



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 10th October 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**
Cllr Pat Huntley-Chipper will have an interest in the Cross Park Association (CPA) activities as a trustee of the charity and the licence holder but will be able to contribute information and take part in discussions but not vote.
3. **To receive and sign the minutes of the Parish Council meeting 12th September 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. **Clerk's Report (not elsewhere on the agenda)**
Update on issues and actions since Council meeting 12th September 2018.
 - Any other items to report that do not appear elsewhere on the Agenda
7. **Centenary of the end of WW1**
Cllr Forrest to update council on progress (poppies on lampposts, the day's activities)
The beacon has arrived.
The soldier silhouette has been installed on a lamppost at the Stoke Road/Allhallows Road Junction
A leaflet has been prepared for the day's activities (11/11) and will be printed by the parish council.
A bugle has been obtained by the Chair.
The plaque to recognise the Allhallows Airfield (1916 to 1935) has arrived. It is planned to unveil this during the 11/11 activities (12:15, Allhallows Village Hall)
8. **Grant Requests for consideration**
 - a) Guides, Brownies, Rainbows – Activities £600 – further observations
 - b) Friends of Allsaints Church – WW1 Memorial Bench – Request for financial support for installing a memorial bench in the church grounds has been requested. If it was purchased by the parish council (and remain a parish asset) the VAT could be reclaimed.
9. **Planning**
 - a) **Medway Local Plan** – Response submitted, next stage will be Draft Local Plan for consultation at the end of 2018. The Clerk has attended a meeting on 'Planning for Hoo' (4/10) and will present a summary.
MC/18/0288 Allhallows Golf Course Avery Way Allhallows Rochester ME3 9QJ
Change of use of land for siting of 81 park homes for the purpose of permanent residential accommodation by persons over 50 years old and associated amenity space and allotments, permissive footpath, new pond and alterations to existing pond.
Planning comments have been submitted, indicating the ownership of the access road and concerns with the development while recognising the benefits that the s106 contribution to the parish council could have for the village residents. Meeting to be arranged with Turners Group regarding the s106 (joint with CPA)
10. **Highways and Footpaths**
 - a) Potential Parking Restrictions (The responsible Medway Officer has now left the authority, a meeting has been held with the Chair, Clerk and Medway Cllr Filmer)
 - b) Footpath Officers Report – Cllr Bowley.
Rights of Way Improvement Public Meeting scheduled at Stoke Village Hall 26th September.
There is a request for a formal response from the parish council (by early December).
 - c) Verbal contributions from Councillors
11. **Cross Park Issues**
 - a) **Governance**
A settlement figure on the balance of the budgeted Annual Revenue Grant for the Cross Park Association will be presented – this will be based on a full year amount of £2,500 less those costs that would have been the CPA's responsibility but paid for by the parish council.
 - b) **Building/Land Issues**
The monthly report from Trevor Bowley has been circulated by email.

The contract for land management (the responsibility of the parish council) is due for renewal in November, The contractor has been contacted regarding a renewal and our other contractor has been asked to quote – any feedback will be reported at the meeting,

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. MC/18/0288) – waiting for a decision from Medway Council. **There has been a response from the Turners Group re. s106 issues and a meeting will be arranged.**

ii) Temporary Changing Rooms

(a Cross Park Association Project/Cross Park FC). Update required from CPA.

iii) Pavilion

- An electrical inspection faults (non-critical) investigation is outstanding and will be scheduled soon. The emergency lights and fire alarms have been checked. To be followed up with CPA (but work that remains the responsibility of the parish council as it was outstanding at the time of the transfer).
- Cleaning responsibility moves to the CPA. The statutory period of redundancy was six weeks and will run to the end of October. A redundancy payment has been calculated based on the statutory amount.

12. Youth Club/Youth

a) Youth Club

Youth club sessions have now restarted after the summer holidays, and our youth worker has been attending training evenings on Tuesdays along with Peter Apostel

The older session (Tuesday) has been suspended due to lack of attendance (adult help was in place). To be revisited.

The initial younger session was poorly attended but there were more at the 3/10 session. Adult help is in place (although there is some issues when the parish council meet). A Halloween special is planned.

It has not been possible to schedule a meeting of the youth committee and it is still outstanding (there are additional issues to be discussed)

Recommend that an urgent meeting of the Youth Committee be arranged with youth club volunteers, Medway Youth, any interested youth and the Guides/Brownies/Rainbows to plan a way forward for the site and responsibilities (could be arranged alongside an Open Day/Youth Club evening).

b) Guides/Brownies/Rainbows

Further discussions and a decision is required on their application for grant (£600).

13. The Brimp Issues

c) Football Arena

The Youth Offending Team have started to carry out the dismantling. BTD Electrical have remove the floodlighting and wiring from the football arena.

d) Road and Lighting - No progress.

e) Additional Usage

There have been approaches about uses other than as a Youth Centre. The September meeting established primary use (especially evenings) as a Youth Centre. Other uses to be considered on their merits.

14. Recreation Ground –

The spring parrot has had a long term problem with plastic stopper falling out. This has been glued with an industrial glue. It is not a health and safety issue – no further updates.

15. 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) – Next meeting in September.
- Police Liaison (Cllr Bowley)
- Village Hall (Cllr Lovatt/sub. Cllr Forrest)
- Cross Park Association (Cllr Huntley-Chipper)
- Friends of All Saints Church (Cllr C Cook)

16. 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. J Cook)
- Allhallows Primary School Liaison (Cllr C Cook)

17. **Financial**
- a) **Finance Monitoring Reports**
 - b) **Receipts and Payments schedule** circulated for approval (initial version circulated/there may be further changes before the 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.
- a) The Annual Audit response has been received from PFK Littlejohn. Apart from reference to one box not being complete (minute reference) there are no comments. This had been identified early and a replacement page was sent to the auditor and was displayed on the noticeboards and is on the parish website. The final audit opinion and associated accounts are displayed on the noticeboards for the statutory period and stored on the web site for at least seven years.
 - b) **Street Cleaner Cover** - NORSE have been unable to cover for street cleaner's holiday. K Colyer did one hour a day extra (except for Wednesday) to cover the main priorities.
 - c) **Site for Dumpster** for Street Cleaners. Drawings are required to determine if a planning application is required and to seek a quote for the works (a previous quote was for a slightly different site) NO PROGRESS
 - d) **The amended employment contract** has been delivered to the Street Cleaners (signed and returned by all). Timesheets have been produced, for use at the end of September, but some further explanation/advice is required in filling these out.
19. **Date of next meetings -**
Parish Council Meeting, Wednesday 14th November 2018 @ Cross Park Pavilion (6:30pm)
20. **Future agenda items**

Chris Fribbins, Clerk to the Council 4th October 2018