



## ALLHALLOWS PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 9<sup>th</sup> AUGUST 2023

**Cross Park Pavilion @6:30pm**

#### PRESENT:

Cllr Chris Draper	Chair
Cllr Yvonne Forrest	Vice Chair
Cllr Karen Draper	
Cllr Sue Morrice	
Cllr Rachelle Freeguard	
Cllr Trevor Bowley	
Mr Chris Fribbins	Parish Clerk

Apologies:

None

In attendance

5 + Cllr Spalding

- 060      1    APOLOGIES FOR ABSENCE** None
- 061      2    DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**  
**Declarations of Interest** – Cllr Freeguard – Cross Park Association  
**Audio Recording** – Cllr Morrice records the meeting for personal use.
- 062      3    TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 12<sup>th</sup> JULY 2023** Proposed Cllr Mrs Draper, Seconded Cllr Forrest as a correct record - All Agreed.
- 063      4    MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) –** None

**SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):**

**Medway Cllr Spalding** reported on further implications of the withdrawal of the £170m Housing Infrastructure Fund (Government) and his general Medway Council issues.

An overgrown tree, and overhanging an alleyway, at the end of Shelduck Close had been reported to Hyde Housing, they appear to be reluctant to carry out necessary works.

Overgrown vegetation at Avery Way/Ratcliffe Highway junction was causing visibility issues for traffic leaving Avery Way – this had been chased with our contractor a number of times.

Avery Way parking of vans and lorries was a continual problem, but there are no highways rules being flouted. Arrangements for commercial vehicle parking for visitors at Haven had been investigated and drivers can register with Haven and an area is available on site.

There are a number of incidents of pavement parking obstructing the footway for pedestrians, especially those with disability aids and pushchairs etc. This is a matter for Medway Council as the Parish Council do not have powers to enforce.

Allhallows Village Hall -

Contact details need updating on Parish website – this will be done.

There was a query regarding signs for the Village Hall

Cutting back trees on the village hall boundary – will see if our Street Cleaner can help, otherwise overhanging branches can be cut back.

Short Mat Bowls and Equipment located at Villag Hall, but no longer used – limited storage locations in Parish Council ownership currently.

Historic Parish Records stored at Village Hall but have not been referenced for many years. Check to be planned to see what records are required and relocated.

**064 5 CO-OPTION OF PARISH COUNCILLOR**

Jean Sheave and Linda Henderson applied for the two vacancies, to be discussed in Confidential Section of Agenda.

**065 6 CLERK'S REPORT**

a) There has been an issue regarding waste from Cross Park and Street Cleaning arisings. A compound Shelduck Wood did not get planning permission and a site besides the garages at the end of the Service Road is being used. Clearance of existing waste and alternative clearance is being investigated.

b) Electoral Arrangements – Medway Council are investigating if an additional polling station could be located at Cross Park for the northern end of the village (in addition to the Village Hall).

c) A request had been received about carrying out blood pressure checks at Cross Park had been received, this will be approved.

d) Letter to residents bordering Cross Park to be produced and delivered as action previously agreed.

**066 7 GRANT REQUESTS –**

a) None

**067 8 PLANNING**

a) **Planning Applications –**

No new planning applications

b) **Medway Local Plan –** Local Plan will revert to 'Regulation 18' where the overall strategy of the plan will be subject to public consultation (no specific sites are allocated at this stage) This follows on from 'Call for Sites' where landowners have suggested sites in their ownership for potential development.

**068 9 HIGHWAYS AND FOOTPATHS**

a) **Footpath Officers Report –**Cllr Bowley's report circulated.

b) **Verbal contributions** Some old fencing appears to have been dumped in Shelduck Woods from a property that has erected a new fence – situation to be monitored to ensure it is cleared.

**069 10 LOCAL REPORT/ISSUES**

a) **Countryside Contract –** Contractor continues to be chased for highway verge clearance at Avery Way/Ratcliffe Highway.

b) **Street Cleaning –** Issues at rear and side of shopping parade in Avery Way with low wall etc. This is the responsibility of the owner.  
a Medway Environmental officer had visited a street cleaner – issues followed up with Medway Council.

c) **Active Cemetery –** No issues.

d) **General Issues –** Homewards Road continues to be a site that continues to be used for unlawful fly-tipping.

**070 11 CROSS PARK IMPROVEMENTS (including s106)**

a) Cold Store still to be installed on final site by pavilion.

An alternative extractor has been installed and operating. Completion of install and early fine-tuning had incurred extra costs.

b) Continual problems with electricity tripping in Turner's Kingsmead Barn. Proposed Cllr Forrest, Seconded Cllr Morrice that a time delayed RCD be installed in Turner's barn (since Turners have declined to approve the installation to allow faults to be shown on the Cross Park consumer unit as they feel it is down to drawing too much power at peaks, an upgraded power supply would be possible, but in light of new supply imminent, problems will continue until the new Cross Park supply has been installed).

Approval of payment to UKPN (Full Option) £15, 744.21 (including reclaimable VAT £2.624.03) Propose Cllr Forrest, Seconded Cllr Mrs Draper – all agreed.

c) Further landscaping works carried out. Multiple quotes received for topsoil and turfing the land to the sides of the car park (once mains electricity trunking has

been completed) Proposed Cllr Morrice, Seconded Cllr Mrs Draper that the quote from Handar Paving (£4,280 + VAT) be accepted - Agreed.

