



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 13th December 2017 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**
3. **To receive and sign the minutes of the Parish Council meeting 8th November 2017**
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. **Disqualification of Councillor**
Cllr Cresswell has not attended a meeting since April, without apology and acceptance of this by the parish council, after six months this means automatic disqualification. This is seeking approval of the issuing on Notice of Vacancy.
7. **Formal Complaint**
A local resident has made a complaint regarding the engagement of legal advice regarding Cross Park Projects approaches from Land Logical and the Turners Park Group, by the clerk without a formal recommendation from the council (although it was reported and actioned to protect the interests of the council). The email contact with the resident has been circulated. The parish council's decision in this complaint is required.
8. **Clerk's Report (not elsewhere on the agenda)**
Update on issues and actions since Council meeting 8th November 2017.
 - Tree inspection complete and report circulated.
 - Airfields Plaque – the Village Hall have agreed to a location at the hall, some further information has been sought from the organisation but may not be available regarding the date of closure. Publicity will need to be arranged for the unveiling.
 - FACEBOOK Issues
9. **Grant Requests** – None currently
10. **Planning**
 - a) **Medway Local Plan – to be monitored**
 - b) **Allhallows Plans for comment – none to date**
11. **Highways and Footpaths**
 - Potential Parking Restrictions (Medway Council are now working on it)
 - Footpath Officers Report
 - Verbal contributions from Councillors
12. **Partners and Community Together (PACT)**
A meeting was held on the 15th November – Cllrs Forrest/ C Cook to report. Further details/costings for CCTV at the shops at St Davids/Avery Way required and a decision on what support the parish council are willing to give.
13. **Cross Park Issues**
 - a) **Governance/Annual Financial Support and Responsibilities**
Charity registration forms have been submitted and queries dealt with. Comments from the Cross Park Association actually refer to the licence that will be required to operate the Pavilion and the grounds. The council have agreed that the income would be retained by them and a revenue support grant of £2,500 per annum would be paid. Cleaner responsibility would be transferred to the CPA, but the cost of land management would continue to be paid by the parish council. Once the charity is established by the Charity Commission the terms of the license would be subject to negotiation. The lack of a licence would have to be addressed in any case as responsibilities are not defined.
 - b) **Building/Land Issues**
The monthly report from Trevor Bowley will be circulated by email when it arrives.
 - i) **Cross Park Woodland Proposal (Land Logical)**
LL have engaged with Groundwork UK to help oversee and produce design for woodland and have sent a brochure of possible results. This has been distributed to councillors and could be the basis of communication with residents (although it falls short of a detailed project proposal or options). Residents have been given an assurance that they would be consulted when further information becomes available. A decision is required from the parish council on the next steps and how this brochure should be handled (there are some misleading statements in it that should be corrected before any further distribution). It also

appears that Land Logical want some further commitment before they carry out further detailed work (at their cost). **Council recommendation/s required.**

ii) **Permissive Footpath/Sport/Community Facilities**

The Allhallows Park (Kingsmead) owners have now carried out a public exhibition regarding their proposal to extend Allhallows Park (Kingsmead) with 81 new chalet/bungalows, and have confirmed their s106 planning commitments to provide:

- The permissive park (Recreation Ground to Cross Park Country Park)
- A bowling green on the sports area
- An extension of the pavilion to provide indoor sports, permanent changing rooms, social and community facilities (a new community centre).

These would be shared with the village and Allhallows Park residents. Cross Park would remain in the ownership of the parish council and operational details would have to be agreed (a possibility might be through an operational license with the Cross Park Association, but other options could be considered). There was no detail about the internals of the Pavilion extension/expansion and further discussions are likely to be needed to put together business plan for these facilities which would identify running costs and sources of income. It might be useful to engage with Rural Kent regarding this (possibly a funded piece of work rather than just advice). A further meeting will need to be arranged with TurnersGroup. A recommendation to engage with Rural Kent is required as will any further legal costs – the draft legal agreement has been reviewed by the solicitors, but a detailed assessment will need further information.

iii) **Temporary Changing Rooms**

(a Cross Park Association Project/Cross Park FC). At this time connection to water/drainage and electricity was planned but not complete.

iv) **Pavilion**

There have been two power cuts (expected to be external), these led to the main circuit board being tripped and all power cut to the pavilion, including the external shutters so there was no access to reset the trip. There was a problem using the manual over-ride and due to a misunderstanding, damage was done to the motor of the right hand shutter (from the car park) and there had to be an emergency call-out and repair (payments listed for payment). Procedures for the manual over-ride are now understood. The root cause was the electrical trip and it is proposed to engage our electrician to carry out a check.

v) Concerns continue to be raised by residents about the football activities around games and when changing after the game – this has been raised with the football club by the Vice Chair.

14. **Youth Club/Brimp Report**

More adult help/volunteers are still required. Looking to organise a meeting, or drop-in sessions, to help identify requirements. Meeting of Youth Committee was held and the youth club is being monitored.

a) **Football Arena**

ITSAGOAL visited the site, carried out some repairs, but dismantled some parts that needed welding back at their factory, so the arena remains locked out of use. They are scheduled to return on the Monday before the parish council meeting – there will be an update. They have suggested that an 'astroturf' flooring and paving blocks around the arena should be considered, but this would be additional cost. The electrician will also repair the floodlight wiring and a light.

b) **Road and Lighting**

Two road lights have been vandalised (Glass broken) one still works, one doesn't, one further light is not working – the electrician will repair these lights when he attends to fix the football arena lights. The plans to surface the road have been postponed by Bourne Leisure due to vandalism.

c) **Heating/Air Conditioning**

The Chair wishes to consider the fitting of AirCon/Heating at the Brimp. No quotes have been sought but indicative costs may be available.

15. **Recreation Ground –**

a) No issues raised

b) Play Equipment – There are problems with the base on one side of the zip wire – it is likely that this has been caused by multiple, larger youths using the equipment. It has been examined by Colin Davis who suggests that the manufacturer be contacted for the repair.

16. **Contributions from Representatives (2017/2018) on external bodies**

- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
- Rural Liaison (Cllr. K. Draper) – next meeting January 2018.
- Police Liaison (tba)
- Village Hall (Cllr. Forrest)
- Cross Park Association (Cllr Huntley-Chipper)
- Friends of All Saints Church (tba)

17. **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 (tba)

18. **Doctors Surgery – Opening Hours**

The Chair has asked for this item to be discussed. The hours do appear to be limited. The decision on hours and services would rest with the Hoo surgery.

19. **Financial**

- Finance Monitoring Reports circulated
- 2018/2019 Draft Budget circulated following the Finance Advisory Committee meeting and further work by the clerk – there was a suggested increase in the precept by 4%. There is still time to modify the budget and the level of the precept need to be agreed at the January 2018 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.

- The personnel advisory committee are recommending that the contracts of the Street Cleaners should be modified. They have been notified in writing about this. Further concerns about the operation have also been raised since the meeting and will need to be discussed with the exclusion of Press and Public as it will involve details of a personal nature.
- Street Cleaning Responsibilities/Cross Park Cleaner/Youth Worker

19. **Date of next meetings –**

Parish Council Meeting, Wednesday 10th January 2018 (2nd Wednesday) @ Cross Park Pavilion, 6:30pm

20. **Future agenda items**

Chris Fribbins, Clerk to the Council 7th December 2017