

**ALLHALLOWS PARISH COUNCIL****MINUTES OF THE MEETING HELD ON WEDNESDAY 24 OCTOBER 2012 AT ALLHALLOWS VILLAGE HALL, STOKE ROAD, ALLHALLOWS AT 7.15 pm**

<b>PRESENT:</b>	Cllr Mark Skudder	Chairman	
	Cllr Mrs Yvonne Forrest		
	Cllr John Lambourne		
	Cllr Alan Marsh		
	Cllr Mrs Wendy Myers		
	Mrs Roxana Brammer	Acting Clerk	Except item 17b
In attendance	Mr Mick Smith	Footpaths Officer	
	4 members of the public		

<b>Item no</b>		<i>Action point</i>
Minute no 2012/13/		

**1 APOLOGIES**

209 Apologies for absence were received from

Cllr Mrs Pauline Martin	indisposed
Cllr Mrs Noleen Skudder	Family reasons

It was proposed by Cllr Marsh, seconded by Cllr Mrs Myers and carried unanimously that these apologies be accepted by the Council.

**2 CODE OF CONDUCT****210 a Ratification of Adoption of Code**

The draft code, adopted subject to its adoption by Medway Council on 18<sup>th</sup> July 2012, had subsequently been adopted by Medway Council. It was proposed by Cllr Skudder, seconded by Cllr Marsh and agreed that the Parish Council's adoption be ratified. Councillors were given disclosable interest forms, which had to be completed and returned to the Monitoring Officer within 28 days.

**211 a Declarations of Interest**

Cllr Skudder declared a personal interest in item 9b The Brimp as Chairman of the Youth Club. Cllrs Lambourne and Mrs Myers declared personal interests in item 9b The Brimp as helpers at the Youth Club.

**3 MINUTES OF THE MEETING HELD ON 19 SEPTEMBER 2012**

212 It was proposed by Cllr Mrs Myers, seconded by Cllr Mrs Forrest and agreed unanimously that the minutes of the meeting held on 19 September 2012 be signed as a true record, with the following amendments:

2012/13/187: Add "A damaged dog bin by Slough Fort path (Brimp) was mentioned, plus the need for one at Cross Park

2012/13/197: Add "Mr Huntley-Chipper offered to tend to this as a volunteer."  
2012/13/200: First sentence: delete £1,026 and substitute £1,099".

**4 MATTERS ARISING**

**213 a Item 7a, minute 2012/13/186: Royal British Legion Poppy Appeal**

Cllr Mrs Elms of Stoke Parish Council would contact Cllr Skudder to deliver the poppy wreath.

**214 b Item 8a(i), minute 2012/13/187: Footpath Officer's Report**

The number of the damaged dog bin was CB0091 and this would be reported to Medway Council. A new one at the entrance to Cross Park would be requested.

**215 c Item 8b, minute 2012/13/189: Queensway**

Cllr Skudder said he had not yet contacted Cllr Filmer but would do so and ask him to arrange a meeting of residents..

**216 d Item 8c, minute 2012/12/190: Road Signs**

Cllr Mrs Forrest had spoken to the Golf Club and they had no objection to a sign for Cross park sited behind their sign on Avery Way. The Acting Clerk was asked to contact Informative Signs.

**217 e Item 8e, minute 2012/13/192: Drains, Avery Way**

Cllr Skudder said he had not yet contacted Cllr Filmer.

**PUBLIC SESSION**

The Chairman suspended the meeting for the public session.

Mr. Draper asked why the Questionnaire "cherry picked" projects. Cllr Skudder explained the questionnaire had been based on the work programme and items raised by members of the public". Mr. Draper said the Questionnaire made Cross Park look expensive. Cllr Skudder explained that there were only two projects on the original draft, but a Cllr had made an express request for an additional three projects for Cross Park.

Mrs Draper asked when the Youth Club would be asking for a lease on the Brimp. Cllr Skudder replied that there were no plans to organise a lease for the Youth Club. Cllr Skudder also explained that the cleaner who was about to be employed would be funded by the Youth Club.

Mrs Draper referred to the promotion of Cross Park in the magazine and suggested it warranted a full page. She added that in her opinion Cross Park should be run by the Clerk for the first year to get it up and running. Cllr Skudder explained that Cross Park had been featured several times in the magazine in the past, and there were 4 references to it again in the latest edition. Cllr Skudder also stated that he was having to write articles for Cross Park, because other parties were not submitting any articles.

