



ALLHALLOWS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 11th AUGUST 2021**

Cross Park Pavilion, 6:30pm

PRESENT:	Cllr Chris Draper	Chairman
	Cllr Yvonne Forrest	Vice-Chair
	Cllr Karen Draper	
	Cllr Sue Morrice	
	Cllr Len Lovatt	
	Cllr Dave Wiggins	
	Cllr Rachelle Freeguard	
	Mr Chris Fribbins	Parish Clerk
Apologies:	Cllr Trevor Bowley	
In attendance	No members of public	

540 1 APOLOGIES FOR ABSENCE

Cllr Bowley – Family event

541 2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)

Declarations of Interest – Cllr Freeguard declared an interest in items regarding Cross Park as a Trustee of the Cross Park Association and took no part in voting on these items. Cllr Wiggins is the council's liaison although a Trustee.

Audio Recording – Cllr Morrice. The Clerk will record the meeting for preparing minutes only and then it will be destroyed.

542 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 5th May Proposed as a correct record by Cllr Mrs Draper, Seconded Cllr Forrest. AGREED.

543 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) - None

544 5 TO NOTE UPDATES ON THE ACTION POINTS FROM PREVIOUS MEETINGS

None

SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker): No members of public in attendance

545 6 CLERK'S REPORT

- a) Update on issues and actions since last meeting
Restrictions on face to face meetings now removed, but duty of care remains. Hand gel/wipes available. Face coverings suggested when not sitting down for meeting.
- b) Any Other Items not on Agenda for report - None
- c) Letter from Hoo St Werburgh Parish Council
High Halstow have since sent a letter of support to the Hoo St Werburgh Parish Council 'vote of no confidence in Medway Council'. Councillors discussed. Parish Councils have no organisation link to Medway Council and the vote of no confidence has no impact on the Unitary Authority apart from publicity. Pressure on housing development on the Hoo Peninsula comes from the National Planning Policy Framework from Government and there are penalties (having to allocate a further 20% housing land) if the numbers are not provided for or the building rate is not achieved or maintained) and the ultimate threat of Government Department taking over the local planning process. The Allhallows Parish Council have their own issues

with the support from Medway Council and take this up through Peninsula Ward Councillors.

- d) www.allhallowskent-pc.gov.uk removal of Planning Tracker functionality Hugo Fox website.

The website is currently free (Bronze service), and current functions include a Planning Tracker for applications in the Parish, with a 'press button' link to the full details on the Medway Planning Website. The Bronze functions are being changed with the Planning Tracker moving into the Silver service, this costs £19.99 + VAT per month. Proposed Cllr Mrs Draper, Seconded Cllr Lovatt that the Allhallows PC website be upgraded to the Silver functionality when required. ALL AGREED

- e) Allhallows Golf Club

A letter has been received from Mr Nelson following up on his previous letter asking for him to be able to use the Cross Park Pavilion for his Social Club. He has now received a letter from Turners Group giving a notice to close and quit the current premises (26th October) and mentioning that the final pub in the village, The British Pilot, was now closed The Cross Park Pavilion is owned by the Parish Council but operated on a license by the Cross Park Association Charity on behalf of all the residents as a community centre. After a discussion it was agreed to continue to operate as existing, for its intended purpose.

546 7 COVID-19 – Coming out of Lockdown UPDATE

Official restrictions lifted on July 19th. Temporary regulations for remote/online meetings expired on 7th May 2021 so although a meeting could be 'broadcast' councillors would need to attend the 'face to face' meeting to vote. No decision meetings were held in June and July. Caution is still recommended at 'face to face' meetings.

Activities have been held at the Brimp and the opportunity has been taken to make changes at the Cross Park Pavilion. NOTED

547 8 Grass Cutting Contracts

Concerns have been raised by members of the public and councillors about grassed areas on both the Countryside Contract (hedgerows, recreation ground, Shellduck Woods, designated amenity land and some flower beds) and Cross Park (all grassed areas including the football pitch). The Clerk and Chair have been chasing the contractor regarding the failings with the aim to get these back in order. Details of the contracts were discussed.

There are problems at the peak grass/weed growing season every year and although this is normally from February to May, the 2021 growing season had been delayed due to the weather to June/July/August. The contractor has also had problems with broken equipment and, on occasion, getting access to the Recreation Ground from Shellduck Close due to cars blocking the entrance. The council pays an equal amount per month (1/12 of total project cost, Medway NORSE reimburse the Parish Council for the Countryside Contract (with an improved service and reduced cost from that offered by Medway NORSE). The Countryside and Cross Park contracts are currently in year one of a three year extension. There have been issues getting the contractor to inform the Parish Council when they are due to visit and what work will be/has been done. The Countryside Contract also specifies that arising must be removed when the grass is over a specified length at cutting time. **The Clerk reported that an official letter would be sent to the contractor about the issues.**

- 548 9 GRANT REQUESTS –** A grant to Strood Youth Centre for summer activities (end July and August) in the Parish had been supported at a non-decision making meeting in June. Formal approval of the grant request from Strood Youth for £800 to be funded from the youth budget was now sought. Proposed Cllr Morrice, Seconded Cllr Forrest ALL AGREED.

