



ALLHALLOWS PARISH COUNCIL

MINUTES OF THE PARISHCOUNCIL MEETING HELD ON WEDNESDAY 12th MARCH 2025

Cross Park Pavilion @ 6:30pm

PRESENT:

Cllr Draper	Chair
Cllr Yvonne Forrest	Vice-Chair
Cllr Karen Draper	
Cllr Sue Morrice	
Cllr Trevor Bowley	
Cllr Kim Wood	
Cllr Jean Sheaves	
Mr Chris Fribbins	Parish Clerk

Apologies:

Cllr Clare Tarry

In attendance

3 + Medway Cllr Spalding

- 156 1 APOLOGIES FOR ABSENCE** Cllrs Tarry (Family) Proposed to Accept Apologies Cllr Karen Draper, Seconded Cllr Morrice ALL AGREED
- 157 2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest – Cllr Wood (Cross Park Association)
Audio Recording – Cllr Morrice – Audio recording for personal use
- 158 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 17th February 2025** Proposed Cllr Forrest, Seconded Cllr Mrs Draper as a correct record - All Agreed.
- 159 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) – None**
SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):
- 160 5 CLERK'S REPORT –**
 a) Village Hall Update – Cllr Spalding – reported on ongoing discussions.
 b) Community Grant – Village Hall Door – Parish Council to act a facilitator for the grant (pay for work from grant on behalf of Village Hall).
 c) Community Grant -Kingsmead Noticeboard (£2,000 had been granted, Cllr Forrest dealing with paperwork).
- 161 6 GRANT REQUESTS** – A grant request had been received from Festival One who were arranging a music festival in Cross Park following the successful event in 2024. £1,500 was requested to cover mobile toilets and Security Marshalls and First Aid. Proposed Cllr Mrs Draper, Seconded Cllr Morrice – ALL AGREED
- 162 7 PLANNING**
 a) **MC/24/2221 Installation of a "Wild River" swimming leisure feature**, including links into the building, supporting engineering works, landscape, and other associated works. Allhallows Holiday Park Allhallows Rochester Medway ME3 9QD NO COMMENT
 b) **MC/25/0379 Details pursuant to condition 5 (Landscaping) and 8 (Biodiversity enhancements)** on planning permission MC/20/2438 for Variation of condition 2 (approved plans) on planning permission MC/19/0007 to allow for a minor material amendment for changes to internal wall layouts; materials revised from zinc

cladding to facing brickwork; roof pitch revised to create a central ridge at same height as original and roof materials change to roof tiles. Land Rear of British Pilot Hotel Avery Way Allhallows Rochester Medway ME3 9QW

- c) **MC/25/0185 Construction of a single storey extension to rear of bar/restaurant** within existing service yard Allhallows Holiday Park Allhallows Caravan Park Allhallows Rochester Medway ME3 9QD
- d) **Allhallows Neighbourhood Plan** – Following a public meeting at the Village Hall 16/10, There needs to be consideration of progressing a plan and submission of the form for the parish area to be submitted to Medway Council for designation. To agree submission of designation (no financial implication). A plan for developing this and financial requirements will need to be supplied before the plan progresses Proposed Cllr Draper, Seconded Cllr Forrest AGREED (Four for, Two against)
- e) **Medway Local Plan General Report** – Nothing further expected until the draft plan is published for consultation in July/August.

163 8 HIGHWAYS AND FOOTPATHS

- a) **Footpath Officers Report** – Cllr Bowley submitted a detailed report which was circulated. Plans for Cross Park including tree planting were progressing. Some trimming of trees in St Georges have been carried out, but issues remain with trees outside of the parish council leased land at the recreation ground (St Georges and St Davids) – trees are now too tall, Medway Senior Tree Officer to be contacted (Clerk).
- b) **Verbal contributions** – There were continuing problems with potholes, especially Ratcliffe Highway. Fly-tipping continues and is actioned by Medway Council when reported.

164 9 LOCAL REPORT/ISSUES

- a) **Countryside Contract** – due to seasonal weather issues there had not been any cuts, (expected to restart in mid-March. In addition the contractor had been requested to clear the ditches on Binney Road and this had been completed.
- b) **Street Cleaning** – No issues reported.
- c) **Active Cemetery** – Nothing to report, maintenance continues.
- d) **General Issues** – The Church Steeple has not been completed; it was suggested that some issues with the colour of the bird on the steeple had been queried. Awaiting permission from the Diocese.

165 10 CROSS PARK IMPROVEMENTS (including s106)

- a) **Update on works completed and outstanding.** Details pursuant to the planning approval need to be approved before any construction work can commence. The Chair is progressing this with the architect/planning agent (estimated at £8k).
- b) The Chair as not yet been able to seek a quote for providing lighting in the Car Park.
- c) Trustee meeting to be arranged in April, following the holidays of a trustee, to agree the 2024 Yearly Report 26/3/25 16:00 at Cross Park.
- d) There had been some issues with teenagers using some top-soil heaps for 'BMX.'
- e) Cross Park events planned (24/8 Car Show, 5/7 Festival One)

166 11 YOUTH CLUB REPORT

- a) **Youth Club Issues** – an adult had entered the Youth Club to confront a youth. There will need to be a policy enforcing the locking of the gates Lisa Newstead will publish and explain. She has had some abuse of social media and has taken this up with some youths.
- b) **Pool table** planned to be moved into Brimp Building from Brick Store when resources can be arranged.
- c) **Extending Brick Store** – Quote accepted at the January meeting, liaison with the contractor underway and detailed drawings being created for builder. A further container has been delivered for the scouts, but final position to be confirmed to limit impact on extension works.

