



**ALLHALLOWS PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 10th JUNE 2020**

**ONLINE on (ZOOM) 18:30**

**PRESENT:** Cllr Chris Draper Chairman  
 Cllr Karen Draper  
 Cllr Yvonne Forrest  
 Cllr Sue Morrice  
 Cllr Trevor Bowley  
 Cllr Len Lovatt  
 Cllr Carol Cook  
 Mr Chris Fribbins Parish Clerk  
 Cllr Pat Huntley-Chipper  
 In attendance: None

- 275 1 **APOLOGIES FOR ABSENCE**  
 Cllr Pat Huntley-Chipper (Technical Issues)
- 276 2 **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**  
**Declarations of Interest**  
**Audio Recording** - Cllr Karen Draper, Cllr Morrice for Personal Use
- 277 3 **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 13<sup>th</sup> MAY** Proposed as a correct record by Cllr Forrest, Seconded Cllr Mrs Draper.  
**AGREED.**
- 278 4 **MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) - None**
- 279 5 **TO NOTE UPDATES ON THE ACTION POINTS FROM PREVIOUS MEETINGS**  
 See updates in appendix.
- SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker): None.**
- 280 6 **CLERK'S REPORT**  
 There had been an approach from Jolie Smith about running an 'urban beach' in Allhallows in August. The Clerk had followed up the details and it was not a Fun Fair in the traditional sense. Covid19 social distancing arrangements would be in place, along with sanitising stations etc. Any event would be subject to a relaxation of the Covid19 rules, so any approval would be contingent on that. Provision of toilet facilities was discussed (*the fair provider has since reported on the reluctance to use these because of Covid19 – equipment suggested was Bungee trampolines, Chair o' plane ride, Crazy golf, Bumper water boats, Games stall, Activity centre, Sweet stall, Burger/doughnut stall - a small family activity event*). Proposed Cllr K Draper, Seconded Cllr Forrest, that Support of the event be agreed in principle, subject to further detail (to be circulated by email). **AGREED** with two against. Proposed Cllr Morrice, Seconded Cllr Cook that the event only be approved if public toilets were provided – when put to the meeting was lost.  
 The Clerk also reported issues being reported on public/non-council Facebook that are best dealt with directly with the Clerk and not posted and criticised in the public arena and asking that that be taken up with him so they can be resolved quickly.
- 281 7 **COVID-19 Coming out of lockdown**

Now that Covid19 restrictions are starting to be lifted, arrangements for the return of facilities such as public buildings need to be considered. Cross Park Pavilion is operated by the Cross Park Association and the Brimp Youth Centre by the Parish Council. A deep clean and checks are required. It was also suggested that hand sanitiser dispensers should be installed. The Allhallows Village Hall will also need to consider similar action (Maria Meadows to be contacted).

**282 8 BRIMP DEVELOPMENTS**

- a) **Progress of football arena.** Following the discussion at the May meeting, a decision had been deferred to this meeting to allow councillors to visit the arena to inform themselves of the work carried out and then make a decision in the request for an additional payment. He had reported the extra work carried out, imported some new topsoil, with additional plant hire and labour costs, he had issued a further invoice for £3,000 and asked if the parish council could consider a 50:50 split of the £3,000. This was discussed and while there was recognition of the quality of work carried out, there had been no prior approval of additional costs. The Chair proposed, Seconded Cllr Morrice that no further payment be made above the quote for £11,000+VAT **AGREED** on the casting vote of the Chair.
- b) **Verbal Report on Brimp progress.** No progress to report during closedown.
- c) **Extension of Brick Store** – Medway Planning had been approached by the Clerk to get an initial view of the proposal to insure there were no listed building They had requested drawings of the proposals – John Liddiard has been approached, awaiting a response.
- d) **Electrical Inspection of the Brimp** – There had been several issues raised. It has been agreed that issues relating to the Brick Store be carried out at the cost of the builder and other issues to be rectified by BTD Electrical – scheduled for 1<sup>st</sup> July.

**283 9 GRANT REQUESTS**

None

**284 10 INTERNET/BROADBAND ACCESS AT CROSS PARK/THE BRIMP**

The Chair had not had any response from the local Openreach engineer.

