



ALLHALLOWS PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 13th NOVEMBER 2024

Cross Park Pavilion @ 6:30pm

PRESENT:	Cllr Chris Draper	Chair
	Cllr Yvonne Forrest	Vice-Chair
	Cllr Karen Draper	(arrived for Cross Park item)
	Cllr Sue Morrice	
	Cllr Jean Sheaves	
	Cllr Trevor Bowley	
	Cllr Claire Tarry	
	Cllr Kim Wood	
	Mr Chris Fribbins	Parish Clerk
Apologies:	None	
In attendance	7 + Apologies Chris Spalding (Medway Cllr)	

- 105 1 **APOLOGIES FOR ABSENCE** Cllr Karen Draper (Medway Rural Liaison) arrived during Cross Park Report (114/10)
- 106 2 **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest – None
Audio Recording – Cllr Morrice – Audio recording for personal use
- 107 3 **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 9th OCTOBER 2024** Proposed Cllr Sheaves, Seconded Cllr Tarry as a correct record - All Agreed.
- 108 4 **MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)** – Cllr Wood is awaiting further responses to her queries.
SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):
A resident passed an item he had found on Government actions on fly-tipping. This is the responsibility of Medway Council but included funding opportunities and ideas. There had been a report of Brimp lights being left on (timers and switches to be checked). Solar Lighting provided by Haven on the Brimp Road had been stolen and Haven are not proposing to replace again.
The scouts had requested permission to locate a storage container at the Brimo Youth Centre. This would be re-visited when the Parish Council's new storage container had been installed and in use. They were reminded that Planning Permission would be required, and there was limited space on-site.
There were issues raised with the recent grass cutting at Cross Park and the Recreation Ground on behalf of our contractor – it was felt that the cutting blades were set to high, but later found to be due to the speed over the grass – this will be followed up and the contractor asked to re-visit and rectify.
- 109 5 **CLERK'S REPORT –**
- a) The KALC AGM will be held on 30th November, any interest in attending to be fed to the Clerk. (Chair and Mrs Draper expressed interest).
 - b) Cllr Morrice to provide details for replacements for waste bins that had been destroyed in the recreation ground.
 - c) Other items covered in main Agenda

