – No meeting due to lock down.
 - d) **Allhallows Primary School Liaison** (Chair) – Closed due to Covid-19.
 - e) **Turners Group** – Awaiting feedback from their review and dates for development.
- 270 17 **SHELLDUCK LAND UPDATE**
- a) **Trees overhanging neighbouring gardens** – Nothing further to report.
- 271 18 **FINANCIAL**
- a) Finance Monitoring Reports (to 30 April) Financial reports were circulated, all noted.
Receipts April/May Noted
April Medway Council – Precept £53,474, CTRS £2,860, Rural Liaison £4,801
May HMRC – VAT Refund 1/3/20-31/3/20 £547.93
 - b) **To make payments for May 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 | 200501 |
| John Price Salary/less PAYE | 200502 |

Mick Smith Salary/less PAYE	200503		
Marion Eades Cover for MS	200504		
HMRC PAYE	200505	332.05	
NEST Employee/Employer Pension	200506	64.83	
EDF Energy Brimp Electricity DD	200507	102.00	4.86
M&L Contracting Countryside Contract		1,565.00	
M&L Contracting Cross Park		316.66	
M&L Total payment Subject to invoice	200508	2,257.99	376.33
TJF Prop Servs Active Cemetery	200507	160.00	
TJF Prop Servs Active Cemetery	200510	160.00	
Colyn Prop Servs Village Hall LM	200511	60.00	
Colyn Prop Servs Village Hall LM	200512	60.00	
Wormleighton Brimp External Tap	200513	115.00	
Pauline Bowdery Internal Audit	200514	80.00	
HP Inc Limited Clerk Laptop PC	200515	846.04	141.00
CrossParkAssociation Annual Revenue Grant	200516	2,500.00	
AllhallowsVillageHall Annual Revenue Grant	200517	2,500.00	
Rialtus Business Systems move of s/w	200518	30.00	5.00
AJS Construction Group Brimp Football Arena	200519	1,200.00	200.00
Strood Youth Centre summer activities	200520	1,000.00	
Just Bin Bags Street Cleaner black sacks	200521	51.60	8.60

Paid previously, to note

*To be calculated EOY

**On receipt of Invoice

*** Corrected total (Rialtus) and reference numbers (Clerk)

272 20

STAFFING ISSUES

a) Noted that the Street Cleaners continued to carry out their work, although there was less litter as people were staying at home and the school was closed. Some people are using Norse and Parish Council litter bins for their domestic litter and filling them.

273 21

DATE AND TIME OF NEXT MEETINGS

The next meeting will be Wednesday 10th June 2020 at 6:30pm online using ZOOM (Meeting Number and Meeting Password to be made available on request by email, by 5:30pm on the date of the meeting)

274 22

FUTURE AGENDA ITEMS – None

At 21:00 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. Appealed	Clerk
AUGUST 18 C2018/1749c	Cross Park Electricals	An electrical inspection faults (non-critical) investigation is outstanding and will be scheduled soon. BTM have carried out maintenance work. Trying to arrange a visit to Allhallows Park (The mains feed) Now incorporated in a formal electrical inspection in January 2020 – Inspection to be completed after 'lockdown'	Clerk