**285 11 PLANNING**

- a) **Allhallows Planning Applications** – The planning appeal on the construction of a small waste containment area in the northern part of the Shellduck Woods has been dismissed. This will not restrict the use of the area for mobile dumpsters without the secure compound.
- b) **Medway Local Plan** – Cllr Ron Sands (Medway Peninsula) had forwarded comments, including those by High Halstow Parish Council regarding the Housing Infrastructure Fund Award leaflet that had been delivered to households in the ME3 area (included Cliffe & Cliffe Woods and Higham). The Clerk had circulated to Parish Councillors with a commentary.

**286 12 HIGHWAYS AND FOOTPATHS**

- a) **Parking Restrictions** – Nothing further
- b) **Footpath Officers Report** – Cllr Bowley reported on his clearance works in Cross Park, Recreation Ground, Shellduck Woods, Avery Way Wood (Path) and footpaths.
- c) **Verbal contributions** – Cllr Bowley had provided a detailed report that had been circulated.  
 The additional issue of parking across disabled access drop kerbs was raised, this is illegal, and Medway Council Highways can enforce.  
 Issues with the stiles has been raised and now becoming unsafe. There were plans to replace them with kissing gates – to be followed up with Adam Taylor (Medway Council).  
 The Binney Road ditch (by the active cemetery) had been cleared by the Chair/Clerk and one other.  
 There had been a report of problems with potholes in Avery Way and Queensway (the latter is a private road and must be maintained by householders in the road).

*(subsequently Medway Council reported that repairs in Avery Way had been scheduled)*

- 287 13 **CROSS PARK ISSUES**
- a) **Expansion of Facilities** – Still no further feedback at present work starts on their site expansion in the Autumn – to be followed up after the lockdown.
  - b) **Building/Land Issues** - Cllr Bowley’s monthly report was circulated. The Chair also reported on concerns about properties on the boundary of the park who had ‘broken the boundary’ and installed gates etc. onto the park and in some cases had allowed rubbish to accumulate. Suggested that a letter be written to homes on the boundary about issues and the need to action improvements before further legal or other actions are carried out.
  - c) **Electrical Inspection** – Scheduled for early July.
  - d) **Planning Status of Cross Park** – Medway Planning to be contacted about the status of Cross Park and the benefits of designating it as a Country Park.
- 288 14 **YOUTH CLUB/YOUTH**
- a) **Youth Club –Future Planning** – Stood down due to lockdown. The Chair had acquired a trampoline for use at the Brimp.
- 289 15 **THE BRIMP ISSUES**
- a) **Electrical Inspection** – carried out some failures to be corrected by builder when lockdown eased,
- 290 16 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**
- a) **ALLHALLOWS PACT** – Cllrs Cook and Morrice – No meetings.
  - b) **KALC (Medway)** – Cllrs Cook and Morrice – No meetings.
  - c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – No meetings.
  - d) **Village Hall** – Cllr Lovatt – No meetings.
  - e) **Cross Park** – Cllr Huntley-Chipper – No meetings.
  - f) **Village Fete** – Cllr Forrest – No meetings.
  - g) **Friends of All Saint’s Church** – Cllr Forrest – No meetings.
- 291 17 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**
- a) **Allotments (Cllr Forrest)** – Nothing to report (allotments do not have any COVID19 restrictions other than social distancing).
  - b) **Recreation Ground and Playpark** (Cllr Forrest and Vice Chair) Play Park is officially put of use due to the lock down, but unable to practically lock out of use – there had been some ‘unofficial’ usage, but this had been reported. Grass continues to be cut, on a reduced schedule).
  - c) **Bourne Leisure Liaison** (Cllr C Draper) – No meeting due to lock down.
  - d) **Allhallows Primary School Liaison** (Chair) – Closed due to Covid-19.
  - e) **Turners Group** – Awaiting feedback from their review and dates for development.
- 292 18 **SHELLDUCK LAND UPDATE**
- a) **Trees overhanging neighbouring gardens** – The trees that were reported were substantial, crossed the boundary at a very high level and the two trees did not seem to be a threat to the neighbouring property. In any case they would need to take up any issues with Medway Council as the landowners via NORSE Medway and was not an issue for the Parish Council.  
The Planning refusal for the waste compound was noted and other arrangements would need to be considered that did not involve planning permission.
- 293 19 **FINANCIAL**
- a) **Finance Monitoring Reports (to 31 May)** Financial reports were circulated, all agreed to note.  
Receipts May/June Noted VAT Refund in May.

