



## 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> April 2018 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 and notification of audio recording or filming
3. To receive and sign the minutes of the Parish Council meeting 14<sup>th</sup> March 2018
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. **The Future of 'Public' sessions**  
The Monitoring Officer has suggested that parish councils review the 'open' session (not strictly part of the meeting). The suggestion is for residents to contact parish councillors or submit questions in advance and in writing.
7. **Clerk's Report (not elsewhere on the agenda)**  
Update on issues and actions since Council meeting 14<sup>th</sup> March 2018.
  - Co-option of Len Lovatt (declaration and DPI forms)
  - Tree inspection complete and updated report circulated (Cllr Bowley update)
  - Any other items to report that do not appear elsewhere on the Agenda
  - Annual Parish Meeting – Arrangements.
  - Request for use of Recreation Ground (and/or Cross Park) for Football Training and games
8. **Grant Requests For Consideration**
  - i) The Guide/Brownies/Rainbows have raised a request for assistance in purchasing a flag and supporting day to day running costs. The grant application form/s has been received (£500) but a further request for over £700 for hall hire costs is also expected. Councillors views will be needed – also if there is any consequential impact on the £2,500 annual revenue support grant (budgeted and listed for payment this month).
9. **Planning**
  - a) **Medway Local Plan** – Site allocations are included in the next phase consultation (Mid March – May). The Church Commissioners field (west side of Avery Way) is included – there is also support for a passenger service to a new station at Kingsnorth. The parish response to the Local Plan is required by mid-May. **The MP has held an initial meeting with Chairs of Peninsula Parish Chairs.**
  - b) **Allhallows Plans for comment – None**
10. **Highways and Footpaths**
  - Potential Parking Restrictions (No progress to report)
  - Footpath Officers Report – Colin Davis has reported that due to work commitments he will not be able to carry this out in the future – possible replacement identified.
  - Reports of an unsafe stile on the footpath from the Pilot to the sea wall was reported to Adam Taylor (Medway Footpaths Officer) and it has been repaired – a gap for dogs has also been made so they do not have to be carried over. Further improvements to install kissing gates are still needed.
  - Verbal contributions from Councillors
11. **Cross Park Issues**
  - a) **Governance**  
The Clerk is expected to meet with the Charities Trustees soon and to discuss the draft occupational license.
  - b) **Building/Land Issues**  
The monthly report from Trevor Bowley has been circulated.
    - i) **Turner's Proposed s106 Agreement (Permissive Footpath/Sport/Community Facilities)**
      - A planning application has now been submitted including the s106 proposals for Cross Park facilities (they have suggested Tennis facilities OR Bowling green as an option. The plan has STILL not been registered yet so does not have a planning reference (it will be notified when it does)
      - *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 parish council is requested to agree the next steps when the planning application is registered.

## ii) Temporary Changing Rooms

(a Cross Park Association Project/Cross Park FC). There has been no further progress on the connection of services (quotes to be sought)

## iii) Pavilion

Electrical works have been carried out.

An electrical inspection has been carried out and there are a number of faults to be chased. The electrician will quote for this work and also the installation of emergency lighting.

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

## 12. Youth Club/Brimp Report

Additional volunteers have come forward. The Clerk has met with The My Trust (formerly Kent Youth). Training for youth clubs are planned on volunteer recruitment and youth engagement (as suggested by the Clerk).

### a) Football Arena

As agreed at the February meeting, the arena has remained locked to public use and, from the March meeting also for supervised youth – **TO BE KEPT UNDER REVIEW BY THE COUNCIL** **Some damage reported.**

ITSAGOAL did suggest that an 'astroturf' flooring and paving blocks around the arena should be considered as the flooring has aged and there are holes in the surface and can be slippery when wet. Cllr J Cook/Clerk/Chair are seeking options. The Clerk has obtained a quote and at least two others will be required (initial contact with firms underway). **Three quotes now received – and will be reported, others may arrive.**

### b) Road and Lighting

The road lights are now repaired. The plans to surface the road have been postponed by Bourne Leisure due to vandalism, but the Chair/Cllr J Cook are identifying costs for road material and the Youth Offending Team and volunteers (including Slough Fort Volunteers) will lay it. **– Not Crown Estates, now contacting Church Commissioners as land does appear to be on their title deeds.**

### c) Hot Water Supply in Kitchen/Toilets

The electrician has installed a socket for the power for the toilets (water heater). Further quotes are required to provide and fit the water heater and the auto-flush for the boy's urinals.

d) The electrician has been asked to quote for emergency lighting.

e) Quotes are being sought for the roof of the brick shed at the Brimp **(one received)**

### f) Internal Decoration

The Youth Offending Team have been carrying out the internal decoration, but the poor weather has interrupted the work, so there is still more to do – work is still being carried out.

e) The former Scout's portacabin is scheduled for removal from site. **(has now been removed, some rubbish to clear)**

## 13. Recreation Ground –

a) Any issues to report?

b) Play Equipment – The cable/zip wire supplier (Produlic) – an initial adjustment of the wire **has been carried out by Colin Davis. Safety inspection to be arranged.**

c) The new Lease forms have been returned, fully signed.

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

- PACT (Cllrs Forrest/C Cook)
- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
- Rural Liaison (Cllr. K. Draper) – A special meeting to discuss the Local Plan took place on 20<sup>th</sup> March 6:30pm, Gun Wharf. A further special meeting and Rural Liaison meeting have been scheduled.
- Police Liaison (Cllr Bowley)
- Village Hall (Cllr. Forrest)
- Cross Park Association (Cllr Huntley-Chipper)
- Friends of All Saints Church (Cllr C Cook)

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

## 16. Financial

- Finance Monitoring Reports circulated (draft 2017/2018 Year End)
- Receipts and Payments schedule circulated for approval (to be circulated before the meeting)  
Year-end was 31<sup>st</sup> March so these receipts and payments start 2018/19

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

17. **Staffing Issues**

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

- **Dumpster** for Street Cleaners (site location and preparation required) - daily waste for collection on Fridays.
- **A draft employment contract** has been drawn up for the basis of further discussion with the street cleaners.

- **Salary Review 2018**

Chris Fribbins (Clerk) National Joint Committee Recommendation 2%

Street Cleaners National Joint Committee Recommendation 2%

Zoe McCall – to discussed/agreed

Denise Cloughton (National Living Wage increase) – discussions required about possible transfer to the Cross Park Association.

18. **Date of next meetings –**

Annual Parish Council Meeting, Wednesday 9<sup>th</sup> May (2nd Wednesday) @ Cross Park Pavilion, 6:30pm

Parish Council Meeting, Wednesday 9<sup>th</sup> May @ Cross Park Pavilion (to follow Annual Parish Meeting)

Annual Parish Meeting (Parish Assembly) Wednesday 25<sup>th</sup> April @ Cross Park Pavilion, 7:30pm

19. **Future agenda items**

*Chris Fribbins*, Clerk to the Council 4<sup>th</sup> April 2018