



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 10th January 2018 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 12th December 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. **Councillor Vacancy**
The notice of vacancy has been posted. Medway Council will notify us if an election has been called during the statutory period – if so an election will be required at the parish council's expense, otherwise the parish council will be able to co-opt.
7. **Clerk's Report (not elsewhere on the agenda)**
Update on issues and actions since Council meeting 8th November 2017.
 - Tree inspection complete and report circulated (Cllr Bowley update)
 - Any other items to report that do not appear elsewhere on the Agenda
 - Community Award 2018 – There has been a nomination from residents and the council may also have their nominations – the parish council nomination will need to be with KALC by the end of January. Previously the council has tried to keep this as a surprise for the April Annual Parish Meeting when the certificate is awarded. **Permission to delegate this to the Clerk (in consultation with the Chair/Vice Chair is sought to maintain this surprise)**
8. **Budget and Precept 2018/19**
 - a) **To agree the budget for 2018/2019**
A draft was circulated in November 2017, and discussed at the December parish council meeting. The Clerk has made changes after those meetings and the latest draft is circulated for approval or amendment (**the parish council must agree a budget**).
Assumptions are made about the Rural Liaison Grant and Council Tax Reduction Scheme as this is not agreed by Medway Council until late February (same amounts as 2017/2018)
A budget increase of 4% has been suggested (and assumed in the budget papers).
Any increase in the budget would result in a higher precept or contribution **FROM** reserves.
Any decrease in the budget would result in a lower precept or contribution **TO** reserves.
 - b) **To agree the Precept for 2018/2019**
This is collected by Medway Council with the council tax bills and the total precept is paid to parish councils in April 2018. The amount charged to individual properties is related to the band of the property (A to H) which is related to the precept divided by a notional Band D calculated by Medway Council (how much is collected by £1) – this is not confirmed until late February so the impact of the parish council precept is assumed at 2017/2018 levels.

The current precept is £93.89 (Band D Equivalent) per annum, £1.80 per week (each 1% rise is therefore 1.8p per week, 4% 7p). Each £1 (Band D Equivalent) per annum raises £511.24, 4% - £2,045 (there will be many properties at band A, B or C in Allhallows so their charge will be lower).
9. **Grant Requests** – None currently
10. **Planning**
 - a) **Medway Local Plan** – to be monitored
 - b) **Allhallows Plans for comment** – none currently
11. **Highways and Footpaths**
 - Potential Parking Restrictions (Medway Council are now working on it)
 - Footpath Officers Report

- Verbal contributions from Councillors
12. **Partners and Community Together (PACT)**

No further meeting held, next is planned.

13. **Cross Park Issues**

a) Governance/Annual Financial Support and Responsibilities

Update to information requested by the Charity Commission.

b) Building/Land Issues

The monthly report from Trevor Bowley has been circulated.

i) Cross Park Woodland Proposal (Land Logical)

The Clerk has made contact with Land Logical to suggest a public exhibition be held with and update to the brochure information that they supplied. Awaiting feedback. The Clerk will provide an update. The parish council is asked to consider next steps.

ii) Turner's Proposed s106 Agreement (Permissive Footpath/Sport/Community Facilities)

The Clerk has raised questions from the December meeting and an informal meeting with them is planned for 4/1/18.

- Detailed costings arrived 13/12/17
- A planning application has not been submitted yet
- The ownership of the access road needs to be agreed (our documentation clearly has it in the Parish Council ownership, although they have a right of way – for any purpose). They propose to upgrade and widen at their cost.
- Running costs were raised, and they would not provide any currently.
- The building and facilities plans were drawn up by Turners to enable costings to be drawn up for the draft s106 – these could be adopted as-is or amended as necessary. The s106 financial cost would not change, although additional resources could be added by the parish council i.e. additional parking is very likely to be required – that would be outside the agreement at present and would have to be paid for by the Parish Council (own or possible grant sources)
- Advice on running costs and governance has been sought from RuralKent who could provide support to the project. A quote for this work is awaited.
- The s106 agreement is a legal document, but would not need to be signed until after the planning application has been agreed (if agreed). Legal costs will be involved
- *The Planning Application details are a separate issue and will need to be addressed separately when submitted (although some pre-application information may become available during discussions). The planning application could be submitted without the s106, although Turners have been advised that it might not be approved without it – but this is in the hands of the Medway Planning officers, the Planning Committee and/or a Planning Inspector if refused – and s106 benefits lost.*

The parish council is requested to agree the next steps.

iii) Temporary Changing Rooms

(a Cross Park Association Project/Cross Park FC). At this time connection to water/drainage and electricity was planned but still not complete. A grant of £5,000 was given for this purpose to the Cross Park Association and may need to be returned if not used for its specific purpose.

iv) Pavilion

The December meeting approved the engagement of our electrician to test the power and re-wire the shutters to overcome the problems of the main circuit tripping after external power cuts – date for this is awaited.

A report of a blocked gutter has been received and volunteer or paid labour is required.

14. **Youth Club/Brimp Report**

The volunteers have requested a meeting to discuss the way forward for the club – this will be discussed at the Youth Club Session on the 9th January and an extended meeting of the Youth Committee arranged.

a) Football Arena

ITSAGOAL repairs have been completed, some electrical repairs are outstanding – awaiting a date from our electrician. ITSAGOAL have suggested that an 'astroturf' flooring and paving blocks around the arena should be considered.

The arena remains locked out of public use until the lighting has been fixed, but it has been used by the Youth Club.

b) Road and Lighting

Two road lights have been vandalised (Glass broken) one still works, one doesn't, one further light is not working – the electrician will repair these lights when he attends to fix the football arena lights. The plans to surface the road have been postponed by Bourne Leisure due to vandalism. The replacement lights have arrived and we are waiting for a date from our electrician to fix.

c) Heating/Air Conditioning

The December meeting agreed a quote to install air conditioning. This is planned for installation in the w/b 8/1/18 so there will be an update at the meeting.

The Chair and Cllr Forrest agreed to look at the cost of providing hot water to the sinks in the two toilets and the kitchen (individual storage heaters suggested).

15. **Recreation Ground –**

a) No issues raised

b) Play Equipment – There are problems with the base on one side of the zip wire – it is likely that this has been caused by multiple, larger youths using the equipment. The manufacturer will be contacted about the repair and there should be a report at the meeting.

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

- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
- Rural Liaison (Cllr. K. Draper) – next meeting January 2018.
- Police Liaison (tba)
- Village Hall (Cllr. Forrest)
- Cross Park Association (Cllr Huntley-Chipper)
- Friends of All Saints Church (tba)

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. C Draper (Chair))
- Allhallows Primary School Liaison (Cllr C Cook)

18. **Financial**

- Finance Monitoring Reports circulated
- Receipts and Payments schedule circulated for approval

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.

- The personnel advisory committee are recommending that the contracts of the Street Cleaners should be modified. They have been notified in writing about this. Further concerns about the operation have also been raised since the meeting and will need to be discussed with the exclusion of Press and Public as it will involve details of a personal nature.
- Street Cleaning Responsibilities – meeting with Street Cleaners as a group Kathy Colyer & John Price being arranged.

20. **Date of next meetings –**

Parish Council Meeting, Wednesday 14th February 2018 (2nd Wednesday) @ Cross Park Pavilion, 6:30pm

21. **Future agenda items**

Chris Fribbins, Clerk to the Council 4th January 2018