A transfer of £10,000 would be made from the Base Rate Tracker a/c into the Current a/c for cashflow purposes.

- b) **To make payments for May Proposed – Cllr Mrs Draper, seconded – Cllr Forrest that the payments as listed be paid. – ALL AGREED** (the payments list will be signed by the proposer and seconder later)

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	200601		
John Price Salary/less PAYE	200602		
Mick Smith Salary/less PAYE	200603		
Marion Eades Cover	200604		
HMRC PAYE	200605	319.79	
NEST Employee/Employer Pension	200606	61.87	
EDF Energy Brimp Electricity DD	200607	102.00	4.86
M&L Contracting Countryside Contract		1,591.66	
M&L Contracting Cross Park		316.66	
M&L Total payment Subject to invoice	200608	2,289.98	381.66
TJF Prop Servs Active Cemetery	200609	160.00	
TJF Prop Servs Active Cemetery	200610	160.00	
Colyn Prop Servs Village Hall LM	200611	60.00	
Colyn Prop Servs Village Hall LM	200612	60.00	
Zurich Municipal 3YLTA Council Insurance	200613	2,288.28	
Information Commissioner Annual Fee	200614	40.00	
The Sign Studio Signs	200615	158.40	26.40
M&L Contracting (May Underpayment)	200616	31.99	5.33
M&L Contracting (April Underpayment)	200617	31.99	5.33

**Paid previously, to note**

\*To be calculated EOY

\*\*On receipt of Invoice

\*\*\* Corrected total (Rialtus) and reference numbers (Clerk)

**294 20 STAFFING ISSUES**

- a) Some specific issues taken up with cleaners, but generally very positive comments were made on their continued dedication during the Covid-19 restrictions.

**295 21 DATE AND TIME OF NEXT MEETINGS**

The next meeting will be Wednesday 8<sup>th</sup> July 2020 at 6:30pm online using ZOOM (Meeting Number and Meeting Password to be made available on request by email, by 5:30pm on the date of the meeting)

**296 22 FUTURE AGENDA ITEMS – Cross Park Boundary issues, Possible closure of Homewards Road**

At 20:40 The Chair Cllr Chris Draper closed the meeting.

Signed as a correct record of the proceedings.

Chair of Allhallows Parish Council

<b>Action Point</b>	<b>Details</b>	<b>Review</b>	<b>ACTION</b>
OCTOBER 17 (discussed at November & December meeting)	Cross Park – Community Facilities	Turners Group proposing permissive path/Bowling Green/Community Centre extension to Pavilion and permanent Changing Rooms as part of a s106 agreement for an extension to their residential park. Agreement in principle awaiting further details, Follow-ups underway with Turners. Turners report planning application submitted MC/18/0288. Further meeting with Turners Group who are looking to submit a planning application for the community facilities on behalf of the parish council. Rural Kent appointed to help with 'project management' if approval granted. Permission for 81 chalets now agreed, <b>awaiting update on development from Turner Group</b>	<b>Chair/Clerk</b>
FEBRUARY 17 C2017/1594	Street Cleaning	Site and dumpster required for street cleaners' bags until collected Site identified at Shellduck/Avery Way junction – details to be followed up. Drawings required so that consultation with Medway Planning can be done. Drawings sent to Dave Harris (Medway Council Planning) to see if planning permission is required. Planning Permission required – papers sent to John Liddiard. Planning application refused. Now re-submitted but <b>refused again. Appealed</b>	<b>Clerk</b>
AUGUST 18 C2018/1749c	Cross Park Electricals	An electrical inspection faults (non-critical) investigation is outstanding and will be scheduled soon. BTM have carried out maintenance work. Trying to arrange a visit to Allhallows Park (The mains feed) Now incorporated in a formal electrical inspection in January 2020 – <b>Inspection to be completed after 'lockdown'</b>	<b>Clerk</b>