Mrs Draper mentioned the state of Avery Way and asked the Parish Council to get something done about it.

Mr Apostel enquired about wide load escorts in respect of caravans and over what width were escorts needed.

Mr Smith said a Green Goddess was parked in Binney Road with no form of tax disc in the window.

Mr Price said that the Recreation Ground had been mown but only 20m round the perimeter had been done and the middle had been left.

The Chairman thanked the members of the public and re-convened the meeting.

## 5 PLANNING

### a Applications

- 218 i **MC/12/2158:** 68 Avery Way: Change of use from residential flat at ground floor level to Class A retail including installation of shop front and roller shutter to side

No objection but point out that the proposed panels are at the rear of the building and not the front as stated on Medway Council's website

### 219 b Decisions

The decision as listed on Appendix A was noted.

### c Appeals and Other Matters

#### 220 i Allhallows Leisure Park

Cllr Skudder had spoken to the manager about the quad bike track and relayed the reply to the meeting. Six chalets had been demolished outside the shut period because they had been broken into and were being occupied. Their concrete bases remained in place, to avoid disruption to chalet owners.

#### 221 d Licensing Applications

None.

## 6 FINANCE

### 222 a Bank Balances

The bank balances as listed on Appendix B were noted.

### 223 b Cheques signed since Last Meeting

The cheques signed since the last meeting as listed on Appendix B (103202 - 103203) were ratified.

### 224 c Accounts for Payment

It was proposed by Cllr Marsh, seconded by Cllr Mrs Myers and agreed that the accounts for payment as listed on Appendix B be approved (cheques 103203-103211) with the addition of £67.50, Colyn Property Services (103213); and £258, Allhallows Village Hall (103214).

### 225 d Budget Monitoring

The budget monitoring was noted.

## 7 GRANT APPLICATIONS

226 None.

## 8 HIGHWAYS & TRANSPORT

### 227 a Public Rights of Way

The Chairman suspended the meeting to enable the Footpaths Officer to give his report.

Mr Smith said the tree on the path between the holiday park golf course and caravan park had now been cleared. He had reported fly tipping on the spur road of Homewards Road. Although he had been informed this had been cleared, the lorry had not gone all the way down and now more rubbish had been added. The stile on the sea wall had been repaired. There were broken stiles on the marsh but he was having trouble finding them

The Chairman thanked Mr Smith and reconvened the meeting.

228 **b Road Signs**

The sign for Cross Park to go on the post at the turn of Avery Way was on order. The British Pilot had not offered to pay for an additional sign for the pub.

229 **c Avery Way outside no 164**

Cllr Marsh said he had been trying to get hold of a highways officer. The road was collapsing horizontally and he wanted an officer to look at the entire road. Cllr Mrs Forrest commented that the road was splitting all along and was flooding.

230 **d Avery Way**

It was reported that the speed indicator device in Avery Way was not working properly. Cllr Skudder said he would report it.

*MS*

**9 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY**

**a Cross Park**

231 i. Premises Licence. An advertisement would have to be placed in a newspaper. Prices given by the Kent Messenger (c £180) and by Kent on Sunday (c £100) were approximate as it depended on the length of the advertisement. It was proposed by Cllr Skudder, seconded by Cllr Mrs Forrest and agreed the advertisement be placed in Kent on Sunday.

232 ii. Business rates. Relief had been applied for but as yet there was no response.

233 iii. PRS/PPL Licences. Forms were being sent.

234 iv. Proposal by Cllr Skudder to allow residents access to effect fence and other reasonable repairs to their properties. Cllr Mrs Forrest seconded this but also proposed an amendment that it would need monitoring and there should be conditions that the padlock number should not be given out, that no access would be permitted in adverse weather conditions and that the resident being given permission would be liable for any damage. The amendment was seconded by Cllr Marsh and carried unanimously.

235 v. Request for concessionary hire by private individual for senior citizens' social on Tuesday afternoons. Cllr Skudder said he had seen the resident and explained that under S 137 of the LGA 1972, grants could not be given to a single individual. He had explained all of this to the resident and had given her advice on setting up a club, with a constitution, so that the council could consider supporting the project with a grant.

236 vi. Landscaping. Cllr Mrs Forrest said she had met with a company who had quoted £580 to do the survey. She needed to see more companies.

