



## 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 Wednesday 11<sup>th</sup> August 2018 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 and notification of audio recording or filming
3. To receive and sign the minutes of the Parish Council meeting 12<sup>th</sup> July 2018
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 elsewhere on the agenda)**  
Update on issues and actions since Council meeting 12<sup>th</sup> July 2018.
  - Any other items to report that do not appear elsewhere on the Agenda
7. **Centenary of the end of WW1**  
Cllr Forrest to update council.
8. **Allhallows Village Hall**
  - a) The Allhallows Village Hall Committee has asked for the council to discuss the plastic caretaker's shed in the VH Car Park. It is rarely used by the caretakers, although it does hold some equipment including the barrow and a petrol driven 'poop sucker'. (still to action)
9. **Grant Requests for consideration**
  - i) None
10. **Planning**
  - a) **Medway Local Plan** – Response submitted, next stage will be Draft Local Plan for consultation at the end of 2018.
  - b) **Allhallows Plans for comment –**  
**MC/18/2278 132 Avery Way, Allhallows, Rochester, Medway, ME3 9PX**  
Construction of a single storey rear extension (demolition of existing conservatory)  
  
**MC/18/0288 Allhallows Golf Course Avery Way Allhallows Rochester ME3 9QJ**  
Change of use of land for siting of 81 park homes for the purpose of permanent residential accommodation by persons over 50 years old and associated amenity space and allotments, permissive footpath, new pond and alterations to existing pond  
Planning comments have been submitted, indicating the ownership of the access road and concerns with the development while recognising the benefits that the s106 contribution to the parish council could have for the village residents. NO UPDATE CURRENTLY
11. **Highways and Footpaths**
  - a) Potential Parking Restrictions (The responsible Medway Officer has now left the authority)
  - b) Footpath Officers Report – Cllr Bowley.  
Rights of Way Improvement Public Meeting scheduled at Stoke Village Hall 26<sup>th</sup> September.
  - c) Verbal contributions from Councillors
12. **Cross Park Issues**
  - a) **Governance**  
The proposed license was modified as agreed at the July meeting (changes to the benefit of CPA) and has been issued to the Cross Park Association – there is concern that further questions have been raised and it has not been signed (mainly regarding finances).
  - b) **Building/Land Issues**  
The monthly report from Trevor Bowley will be circulated.
    - i) **Turner's Proposed s106 Agreement (Permissive Footpath/Sport/Community Facilities)**
      - A planning application has now been submitted including the s106 proposals for Cross Park facilities (they have suggested Tennis facilities OR Bowling green as an option. MC/18/0288) – waiting for a decision from Medway Council. NO UPDATE

## ii) **Temporary Changing Rooms**

(a *Cross Park Association Project/Cross Park FC*). There has been no further progress on the connection of services (quotes to be sought) – a quote has been received for the connection of services. NO PROGRESS – Letter sent to Jason Turner.

## iii) **Pavilion**

- An electrical inspection faults (non-critical) investigation is outstanding and will be scheduled soon. The emergency lights and fire alarms have been checked.
- A report of a blocked gutter has been investigated by Cllr Bowley and Colyn Property Services – the gutter and downpipes have been cleared but there is still an obstruction in the drain (and a 90 degree bend). Further work is underway

## 13. **Youth Club/Youth**

### a) **Youth Club**

Youth club sessions are effectively closed for the summer holidays, but our youth worker is working with Medway Youth at the Monday evening sessions to establish contact with both age groups ready for the September re-start.

**Recommend that a meeting of the Youth Committee be arranged with youth club volunteers, Medway Youth and any interested youth to plan a way forward (could be arranged alongside the Open Day).**

### b) **Guides/Brownies/Rainbows**

The Guides/Brownies/Rainbows have moved their activities to the Brimp and away from the Village Hall. A cooker point will be installed by the electrician. Cooker has arrived but there are some issues to be addressed with location and installation of cooker socket.