- 110 6 **GRANT REQUESTS** – Growing Minds Pre-School and Clubs. £1,731 Fencing for new pre-school. – the Village Hall would be contacted about this and suggested that a grant application be raised by them.
- 111 7 **PLANNING**
- a) **Planning Applications** I
- Allhallows Holiday Park Allhallows Rochester Medway ME3 9QD
 Details Pursuant on planning permission MC/23/1178 - Partial demolition works if required and construction of an extension to the existing swimming pool building, new plant and equipment, landscaping and associated works :
 MC/24/2236 Details pursuant to condition 9 (External Lighting Report)
 MC/24/2235 Details pursuant to condition 6 (Infill materials)
 MC/24/2160 Details pursuant to condition 4 (Landscape and Tree)
 MC/24/2221 Installation of a "Wild River" swimming leisure feature, including links into the building, supporting engineering works, landscape and other associated works
 No issues identified
- b) **Medway Local Plan General Report** – Draft Local Plan will follow in SPRING 2025, which will identify preferred development sites. Target adoption of Local Plan is 2026
- c) **Allhallows Neighbourhood Plan** – Following a public meeting at the Village Hall 16/10 (12 people in attendance), a follow-up meeting has been arranged. KALC had been contacted about the attendance of a non-councillor to an online course regarding Neighbourhood Plans and the Clerk had booked Mrs Carol Cook who had attended the course.
- 112 8 **HIGHWAYS AND FOOTPATHS**
- a) **Footpath Officers Report** – Cllr Bowley submitted a detailed report which was circulated.
- b) **Verbal contributions** – A tree inspection is being arranged and there will be a look around soon to inform a quote and detail. Medway Council (Recreation Ground landowners to be contacted about the Parish Council responsibilities as lessors and scope as issues were reported with land on the boundary and in public areas such as St Georges and St Andrews.
- 113 9 **LOCAL REPORT/ISSUES**
- a) **Countryside Contract** – Issue raised about recent grass cut.
- b) **Street Cleaning** – Similar issues continued issues with shopping parade in Commercial waste still going into street bins, Medway Council had been informed and they had visited the commercial premises. Waste from Collection points were being left at the site.
- c) **Active Cemetery** – Nothing to report, maintenance continues.
- d) **General Issues** – A Christmas tree had been acquired to place at the Haven site at the Avery Way bend, Lights will be required. Proposed Cllr Forrest, Seconded Cllr Wood that a budget of £1,000 be approved (c. 3,000 re-usable lights) – All Agreed.
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- 114 10 **CROSS PARK IMPROVEMENTS (including s106)**
- a) **Update on works completed and outstanding.**
 VAT Implications of s106 planned and carried out to be investigated
 A VAT Consultant still to respond. There have been issues with the further development of The Reeds, and this is likely to have an impact on the release of s106 funds for the Cross Park development. Further meeting that had been held with Turners (Ben Cook) who was investigating the possibility of a solar energy development on the field to the east of the chalets, adjacent to the Site of Special Scientific Interest (SSSI) has now left Turners so no further progress. New contractors have been appointed at the Reeds – further investigations into work required on-site underway.
Storage Containers (Cross Park and the Brimp) – Planning applications approved, subject to informing Medway Council of colour. Bases to be installed for this.
 Estimated cost of container c. £2,300 + delivery (c. £5,000 for this and the Brimp as ordered together to share the delivery cost. Proposed Cllr Forrest, Seconded Cllr Tarry that the order for the containers and provision of bases (at £500 each) on-site be approved – All Agreed.
- b) **Pavilion Windows** - The possibility of extending the depth of the pavilion windows to the car park is being investigated – the security shutters will also need to be replaced. Quotes still being sought.
- c) **Defibrillator for Cross Park** will be ordered and installed.
- d) **Audio speakers** had been installed inside and outside of the Pavilion (provided by the Chair)
- e) The café operator had indicated the need to replace the extraction equipment and that she would do this at her expense – Proposed to accept the offer Cllr Wood, Seconded Cllr Mrs Draper - Agreed by all (no financial commitment required by the Council). Café hours are likely to be reduced in January due to demand.
- f) The Chair will seek a quote for providing lighting in the Car Park (ducting was provided when the car park was refurbished to current level), These would need to be automatically triggered and switched off when not required.
- 115 11 **YOUTH CLUB REPORT**
- a) **Youth Club Issues** – Recommended following Half Term/
- b) **Extending Brick Store Expansion** – Funding source still required (although longer term S106 may be a source). Planning conditions need to be resolved before any development can commence. In the interim a storage container will be acquired (see Cross Park minute).
- c) **Brimp Site Usage** – Karate operating on Wednesdays, Football training for youths on Monday, Youth Club Tuesday, and Allhallows Scouts now active (initially Squirrels/Beavers/Cubs). Brick Store usage continues for film making. Scouts will be paying the rental charge now. In the interim additional shelving would be considered for the Scouts storage.
- 116 12 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**
- a) **KALC (Medway)** – Meeting scheduled following further change to secretary and Chair.
- b) **Medway Council Rural Liaison** – Cllr Mrs Draper – Next meeting was on the same day as this meeting, Cllr Mrs Draper reported on Arriva (14 new buses) Public Rights of Way and Local Plan issues.
- c) **Village Hall** – Cllr Forrest – A liaison meeting with the Parish Council and the Village Hall committee was scheduled for the Brimp.
- d) **Cross Park** – Cllr Bowley/Forrest – Meeting to be arranged.
- e) **Friends of All Saint’s Church** – Cllr Forrest – Nothing further (Church Steeple works continue – scaffolding in place). No weddings can be held due to the lack of replacement for Rev Gwilt currently.

