

**ALLHALLOWS PARISH COUNCIL****MINUTES OF THE MEETING HELD ON WEDNESDAY 21 MARCH 2012 AT ALLHALLOWS VILLAGE HALL, STOKE ROAD, ALLHALLOWS AT 7.15 pm**

**PRESENT:** Cllr Mark Skudder Chairman  
 Cllr Mrs Yvonne Forrest  
 Cllr John Luck  
 Cllr Alan Marsh  
 Cllr Mrs Wendy Myers  
 Mrs Roxana Brammer Acting Clerk

In attendance 12 members of the public

**Item no** *Action point*  
 Minute no 2011/12/

**1 APOLOGIES**

650 Apologies for absence were received from

Cllr John Lambourne	Family commitment
Cllr Mrs Pauline Martin	At work
Cllr Mrs Noleen Skudder	Indisposed

It was proposed by Cllr Mrs Myers, seconded by Cllr Marsh and carried unanimously that these apologies be accepted by the Council. Apologies for absence were also received from Cllrs Phil Filmer, Chris Irvine and Tony Watson, Medway Council.

**2 CODE OF CONDUCT****651 a Declarations of Interest and Alterations to the Register**

Cllr Mrs Forrest declared a personal interest in item 11a, Allhallows Little Explorers, as the Council's nominee. Cllr Skudder declared a personal interest as a member of the management committee and Cllr Mrs Myers declared a personal interest as a helper, in item 11b, Youth Club. Cllr Luck declared a personal interest in item 12e Cross Park as he cut the grass and a prejudicial interest should the grass cutting be discussed.

**652 b Standards Committee**

Cllr Marsh reported on a meeting of the Standards Committee. The current regulations would cease on 30<sup>th</sup> June and councils were required to adopt a new code from 1<sup>st</sup> July. Medway Council was working on its new code which it was assumed would be adopted by the parish councils.

**3 MINUTES OF THE MEETING HELD ON 15 FEBRUARY 2011**

653 It was proposed by Cllr Marsh, seconded by Cllr Luck and agreed unanimously that the minutes of the meeting held on 15 February 2012 be signed as a true record, with the following amendments:  
 Renumber items from minute number 2011/12/602 onwards

2011/12/592: Add "Cllr Skudder informed councillors that he had written to 4 members of the public about their conduct during meetings, following a number of complaints received by the chairman, Acting Clerk and Cllr Marsh."

2011/12/602: delete "was" and insert "would like to become" between "Club" and "member of Kent Youth".

2011/12/614: Substitute "L & M Services" for "Cllr Luck".

2011/12/625: Second sentence: substitute "by" for "buy".

Item 18: Add "Neighbourhood Watch to heading "Police Liaison"

2011/12/637: First sentence: substitute "for" for "fro".

2011/12/643: Delete "had" and insert "was looking for volunteers to create".

#### **4 MATTERS ARISING**

##### **654 a Item 23, Minute 2011/12/639: UK Power Networks**

The Acting Clerk reported that she now had a contact at UK Power Networks. They would check the Village Hall but a different division had planned works to the overhead cable in Stoke Road. Through Allhallows's Life, residents would be asked to let her know details of any power problems and these would be forwarded to her contact.

#### **PUBLIC SESSION**

The Chairman suspended the meeting for the public session.

A question was asked about the provision of hard copies of minutes. The questioner was referred to the Council's revised publication scheme under the Freedom of Information Act

It was reported there was litter on the Ratcliffe Highway between Avery Way and the water tower.

A complaint was made about cold calling. It was pointed out this is beyond the Council's remit and complaints should be made to Trading Standards.

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

#### **5 PLANNING**

##### **a Applications**

655 **MC/12/0373:** 26 Stoke Road (formerly the Rose and Crown): Retrospective application for the conversion of former public house to single residential dwelling house including replacement windows and front door and internal alterations and landscaping of proposed curtilage

No objection

656 **b MC/11/2330:** Allhallows Holiday Park: Revised drawings

It was noticed that the revised drawings showed the ownership of Bourne Leisure to include Homewards Road. The Acting Clerk was asked to point this out to Cllr Filmer and the Highways Manager. After discussion it was agreed to respond as follows:

Allhallows Parish Council would like to add the following to its previous comments on this application:

The Parish Council remains concerned about the preservation of the public rights of way.

The site layout shows an access road to the proposed additional caravans on the site of the existing chalets, that runs directly behind properties in Avery Way. The caravans will attract far more traffic than the chalets, due to the nature of occupancy. The Parish Council would like to see the access road re-positioned to minimise traffic nuisance to the Avery Way residents.

The plan shows the boundary of the site to be on the side of Homewards Road opposite to the site, enclosing the road within the site. We understand Homewards Road to be a public highway, maintained by Medway Council. This needs correcting.

657 **b Decisions**

The decision as listed on Appendix A was received.

658 **c Appeals and Other Matters**

None

659 **d Licensing Applications**

None.

**6 FINANCE**

660 **a Bank Balances**

The bank balances as listed on Appendix B were noted.