549 10 PLANNING

- a) **Allhallows Planning Applications:**

MC/21/2240 29 Avery Way Allhallows Rochester Medway ME3 9PX

Neighbourhood consultation on application to construct a single storey extension to

the rear. No Comments

MC/21/0921 British Pilot Avery Way Allhallows Rochester Medway ME3 9QW

Conversion to Coop supermarket. Comments sent, since approved.

MC/21/1752 6 Queensway Allhallows Rochester Medway ME3 9QB

No comments

MC/21/1638 Binney Farm Binney Road Allhallows Medway ME3 9PL

Demolition of existing buildings and construction of five pairs of 2 and 3-bedroomed houses with associated parking.

Comments sent regarding road access down Binney Road (single track with no passing places in parts). **ALL NOTED**

- b) **Medway Local Plan** No update (next consultation stage with development sites suggested due in November/December).
- c) **Notice of a Neighbourhood Plan for High Halstow Consultation Draft (Regulation 14)** has been received. Any comments to Clerk.

550 11 **HIGHWAYS AND FOOTPATHS**

- a) **Parking Restrictions** – no update.
- b) **Footpath Officers Report** – Cllr Bowley regular report was noted.
- c) **Verbal contributions** – Problems with parking (including a boat!) on pavements, and blocking them, reported. Silver Birch at Shellduck Close reported as an issue.

551 12 **CROSS PARK ISSUES**

Cllrs Freeguard and Wiggins declared an interest in this item as trustees of the charity, although Cllr Wiggins was the council's liaison with the charity.

a) **Governance Issues – Bank issues still outstanding**

Face to Face meeting now arranged with Barclays Bank, following the filing of 2018/2019/2020 annual returns. CPA bills continue to be paid by the Parish Council and will be reimbursed when the accounts are sorted.

b) **Wireless Broadband** – installed and working, although currently loaned to the Brimp, some work to improve speed required.

c) **Expansion of Facilities** – No further update from Turners Group meeting to be arranged now that nature investigations appear to be finishing and notice to quit issued to Golf Club. There will be implications on electrical/water supply and access road (2/3 Parish Council 1/3 Turners Group owned).

d) **Future Activities** – Proposals for a daytime Café and possible catering arrangements for hall hirers alongside community facilities have been discussed. Possible use by Rainbows/Brownies is being discussed, but Brimp may be better location.

552 13 **THE BRIMP ISSUES including Youth**

a) **Youth Club Issues** – A clean up and reorganisation of the building has been carried out. This was followed by several activities arranged with the Allhallows School to end of term discos and proms for all year's students (organised at short notice by Cllr Freeguard/Lisa Newstead assisted by Cllr Wiggins/ Liz Wiggins, Chris Rimmer and the Clerk.

b) **Floodlighting Football Arena** – awaiting quotes.

c) **Extending Brick Store** – Awaiting start date from approved contractor.

553 14 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

a) **ALLHALLOWS PACT** – Cllr Morrice – No meetings.

b) **KALC (Medway)** – Cllr Morrice/Forrest moved to ZOOM at last minute. There was a report that Medway Council would be carrying out a review of Parish Councils (including parish and ward boundaries) following the completion of councillor numbers and ward of the Unitary Authority- there are a number of elector numbers differences in some wards.

c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – Next meeting 29/9.

- d) **Village Hall** – Cllr Lovatt – There has been a problem reported with the flooring of the hall and will prevent use. This has been reported to the parish council's insurers (who cover the building insurance).
- e) **Cross Park** – Cllr Wiggins – Reported previously.
- f) **Village Fete** – Cllr Forrest – Regular draws continue.
- g) **Friends of All Saint's Church** – Cllr Forrest – No meetings. Building repairs/refurbishment continues (Heritage Lottery Funded).

554 15 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** Cllr Forrest – Nothing to report.
- b) **Recreation Ground and Playpark** Cllr Forrest – Safety surfacing works completed, but some further areas identified (especially fenced toddler area). Quote received from company that carried out other work. Suggested we ask them to carry out further work. Proposed Chair, Seconded Cllr Wiggins that the previous contractor to be appointed to carry our further safety surfacing works to a budget of up to £7,000 ALL AGREED (Virement from General Reserves of £17,000 required to cover past and future spend on Play Park) – ALL AGREED.
- c) **Bourne Leisure Liaison** Cllr C Draper – Meeting to be arranged with Bourne Leisure.
- d) **Allhallows Primary School Liaison** Chair – Meetings to be arranged. Circus day will be relocated to Cross Park.
- e) **Turners Group** – Reported earlier.

