



## 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> October 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 13<sup>th</sup> September 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 elsewhere on the agenda)**  
Update on issues and actions since Council meeting 9<sup>th</sup> August 2017
  - Councillor Vacancy.
  - Anti-social behaviour issues/PACT
  - Tree inspection
  - Meeting with Chair/Clerk/Adam Duke (Medway Community Safety Unit, Kent Police).
7. **Grant Requests –**  
None currently
8. **Planning**
  - a) **Medway Local Plan – to be monitored**
  - b) **Allhallows Plans for comment – none to date**
9. **Highways and Footpaths**
  - Potential Parking Restrictions (Medway Council are now working on it)
  - Footpath Officers Report
  - Verbal contributions from Councillors
10. **Partners and Community Together (PACT)**  
Cllr Forrest and the Clerk (as substitute) attended the PACT committee on the 20<sup>th</sup> September. This was the first meeting that had invited two representatives from the parish council (and not at same time as parish council meetings). This appears to be a useful forum for the village, although currently it is not focused on solutions but on reporting and expecting police actions (which can be a problem). They have asked the parish council to consider:
  - a) Removal of Bench, recently relocated (but there are no official reports of problems), until anti-social behaviour (ASB) is under control.
  - b) Support for CCTV at the Avery Way shopping parade (financial support, although responsibility for monitoring and installation would be arranged with Medway Council).
  - c) Street Cleaners to record drug taking, evidence of under-age sex and other ASB, the Clerk to coordinate and pass to PACT/Police
  - d) Support for placing a gate on private access road on St Davids Road behind the shopping parade.
  - e) Ask the Parish Council Youth Worker to engage with youths on the streets of Allhallows.There are issues with some of these - Council views requested.
11. **Cross Park Issues**
  - a) **Governance/Annual Financial Support and Responsibilities**  
Charity registration forms submitted. Transfer of responsibilities (draft license) to be drawn up for new charity.
  - b) **Building/Land Issues**  
The monthly report from Trevor Bowley circulated by email when arrived.  
Following the recommendation of the Extraordinary Meeting (30/8) further information be sought regarding the suggestion from Land Logical (LL).
    - 1) Site visits to view LL operations in Stone (Dartford) arranged. Feedback at this meeting.
    - 2) Legal and other advice sought from Kent Association of Local Councils (KALC) – who suggested a solicitor who works with parish and town councils – **Ian Davison, Surrey Hills Solicitors, Dorking**. Documentation passed over so that initial advice can given (expected by the meeting) – cost estimate for initial and ongoing advice expected for the meeting – **engagement to be approved.**

- 3) LL have engaged with Groundwork UK to help oversee and produce design for woodland.
- 4) **Memorandum of Understanding (circulated) now needs to be approved to progress LL and Groundwork investigations. This does not commit the parish council to the scheme, but does agree to continue works to prepare the scheme.**

**c) Permissive Footpath** Clerk/Chair have met with an architect operating on behalf of Kingsmead Park to draw up footpath and possible community facilities as part of a proposed extension to their park.

**d) Temporary Changing Rooms**

(Cross Park Association Project) work has progressed well and it is now in use for the current season. At this time connection to water/drainage and electricity was planned but not complete.

**e) Pavilion**

CCTV was due to be fixed on the day of the meeting.

12. **Youth Club/Brimp Report**

More adult help/volunteers are still required. Looking to organise a meeting, or drop-in sessions, to help identify requirements from adults and youngsters. Club has now re-opened after the school holidays (5/9/17). Meeting of Youth Committee recommended to review current operations and way forward.

**a) Football Arena**

Insurance claim updated (following contact from the insurer and ITSAGOAL), Awaiting decision on claim before ITASAGOAL can be engaged to do the repairs. The grass has been cut and weeds cleared, although the site remains locked out of use.

**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/replace these lights when he attends to fix the football arena lights.

13. **Recreation Ground –**

**a) The Bench** has been moved – there were several emails raising concern from residents of Shellduck Close – to be monitored. PACT have requested the removal of the bench – see PACT agenda item.

**b) Play Equipment** – No outstanding issues reported.

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

- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
- Rural Liaison (Cllr. K. Draper)
- Police Liaison (tba, Substitute Cllr. D Bennett)
- Village Hall (Cllr. Forrest)
- Cross Park Association (tba)
- Friends of All Saints Church (Cllr S Bennett)

15. **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)) – (Annual Inspection complete and repairs complete).
- Bourne Leisure Liaison (Cllr. C Draper (Chair))
- Allhallows Primary School Liaison (Cllrs. D & S Bennett)

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

The Chair attended to September meeting of the Allhallows Village Hall.

17. **Financial**

- Finance and General Purposes 5/10/17 (report to be circulated)
- Finance Monitoring
- To make payments – online payment and cheque list (circulated before the meeting, final version at meeting)

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

18. **Staffing Issues**

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

Mick Smith was engaged for an additional three weeks to help the cleaners remove the weeds from the kerbs. Feedback required from councillors and clerk on the effectiveness of this.

Personnel Advisory Committee (meeting required?)

Street Cleaning Responsibilities/Cross Park Cleaner/Youth Worker

19. **Date of next meetings –**

Parish Council Meeting, Wednesday 8<sup>th</sup> November 2017 (2nd Wednesday) @ Cross Park Pavilion, 6:30pm

20. **Future agenda items**

*Chris Fribbins*, Clerk to the Council 5<sup>th</sup> October 2017