## 14. **The Brimp Issues**

### c) **Football Arena**

The Council agreed, in principle at the June meeting, to remove the football arena and look at alternative options for the site – The Chair and Cllr J Cooke were going to investigate and report back. Since the June meeting there has been a quote for the removal of the arena at £5,500. Itsagoal have also suggested that they could advertise the arena for sale to their customers, but there is unlikely to be any income as the cost of removal (a day) would need to be covered. **Further council decisions required.**

### d) **Road and Lighting**

The road lights side lights are now repaired, and they have now been installed on a timer – a light detector is suggested so that they only come on in the dark (and then switch off on the timer).

A meeting has been held with the Church Commissioner's Land Management Agent, Slough Fort Restoration and the Clerk. There is agreement, in principle, to the road being repaired (with focus on Brimp Building to Fort Entrance). Plant to be supplied by Bourne Leisure, voluntary labour by Slough Fort and limited funding from Parish Council. There is urgency on behalf of the fort as Bourne Leisure want to restrict access to the fort through the holiday park. – **The Church Commissioner's agent are still investigating responsibilities and there has been no further response**

### e) **Brimp Clean-up**

The craft room, the store room and the Brick Shed have been cleared. It was reported that the brick building had suffered due to the leaking roof (now fixed) and a lot of paperwork and equipment had been damaged and was thrown away by volunteers – this includes some items stored on behalf of the Allhallows Fete. A further skip has been ordered to complete the clean-up. Kent Cleaning Services have also quoted for a one-off deep clean of the building The Chair to report.

### f) **Additional Usage**

There have been approaches about the use of The Brimp for Haven Park Owners social activities during the day and for special events – site owners being contacted by them to identify possible activities/events.

Use for a PACT meeting has been agreed in principle, when the cleaning is complete.

## 15. **Recreation Ground –**

a) The old goal posts were removed and scrapped. The new posts have been installed to youth pitch dimensions. Thanks to Adam Crossman (Woodpeckers) and his limited volunteers for some heavy work due to the hardness of the ground.

b) Play Equipment – Colyn Property Services are working on items reported in the Annual Report.

## 16. **Contributions from Representatives (2017/2018) on external bodies**

- PACT (Cllrs Forrest/C Cook)
- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))

- Rural Liaison (Cllr. K. Draper) – Next meeting in September.
  - Police Liaison (Cllr Bowley)
  - Village Hall (Cllr Lovatt/sub. Cllr Forrest)
  - Cross Park Association (Cllr Huntley-Chipper)
  - Friends of All Saints Church (Cllr C Cook)
17. **Reports from other member responsibilities (subject to changes at the Annual Meeting)**
- Allotments (Cllr. Forrest)
  - Recreation ground and playpark (Cllrs. Forrest and Huntley-Chipper (Vice Chair)).
  - Bourne Leisure Liaison (Cllr. J Cook)
  - Allhallows Primary School Liaison (Cllr C Cook)
18. **Financial**
- a) **Finance Monitoring Reports**
- b) **Receipts and Payments schedule** circulated for approval (initial version circulated/there may be further changes before the meeting)
- Nb. **If personal payments need** to be discussed the Press and Public will need to be excluded
19. **Staffing Issues**
- nb. **If personal issues need** to be discussed the Press and Public will need to be excluded.
- a) **Street Cleaner Cover** - Due to personal reasons Mick Smith is unable to provide holiday cover. NORSE are being contacted to see if they can help for Kathy Colyer and John Price summer holidays.
- b) **Site for Dumpster** for Street Cleaners. Drawings are required to determine if a planning application is required and to seek a quote for the works (a previous quote was for a slightly different site) **NO PROGRESS**
- c) **A draft employment contract** has been drawn up for the basis of further discussion with the street cleaners and is due for personalisation and issue to the Street Cleaners before the parish council meeting.
20. **Date of next meetings –**  
Parish Council Meeting, Wednesday 12<sup>th</sup> September @ Cross Park Pavilion (6:30pm)
21. **Future agenda items**

*Chris Fribbins*, Clerk to the Council 2<sup>nd</sup> August 2018