**b The Brimp**

237 i. History Group. The History Group had asked if they could use the Brimp by Slough Fort volunteers on 3rd November. Cllr Skudder proposed the Group could use the building as and when they needed to for the Slough Fort project. This was seconded by Cllr Marsh and agreed. There would be a tour of Slough Fort on 27<sup>th</sup> October with a talk by Victor Smith.

ii. Electricity to Storage Building. It was reported the work would be carried out the

- 227 following week.
- 228 iii. Extractor Fans. Three quotations had been sought but only one had quoted correctly. C & G had quoted £667 and it was proposed by Cllr Marsh, seconded by Cllr Lambourne and agreed this quotation be accepted.
- 229 iv. Electricity Bill. The Chairman suspended the meeting to allow Mr Apostel give a verbal report.

Mr Apostel outlined the problems experienced by both himself and the Acting Clerk in resolving the problem. He hoped the matter was now settled.

The Chairman thanked Mr Apostel and reconvened the meeting.

- 230 v. Cllr Skudder reported that he had received an email from the 7<sup>th</sup> Allhallows Scout Leader. He had visited the storage container and found holes in the roof. Cllr Skudder had repaired the holes and showed members photographs. Cllr Skudder had also written back to the scouts, to advise them the container would need some work done on it, to enable it to last longer.

## 10 STREET CLEANING

### 231 a Paddock PC50 Machine

The machine was on order. It was understood from Mr Price that the Brimp storage building needed clearing out.

### 232 b Litter Bin by Premier Mart

Colyn Property Services had quoted £25 to re-site the bin. Fixings would be an additional £12. After some discussion about whether the shop should be asked to pay to re-site it as they had originally agreed the present siting but subsequently had complained. It was proposed by Cllr Mrs Forrest, seconded by Cllr Mrs Myers that the bin be re-sited at the Council's cost.

### 233 c Winter Clothing

The Acting Clerk said that the Caretakers had requested waterproof winter clothing. It was proposed by Cllr Marsh, seconded by Cllr Lambourne and agreed the Acting Clerk purchase what was necessary up to £200.

## 11 COMMUNICATIONS

### 234 a Parish Events Reminder Board

Cllr Skudder said he had not yet had an opportunity to make it up and install it.

## 12 DATE OF NEXT MEETING

- 235 Cllr Skudder said that both he and Cllr Mrs Skudder would be on holiday on 21<sup>st</sup> November. The Vice-chairman said he would also be on holiday. After discussion,

during which it was stated that as long as a meeting was quorate, a chairman for the meeting could be elected from among those present, it was proposed by Cllr Skudder seconded by Cllr Lambourne and agreed the next meeting be held 19<sup>th</sup> December.

## 13 CORRESPONDENCE

### 236 a Recreation Ground Fence

An email had been received from a resident of St David's Road, thanking the council

for installing the new fence on the Recreation Ground.

237 **b Kingsnorth Power Station**

An invitation had been received from E-on for one representative of the council to attend a lunch at Kingsnorth power Station. Members were asked to contact the Acting Clerk if they wished to attend.

14 **REPORTS AND CIRCULARS**

238 The reports and circulars were received.

15 **ANY OTHER BUSINESS**

239 No matters were raised.

**CONFIDENTIAL SECTION**

16 **EXCLUSION OF PRESS AND PUBLIC**

239 It was proposed by Cllr Skudder, seconded by Cllr Lambourne and agreed the press and public be excluded from the following item on the grounds it concerned named individuals and members of staff.

17 **PERSONNEL**

240 **a Appointment of Cleaner for the Brimp**

Of the applications, it was recommended that the post be offered to Mrs Frances Tomlin. The Acting Clerk suggested that the line manager should be a Cllr and member of the Youth Club, for practical purposes. A similar situation exists with the Village Hall cleaner. This was agreed and Cllr Mrs Myers would be the line manager. It was proposed by Cllr Marsh, seconded by Cllr Mrs Myers and agreed Mrs Tomlin be offered the appointment. As Cllr Mrs Skudder had handled the matter thus far, she would be asked to write to Mrs Tomlin.

241 **b Appointment of Clerk**

Following interviews, the Personnel Committee recommended that the position of Clerk and Responsible Financial Officer be offered to Mrs Margot Sturt. After discussion, it was proposed by Cllr Skudder, seconded by Cllr Marsh and agreed by 3 votes for, 0 against and 2 abstentions that the position be offered to Mrs Sturt.

The Chairman closed the meeting at 10:25 pm.

Signed .....Mark Skudder .....Chairman

On the 19<sup>th</sup> day of December 2012