555 16 **FINANCIAL**

- a) **Finance Monitoring Reports (to 31 July 2021)** Financial reports were circulated, all agreed to note.
- b) **Income**
Receipts May/June/July/August Noted
- c) **To note payments in June and July Noted** (signed Cllr Forrest/Cllr Wiggins)

June

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	210601		
John Price Salary/less PAYE	210602		
Mick Smith Salary/less PAYE	210603		
Marion Eades Salary/less PAYE MS Cover	210604		
HMRC PAYE	210605	449.55	
NEST Employee/Employer Pension	210606	63.59	
EDF Energy Brimp Electricity DD	210607	102.00	4.86
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	210608	2,289.98	381.66
4G Internet Cross Park Broadband	210609	54.00	9.00
ZOOM Online Meetings	210610	14.39	2.40
British Gas Cross Park Heating **	210611	74.94	3.56
Colyn Property Services VH Grass Cutting	210612	60.00	
Printerland Brother Toner	210613	31.91	5.32
KCC Supplies Paper	210614	19.68	3.28
TJF Property Services Cemetery Grass Cut	210615	160.00	
Zurich Insurance Cross Park Pub Liability**	210616	157.00	
Medway Council Cross Park Rates 20/21	210617	108.00	
RM Shutters Cross Park Shutter Repair**	210618	120.00	
Safeplay Annual Playground Inspection	210619	354.00	59.00
Kent Air Ambulance Donation	210620	250.00	
Colyn Property Services Village Hall Grass	210621	60.00	

Colyn Property Services Noticeboard Repair	210622	199.00	
Direct Fire Protection Brimp Fire Inspect	210623	565.00	94.16
Direct Fire Protection Cross Park Inspect	210624	415.03	69.17
ICO Annual Subscription	210625	40.00	
Roofing UK Ltd (paid July)Cross Park Hatch	210626		
TJF Property Maintenance Cemetery Grass	210627	160.00	

July

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	210701		
Brimp Cleaning Materials	210701a	141.06	23.42
John Price Salary/less PAYE	210702		
Mick Smith Salary/less PAYE	210703		
Marion Eades Salary/less PAYE MS/JP Cover	210704		
HMRC PAYE	210705	482.50	
NEST Employee/Employer Pension	210706	66.62	
EDF Energy Brimp Electricity REFUND	210707	-192.53	-9.17
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	210708	2,289.98	381.66
4G Internet Cross Park Broadband	210709	54.00	9.00
ZOOM Online Meetings	210709	14.39	2.40
Cube Plumbing & Heating Cross Park Thermo**	210710	102.00	17.00
Fasthosts Email Upgrade CF	210711	65.87	10.98
KALC 2021/22 Subscription	210712	522.31	87.05
Colyn Property Services Village Hall Grass	210713	60.00	
TJF Property Services Active Cemetery	210714	160.00	
No1 Roofing UK Ltd Cross Park Hatch	210715	2,580.00	430.00
Colyn Property Services Village Hall Grass	210716	60.00	
Colyn Property Services Cross Park CoverRep	210717	84.00	
TJF Property Services Active Cemetery Grass	210718	160.00	
Cliffe & Cliffe Woods PC Certificate	210719	7.99	
Rialtus Alpha Software underpaid	210720	24.80	4.13
Colyn Property Services Village Hall Grass	210721	60.00	
AMAZON Brimp Paper Towels	210722	25.99	4.33
Strood Youth Services Summer Activity Grant	210723	800.00	

d) **To make payments for August** Proposed – Cllr Forrest, seconded – Cllr Wiggins
that the payments as listed be paid. – ALL AGREED

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	210801		
Cross Park Shutter Keys**	210801a	13.00	
John Price Salary/less PAYE	210802		
Mick Smith Salary/less PAYE	210803		
Marion Eades Salary/less PAYE MS Cover	210804		
HMRC PAYE	210805	479.86	
NEST Employee/Employer Pension	210806	66.62	
EDF Energy Brimp Electricity DD	210807	94.00	6.24
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	210808	2,289.98	381.66
4G Internet Cross Park Broadband	210809	54.00	9.00
ZOOM Online Meetings	210810	14.39	2.40
TJF Property Services Active Cemetery Grass	210811	160.00	
Colyn Property Services Village Hall Grass	210812	60.00	

Business Stream Allotment Water	210813	47.68
Medway Council DBS Charge	210814	56.80
Medway Council DBS Charge	210815	56.80
Donny Pollard CROSS PARK Decorating **	210816	650.00
John Liddiard Brimp Planning	210817	300.00
TJF Property Services Active Cemetery Grass	210818	160.00
PKF Littlejohn Annual External Audit	210819	480.00
Paid previously, to note Cross Park Association to refund **		

- 556 17 **STAFFING ISSUES**
The exclusion of press and public to discuss personal staff issues was moved by the Chair and seconded by Cllr Mrs Draper – **ALL AGREED**

- 557 18 **DATE AND TIME OF NEXT MEETING**
The latest Street Cleaner performance and issues were discussed.
The next meeting will be Wednesday 8th September 2021 at 6:30pm at the Cross Park Pavilion.

- 558 19 **FUTURE AGENDA ITEMS – Van Parking alongside Shellduck Woods on Avery Way.**
At 21:17 The Chair Cllr Chris Draper closed the meeting.

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