- d) The architects had been contacted by the Chair and a meeting (joint with Cross Park Association) to be arranged. The architects were concerned that Medway Council Planning would not approve West/East alignment and would require North/South to reduce mass as viewed from the events field. Funding will be an issue, but not known until design and planning permission agreed. The s106 contribution from Turners is RPI linked, although costs have escalated more than this.

**071 12 YOUTH CLUB REPORT**

- a) **Youth Club Issues** – Community Pay-Back work continues on-site. Youth Club closed during August. External painting planned.
- b) **Extending Brick Store** – Nothing further currently.

**072 13 CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **ALLHALLOWS PACT** – Cllr Morrice /Freeguard– Meeting 6-Monthly. Nothing to report currently. Support from Kent Police appears to be reduced as priority being given to community work rather than meetings. Additional community police cover is being arranged to reduce the load on the one officer.
- b) **KALC (Medway)** – Cllr Morrice/Freeguard – Nothing to report.
- c) **Medway Council Rural Liaison** – Cllr Mrs Draper – Next meeting in September.
- d) **Village Hall** – Cllr Forrest – Committee had met, but Cllr Forrest was not available (a reserve/substitute to be considered (see public session for relevant issues reported).
- e) **Cross Park** – Cllr Freeguard – Events have taken place and further scheduled in August/September. Discussions have taken place with Cross Park FC, and they had volunteered to carry out some bramble clearance, indicative annual ‘rent’ discussed, they will continue to carry out line marking and the grass cutting needs to be scheduled to avoid this. Fun Fair scheduled for August Bank Holiday (at their cost and advertising). MegaBounce planned for August weekend. Inflatable Pub continues on Friday evenings; use of Pavilion being considered and implications of gaming machine. PPL/PRS license issue to be considered and additional annual fee likely.
- f) **Village Fete** – Cllr Forrest – Fresh plans for 2024 being considered.
- g) **Friends of All Saint’s Church** – Cllr Forrest – Nothing additional to report.

**073 14 REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** Cllr Forrest Nothing to report.
- b) **Recreation Ground and Playpark** Cllr Morrice/Forrest – Nothing to report, no issues.
- c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available. Commercial parking register reported.
- d) **Peninsula East Primary Academy School Liaison** Chair – (Cllr Freeguard) No meeting.
- e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Liaison regarding implications of their development continue.

**074 15 FINANCIAL**

- a) **Finance Monitoring Reports (to 31/7/23)** – Reports Noted.
- b) **Transfer from Current Account to Cashplus Account (Youth Club Debit Card)** None
- c) **Formally note Report of Internal Auditor 2022/23** – An issue with accounting separately for Receipts and Payments regarding s106 payment from Turners Group had been actioned by the Clerk and the 2022/2023 AGAR amended before

publication and submission to the external auditor. Proposed Cllr Mrs Draper  
Seconded Cllr Forrest that the report be noted, all agreed.

d) **Income**

Receipts July/August

**July**

Youth Club Tuck/Subs	£40.00
Youth Club Tuck/Subs	£70.50
Youth Club Brick Store Hire	£50.00
EDF Electricity Refund	£665.87
NORSE Countryside Contract	£31,414.51 VAT (actually arrived 1/8)

**AUGUST**

None currently

e) **To make Note payments for August 2023.**

Proposed Cllr Freeguard, Seconded Cllr Morrice – All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	230801		
John Price Salary/less PAYE	230802		
Mick Smith Salary/less PAYE	230803		
Colin Davis Salary/Less PAYE	230804		
HMRC PAYE	230805	451.41	
NEST Employee/Employer Pension	230806	71.91	
EDF Energy Brimp Electricity DD	230807	137.00	6.52
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	230808	2,289.98	381.66
National Broadband Cross Park Broadband	230809	54.00	9.00
BES Ltd CP Extractor Fan Materials	230721	572.71	95.45
BES Ltd CP Extractor Fan Labour	230722	600.00	100.00
C Fribbins re.CP BES Canopy Fitting	230723	744.00	124.00
ICO Annual Fee	230811	40.00	
Business Stream Allotment Water	230812	32.63	
Mikes MainDrain Brimp CessPool empty	230813	192.00	32.00
TJF Property Active Cemetery Grass Cut	230814	160.00	
Proludic Wear Inserts for Playground	230815	180.24	30.04
UK Power Networks CP Mains Supply	230816	15,755.21	2626.03
TJF Property Active Cemetery Grass Cut	230817	60.00	
BES Ltd CP Tiling for Extractor	230818	638.70	106.45
BES Ltd CP Metalised Kitchen Sockets	230819	109.56	18.26
D/D Debit Card/Already Paid		Corrected from 'yellow sheet'	

**The exclusion of press and public to discuss personal staff and contract issues**

Proposed Cllr Draper, Seconded Cllr Forrest – **ALL AGREED.**

075 17 **STAFFING ISSUES**

17b **Co-Option of Councillors**

Suggested co-option applicants were questioned by councillors and queries answered.  
Proposed Chair, Seconded Vice-Chair – All Agreed.

076 18 **DATE AND TIME OF NEXT MEETING**

The next meeting will be the September Meeting of the Council Wednesday 13<sup>th</sup>  
September 2023 (Cross Park Pavilion 6:30pm).

077 19 **FUTURE AGENDA ITEMS**

At 21:15 The Chair closed the meeting.

Signed as a correct record of the proceedings.

Chair of Allhallows Parish Council