661 **b Cheques signed since Last Meeting**

The cheques signed since the last meeting as listed on Appendix B (103101, 103102) were ratified.

662 **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 103104-103109) with the addition of £181.50, Clive Stanley (cheque 103110) and £29.97, John Price (103111).

663 **d Audit for the Year 2010/11**

The Acting Clerk said that she had received back the annual return but the external auditor's report was headed "Branston Parish Council" and she had returned it to the Audit Commission.

664 **e Finance Committee**

It was agreed the next meeting would be held on Monday 21<sup>st</sup> May. Venue to be advised.

## 7 GRANT APPLICATIONS

### 665 a Brownies

It was proposed by Cllr Marsh, seconded by Cllr Skudder and agreed that a grant of £200 be made under S 19 of the Miscellaneous Provisions Act 1976.

### 666 b Rainbows

It was proposed by Cllr Marsh, seconded by Cllr Skudder and agreed that a grant of £200 be made under S 19 of the Miscellaneous Provisions Act 1976.

## 8 EXCLUSION OF PARISH COUNCILLORS FROM MEETING

667 Cllr Luck had asked for the item to be placed on the agenda and queried why certain councillors were excluded from confidential sections of committee meetings. The Acting Clerk explained that councillors who were not members of parish council committees had the status of members of the public when attending and were excluded in the same way if the committee went into closed session. She read an extract from a legal topic note provided by the National Association of Local Councils confirming this.

## 9 ANNUAL PARISH MEETING

668 It was proposed by Cllr Skudder, seconded by Cllr Marsh and agreed the Annual Parish Meeting be held on Wednesday 18<sup>th</sup> April at 7.30 pm. The ordinary meeting of the Council scheduled for that date would not be held and the next full council meeting would be the Annual Parish Council Meeting and would be held on Wednesday 18<sup>th</sup> May. The new Monitoring Officer, Perry Holmes, would be invited as guest speaker. It was proposed by Cllr Marsh, seconded by Cllr Mrs Myers and agreed refreshments be provided at a cost of up to £100.

## 10 STREET CLEANING

### 669 a General Matters

It was reported that Mrs Colyer was on holiday and Mr Price was covering her worst areas. Cllr Marsh said that Medway Council had cut the Avery Way grass verge and had not swept up the cuttings. The Acting Clerk would ask about this.

### 670 b Storage Facility at Village Hall

Cllr Skudder said that he and Mr Evans had been to Costco to buy the shed, having telephoned first, but on arrival had found it was out of stock. Subsequent calls had shown no more stock had been delivered. He had sourced a different shed but it was slightly more expensive. He proposed this be purchased as he felt it was unlikely Costco would acquire new stock at the old price. This was seconded by Cllr Marsh and agreed. Councillors were reminded that the storage was part of the rural liaison grant project for street cleaning set up costs.

## 11 YOUTH

### 671 a Allhallows Little Explorers

Cllr Mrs Forrest said numbers were still rather low. Maria Meadows would be leaving. Cllr Mrs Forrest had booked mug painting.

**b Youth Club**

672 Cllr Skudder reported the midnight ice skating had been successful and thanked Peter Apostel for his help.

**12 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY****a Recreation Ground and Playpark**

673 i. General Matters. Maria Cook of Craigdene Ltd was due to carry out the inspection on the play equipment. It was agreed the bushes be attended to on the next project day.

674 ii. Trees. The Acting Clerk reported she had met Simon and Paul Laverock of Laverock Tree Care on site. They were on Medway Council's list of tree surgeons and had carried out work for St Mary Hoo and Frindsbury Extra Parish Councils. They had recommended removal of the sycamore trees and cutting back of one hawthorn from the fence of the Shelduck Close property and had quoted £280. It was proposed by Cllr Skudder, seconded by Cllr Marsh and agreed this quotation be accepted.

675 iii. Fence, St David's Road access. The Acting Clerk said that Dowle Fencing would be contacting her the following week to arrange a site visit.

**676 b Village Hall**

Cllr Skudder reported on the meeting held on 14<sup>th</sup> March. Fund raising events were being planned and the AGM would be held on 25<sup>th</sup> April.

**677 c All Saints Allotments**

Cllr Marsh said he not had the opportunity to speak to Mr Wallace.

*AM***678 d Woodland, Avery Way**

Nothing to report.

**f Cross Park**

679 i. General matters. Cllr Skudder said he had carried out a Health & Safety assessment and had given a summary list of actions to the Association. Benches would be concreted in and three oak trees had been planted.

680 ii. Car park. This was almost completed.

681 iii. Licence to run the Pavilion. It was reported the Association was happy with the concept. Cllr Skudder said the Association would need to provide a business plan.

682 iv. Premises Licence. This would be applied for by the Acting Clerk, but the Association would provide any paperwork that might be needed to accompany the application.

**g The Brimp**

683 i. General Matters. Cllr Skudder reported that MHS Homes had begun the internal redecoration. He thanked Mr Apostel for liaising with them

684 ii. Social Club. Numbers were still low.

685 iii. Football arena. The surface had been relayed correctly. The edge trim remained to be done.

