

Allhallows Parish Council

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TO ALL MEMBERS OF THE COUNCIL

You are hereby summoned to attend a MEETING OF ALLHALLOWS PARISH COUNCIL at the Cross Park Pavilion, Avery Way, Allhallows, on Tuesday 11th April 2017 at 6:30pm.

Councillors and members of the public are reminded that discussion of confidential information (i.e. personal matters and contract tenders must not be discussed in the open meeting and at any time the council may need to exclude press and public on a temporary basis to discuss these).

AGENDA

1. **To note apologies for absence.**
2. **Declarations of Interest of any item on the agenda**
3. **To receive and sign the minutes of the Parish council meeting 14th March 2017**
4. **Matters arising from minutes (not on Agenda or in Action Points)**
5. **To note the updates on the action points from previous meetings**
SUSPENSION OF MEETING FOR PUBLIC SESSION
15 minute session: To receive questions and comments from the public.
Matters raised may be placed on the agenda for the next or subsequent meeting(s).
6. **Clerk's Report (not on Agenda)**
 - Update on issues and actions since Council meeting 14th March 2017
 - Correspondence
 - Landscape Partnership Scheme for the Hoo Peninsular (led by RSPB) Update.
 - Annual Parish Meeting – Date Agreed (Wednesday 26th April) – Presentations/Invites ?
7. **Grant Requests –**
Allotments request outstanding.
8. **Planning**
 - a) **Medway Local Plan –**
Consultation Period extended to 17th April – A draft response will be circulated before the meeting.
 - b) **Allhallows Plans for comment**
MC/17/0938 KINGSMEAD PARK, ALLHALLOWS, ROCHESTER, ME3 9TD
Details pursuant to condition 4, 6, 9, 11, 13, 14 & 15 on planning permission MC/16/1398 for change of use of land for the siting of three additional residential park home caravans.
MC/17/0684 134 AVERY WAY, ALLHALLOWS, ROCHESTER, ME3 9PX
Neighbourhood consultation application for the construction of a single storey rear extension The details submitted are as follows: The extension will extend beyond the rear wall by 5m The maximum height of the proposed extension from the natural ground level is 5.3m Height at eaves level of the proposed extension measured from the natural ground level is 2.5m
9. **Highways and Footpaths**
 - Potential Parking Restrictions – Medway – marked up map to be supplied by Parish Council
 - Footpath Officers Report (written report circulated)
 - Verbal contributions from Councillors
10. **Cross Park – Land Management Issues**

Permissive footpath from Cross Park to Recreation Ground – Documentation raised by Medway Council and sent to Turners Parks Group – site meeting scheduled for 26th or 27th April to look at Turners Parks Group plans.

Awaiting report from Medway Greenspaces about options for Cross Park.

Progress update and discussion about Changing Room provision (now grant received).

There are concerns about specific dwellings unauthorised breaching of the boundary between their properties and Cross Park – advice is being sought.
11. **Youth Club/Brimp Report**

Numbers continued to increase in March, although reduced in April as the school holidays started. Closedown on Tuesday 11th and 18th recommended. More adult help/volunteers are still required. Review of Friday and older sessions still outstanding with a possibility of Thursday as an alternative. Some internal decorating is underway. Equipment is being assessed and replacement/repairs sourced.

There has also been a lighting fault (following the upgrade of the power supply) and four lights have been sourced and the electrician will fit them Free of Charge 18/4.

A quote is awaited from Colin Davis on fitting the capping to the Football arena and some general maintenance (parts to be sourced from ITSAGOAL) as an alternative to the quote from ITSAGOAL. Discussions continue to seek assistance from Bourne Leisure to light and repair parts on the Brimp Road.

12. **Hedgerow and Green Space Devolved Contract**

Turfsoil mobilised to take on the work from 1st April. Further clarification on details underway.

13. **Contributions from Representatives (2016/2017) on external bodies**

- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
- Rural Liaison (Cllr. K. Draper)
- Police Liaison (Cllr. Luck, Substitute Cllr. D Bennett)
- Village Hall (Cllr. Forrest)
- Cross Park Association (Cllr. Luck) – Suggest there next meeting discusses governance
- Friends of All Saints Church (Cllr S Bennett)

14. **Reports from other member responsibilities**

- Allotments (Cllr. Forrest)
- Recreation ground and playpark (Cllrs. Forrest and Huntley-Chipper (Vice Chair)) – (there is graffiti on play equipment that needs to be cleaned off).
- Bourne Leisure Liaison (Cllr. C Draper (Chair))
- Allhallows Primary School Liaison (Cllrs. D & S Bennett)

15. **Management of Council's Land and Property**

Follow-up meetings with relevant committees to be arranged

16. **Financial**

- Finance Monitoring (including draft end of year balance/reserves)
- To make payments – online payment and cheque list attached for councillors (final version at meeting)

Nb. **If** personal payments **need** to be discussed the Press and Public will need to be excluded)

- Year End 31/3/17 – suggest meeting of the Finance and GP be convened in April to discuss draft annual return figures before submission to internal audit.

17. **Staffing Issues**

nb. If personal issues need to be discussed the Press and Public will need to be excluded.

Report on Appraisals (JP, KC, MS)

To consider 2017/2018 salaries from 1st April 2017 for:

Clerk (CF) – National terms and conditions apply

Street Cleaners (JP, KC, MS) - National terms and conditions apply

Cross Park Cleaner (DC) – National Living Wage increase to £7.50 per hour.

Training for Playground Inspection – Three cleaners + Colin Davis + one arranged.

18. **Date of next meetings –**

Annual Parish Meeting Wednesday 26th April 2017@ Cross Park Pavilion 7:00pm

Finance and General Purposes Advisory Committee, Friday 28th April 2017 @ Cross Park Pavilion, 5pm

Parish Council Annual Meeting, Tuesday 9th May 2017 @ Cross Park Pavilion, 6:30pm

Parish Council Meeting, Tuesday 9th May 2017 (2nd Tuesday) @ Cross Park Pavilion, to follow Annual Meeting

19. **Future agenda items**

Chris Fribbins, Clerk to the Council

5th April 2017