- 117 13 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**
- a) **Allotments** Cllr Forrest Nothing further to report.
 - b) **Recreation Ground and Playpark** Cllr Morrice/Bowley – Annual inspection has been completed to be followed up to see what can be done locally and what needs to be done by an external contractor. Some waste bins to be replaced following vandalism, with more sturdy versions awaiting details for ordering. Issues with the land around the raised storm drains etc. to be investigated. A void under the surface had also been identified – not sure if due to wildlife or linked to previous school site (possible long jump sand pit) – further investigation required.
 - c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available.
 - d) **Peninsula East Primary Academy School Liaison** (Cllr Tarry) – Familiarisation underway. Arrangements agreed for placing of banners on external/roadside fence.
 - e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Liaison to continue with new contacts. A meeting was held with the new manager, Cross Park issues raised earlier in the agenda. A request for a further meeting from Turners Group has been requested (since identified that Ben Cook is no longer with Turners so arrangements for liaison have changed again).

118 14 **FINANCIAL**

- a) **Non-Decision making Meeting to consider budget for 2024/2026**
27th November 2023 @ 4pm Cross Park
- b) **Finance Monitoring Reports** –Bank balances 31/10/24. **Agreed to note.**
- c) **Income**
Receipts October/November
October
Medway Norse Countryside Contract £27,487.70
Brimp Brick Store Hire £100.00
Youth Club Tuck/Subs £145.00
November
(Cash - £50 Brick Store Hire and £195 YC Tuck/Subs & Karate Hire was reported at the meeting).
- d) **October Transfer Base Rate Tracker to Current A/C £20,000 (Cashflow)**
- e) **To make/Note payments for November 2024.**

Proposed Cllr Sheave, Seconded Cllr Forrest – All Agreed

NALC Pay Rise applied & backdated to 1/4/24

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution			
	241101		
John Price Salary/less PAYE	241102		
Mick Smith Salary/less PAYE	241103		
Colin Davis Salary/Less PAYE	241104		
HMRC PAYE	241105	920.60	
NEST Employee/Employer Pension	241106	103.49	
EDF Energy Brimp Electricity DD	241107	133.27	6.35
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total Payment	241108	2,289.98	381.88
M&L Land Clearance Cross Park	241109	1,668.00	278.00
TJF Prop Maint Active Cemetery Grass C203	241020	160.00	
TJF Prop Maint Active Cemetery Grass C204	241021	160.00	
National Broadband Cross Park Broadband DD	241109	54.00	9.00

IRIS Software Payroll Software DD October	241110	12.00	2.00
TJF Prop Maint Active Cemetery Hedge C205	241111	280.00	
TJF Prop Maint Active Cemetery Grass C206	241113	160.00	
Business Stream Allotment Water	241114	26.43	
Tesco Store YC Tuck/Equip ZEMPLER	240950	13.71	
Booker YC Tuck/Equip ZEMPLER	240951	132.44	
Iceland YC Tuck/Equip ZEMPLER	241050	10.00	
Poundstretcher YC Tuck/Equip ZEMPLER	241051	21.92	
ASDA Stores YC Tuck/Equip ZEMPLER	241052	37.37	
LIDL YC Tuck/Equip ZEMPLER	241053	14.38	
Iceland YC Tuck/Equip ZEMPLER	241054	24.00	
Home Bargains YC Tuck/Equip ZEMPLER	241150	48.82	
TJF Prop Maint Active Cemetery Grass C207	241116	160.00	
Karen Draper VH Keys	241117	16.00	
KALC Nuts & Bolts Course KW	241118	60.00	10.00
KALC Neigh Plan Introduction	241119	60.00	10.00
Sussex Christmas Trees 20-22foot delivered	241120	1105.20	184.20
DD/Debit Card/Already Paid **			

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

Proposed Chair, seconded Cllr Mrs Draper – All Agreed

119 15 **STAFFING ISSUES** – Appraisals still to be arranged.

It was agreed to contact Don Baulk to see if he was interested in taking on a paid role as general handyman – email issues to be followed up

120 16 **DATE AND TIME OF NEXT MEETING**

The next meeting will be the December Meeting of the Council Wednesday 11th December 2024 (Cross Park Pavilion 6:30pm).

121 17 **FUTURE AGENDA ITEMS**

None, at 21:10 The Chair closed the meeting.

Signed as a correct record of the proceedings.
Chair of Allhallows Parish Council