**13 COMMUNITY ACTIVITIES****686 a Project Morning**

It was reported 14 volunteers had attended the last morning. An update would be put in the magazine.

**687 b Councillors' Surgery**

The farmers' market date kept changing. Issues raised at the last meeting included speeding in Stoke Road and Avery way, cars congregating late at night at the entrance to the holiday park and lack of visible policing.

**688 c History Club**

The next meeting would be held on 6<sup>th</sup> May, 3-5pm. They would be discussing their exhibition in the church for the Jubilee weekend.

**d Queen's Diamond Jubilee**

689 i. Big Picnic event. This would be held on the Recreation Ground on Saturday 2<sup>nd</sup> June between 3 and 5 pm. Games would be organised. Everyone attending would bring their own picnic.

690 ii. Garden Competition. This would be promoted in the magazine. It had been suggested the adjudicator should view the gardens over the Jubilee weekend. Cllr Mrs Forrest said she would investigate extra funding. *YF*

**14 BOURNE LEISURE****691 a Representatives' Report**

Cllrs Skudder and Marsh reported on their meeting with the Manager. There was no official view on the estuary airport proposals. The Manager had agreed the sentry post would report back if they saw motor bikes going up the lane to the Brimp. The demolition of the chalets had overrun due to asbestos removal but no more would be demolished after mid-March. Cllr Marsh had raised problems in the village caused by some holiday groups.

**692 b Coastal Community Fund**

Cllr Skudder reported that the Coastal Community Fund was targeted towards sustainable economic growth and was for amounts between £50,000 and £2 million. There was an opportunity to put together a joint application to create a museum in Slough Fort.

**15 MATTHEW HOMES**

693 Cllr Skudder reported he had contacted Medway Council about the buffer zone at Shelduck Close. The developer had a licence until 2013, then the land would be handed back to Medway Council. He had explored the possibility of the land being sold to householders to extend their gardens and had asked about the land being leased or a community asset transfer being made. This was an initial enquiry for budgeting purposes and he did not propose pursuing it further until the licence had expired.

**16 HIGHWAYS AND TRANSPORT****694 a Appointment of Footpaths Officer**

It was proposed by Cllr Marsh, seconded by Cllr Mrs Forrest and agreed unanimously that Mick Smith be appointed Footpaths Officer. Thanks for the provision of maps had been received from Mr Smith.

**17 RURAL LIAISON COMMITTEE****695 a Representative's Report**

Cllr Marsh reported that there had been an update on the proposed Lodge Hill development at the last meeting. The open meeting had been dedicated to the estuary airport proposals. There had been no support for an airport in the area. The Acting Clerk was asked to put the item on the agenda for the next meeting. The next meeting would be on Tuesday 19<sup>th</sup> June. This would be hosted by the Parish Council and held in the school hall.

*RB***18 KALC MEDWAY AREA COMMITTEE****696 a Representative's Report**

No meeting.

**19 POLICE LIAISON & NEIGHBOURHOOD WATCH****697 a Representative's Report**

Cllr Luck said the next meeting was the following week. He would take up the issues that had arisen from the Councillors' surgery.

*JL***698 b Neighbourhood Watch**

Cllr Skudder said he wanted to set up a meeting with the PCSO and Medway Youth. In other parts of the country similar contact had been effective. He reported that Cllr Lambourne was investigating CCTV, following reports by residents of young people out late at night, especially in the Recreation Ground and play park.

**20 COMMUNICATIONS****a Allhallows Life**

699 i. Editor's Report. Cllr Skudder said that the editor was hoping to get the issue out by the end of the month.

**700 b Website**

Nothing to report.

**21 SCHOOL LIAISON**

701 Cllr Marsh reported on the meeting he and the Acting Clerk had had with the Headteacher. She would be prepared to give a talk about the school at the Rural Liaison

meeting and was happy for items from Kent County Supplies to be delivered to the school. She wanted to hold a tea party for senior citizens and would appreciate support from the Council. The Acting Clerk had asked about the whereabouts of the map of the parish that belonged to the Council and had hung in the school hall.

**22 WORK PROGRAMME**

702 Cllr Skudder had updated the work programme.

**23 CONSULTATION**

703 No documents received.

**24 CORRESPONDENCE**

**704 a Kingsnorth Power Station**

The letter from Eon concerning the closure of Kingsnorth Power Station in early 2013 was received.

**705 b Cycle Path**

The Chairman had received a letter asking for the provision of a cycle lane out of the village to connect with cycle paths in Strood. He had replied it was impractical.

**25 REPORTS AND CIRCULARS**

706 The circular received from Kent Men of the Trees, received since the preparation of the agenda, was received.

**28 ANY OTHER BUSINESS**

**707 a 28a Stoke Road**

Cllr Skudder reported he had received a telephone call about post being misdirected.

**708 b Rosehip Drive**

Rosehip Drive did not have a name sign.

**709 c Lighting**

It was reported lights were out at the Avery Way, Stoke Road and Ratcliffe Highway junction.

The Chairman thanked councillors and members of the public for attending and closed the meeting at 9.51 pm.

Signed .....Chairman

On the .....day of .....2012