- d) **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 have paid the rental charge, initial payment (£300) received. Further usage to be invoiced. There have been some issues with their use of the building that will need to be discussed with the Scouts – they had over-loaded the Youth Club skip and it cannot be collected. In the Brimp some ‘tidying’ had been carried out.

167 12 CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES

- a) **KALC (Medway)** – No meeting.
 b) **Medway Council Rural Liaison** – No attendance, awaiting minutes.
 c) **Village Hall** – Cllr Forrest – The majority of the issues have been taken up by Medway Cllr Spalding. An issue has been raised regarding the installation of the Defib (and now stab kit) and certification, to be followed up. Not aware of any planned events.
 d) **Cross Park** – Cllr Bowley/Forrest – AGM Meeting arranged.
 e) **Friends of All Saint’s Church** – Cllr Forrest – events planned.
 f) **Slough Fort** – Annual events and VE day events scheduled.

168 13 REPORTS FROM OTHER MEMBER RESPONSIBILITIES

- a) **Allotments** Cllr Forrest Nothing further to report
 b) **Recreation Ground and Playpark** Cllr Morrice/Bowley – Annual Play Equipment inspection. Repairs to be carried out by Colin Davis, some parts have been ordered from Proludic.
 c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available. A STOP sign is required on the exit from the site as some vehicles are leaving the site at speed. Public Footpath sign laying in the grass.
 d) **Peninsula East Primary Academy School Liaison** (Cllr Tarry will need to be replaced) – Liaison continues.
 e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Liaison to continue with new contacts – meeting not yet arranged. Site has been tidied, and further work is anticipated on The Shades when the weather improves – S106 contributions to the Cross Park improvements are dependent on occupation of the site.

169 14 FINANCIAL

a) **Risk Management Policy/Risk Register**

The Clerk introduced an updated Risk Policy and Register to replace the basic version previously used. This is intended to be a 'living document' and reviewed, at least, annually, these had been distributed to councillors as part of the monthly council pack. Proposed Cllr Draper, Seconded Cllr Forrest that the policy and documents be adopted – ALL AGREED.

b) **Finance Monitoring Reports** –Bank balances 28/02/25. **Agreed to note**, bank reconciliations signed by the Chair.c) **Income/Receipts****February**

YC Tuck/Subs	£90
C Fribbins Vodafone Refund December	£57.85
C Fribbins Vodafone refund January	£57.85
Karate Hire	£25
Scouts Hire	£300

February (to date)

YC Tuck/Subs	£85
C Fribbins Vodafone Repay March	£57.85

FEBRUARY Transfer BRT to Current £5,000

d) **To make/Note payments for March 2025.**

Proposed Cllr Forrest, Seconded Cllr Sheaves – All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	250301		
John Price Salary/less PAYE	250302		
Mick Smith Salary/less PAYE	250303		
Colin Davis Salary/Less PAYE	250304		
HMRC PAYE	250305	592.60	
NEST Employee/Employer Pension	250306	75.43	
EDF Energy Brimp Electricity Bill	250307	454.65	21.65
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Contracting Ditch Clearance	550.00		
M&L Total Payment	250308	2,949.98	491.66
National Broadband Cross Park	250309	54.00	9.00
IRIS Staffology Payroll Software DD	250310	12.00	2.00
TJF Property Service Active Cemetery Grass	250311	160.00	
Community Sports Academy Youth Club **	250312	60.00	
Vodafone Brimp Wi-Fi	250313	92.85	15.48
Business Stream Allotment Water	250314	38.71	
Turtle Stab Kit	250315	116.38	
C Fribbins SLCC Subscription (pro-rata)	250316	160.00	
Cool Tech South East Brimp Aircon Repair	250317	318.00	53.00
Malwarebytes Virus Software	250390	29.99	
DBS Umbrella DBS LN	250391	18.00	3.00
DBS Umbrella DBS CT	250392	18.00	3.00
Microsoft Personal Annual	250393	84.99	14.16
Booker YC Tuck/Equipment ZEMPLER	250250	74.41	
Home Bargains YC Tuck/Equipment ZEMPLER	250251	9.24	

DD/Debit Card/Already Paid ** *** Awaiting Invoice

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

Proposed Cllr Draper, seconded Cllr Forrest – All Agreed

- 170 15 STAFFING ISSUES** – Early notice of the possible resignation of one street cleaner was discussed, terms of employment to be reviewed. No dates currently, but some local advertising to be prepared, as cover in the first instance.
An engagement of a local resident for ad-hoc jobs was reported, but terms of engagement to be agreed.
- 171 16 DATE AND TIME OF NEXT MEETING**
The next meeting will be the April 2025 Meeting of the Council Wednesday 9th April 2025 (Cross Park Pavilion 6:30pm).
- 172 17 FUTURE AGENDA ITEMS**
None, at 21:30 The Chair closed the meeting.

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