



ALLHALLOWS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 11th DECEMBER 2019**

AT CROSS PARK PAVILION, OFF AVERY WAY, ALLHALLOWS, at 6:30pm

PRESENT:	Cllr Chris Draper	Chairman
	Cllr Pat Huntley-Chipper	Vice-Chair
	Cllr Yvonne Forrest	
	Cllr Karen Draper	
	Cllr Carol Cook	
	Cllr Sue Morrice	
	Cllr Trevor Bowley	
In attendance	Mr Chris Fribbins	Parish Clerk
	7 members of the public	

- 148 1 **APOLOGIES FOR ABSENCE**
Cllr L Lovatt (Medical) (also Medway Cllrs Filmer and Sands)
- 149 2 **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
The Vice Chair Cllr Huntley-Chipper is the parish council's representative on the Cross Park Association, but a trustee of the Cross Park Association so she declared her interest in matters regarding Cross Park and would take no part in discussions if there was voting regarding the site.
Audio Recording
Cllrs Mrs Draper and Morrice indicated that they were recording audio for their own purposes.
- 150 3 **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 13th NOVEMBER 2019** Proposed as a correct record by Cllr Forrest, Seconded Cllr Huntley-Chipper. **AGREED.**
- 151 4 **MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)**
None
- 152 5 **TO NOTE UPDATES ON THE ACTION POINTS FROM PREVIOUS MEETINGS**

See updates in appendix.

SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker)

No adjournment.
- 153 6 **CLERK'S REPORT**

a) Community Award 2020, reminder that this needs to be agreed at the January meeting.
- 154 7 **GRANT REQUESTS – None**
- 155 8 **PLANNING Responses/Actions**
a) **Allhallows Planning Applications –**
b) **MC/19/1820 Allhallows Holiday Park, Allhallows Caravan Park, Allhallows, Rochester, Kent, ME3 9QN**
Assurance given that the large commercial vehicle parking site will be available to park resident/users.

- c) **MC/19/0889 80 Avery Way Allhallows Rochester Medway ME3 9PZ Construction of two storey side extension to form 2 - bedroomed maisonette with associated parking** - Refused by Medway Planning, but an appeal has been lodged by the applicant.
- d) **Medway Local Plan** – It has been suggested that the Strategic Land Availability Assessment (SLAA) be used as an indication of available development land in advance of the Local Plan. Although there is no consultation on this it will mean that new developments on ‘lack of Local Plan/3-5 year land supply’ can not be used as a reason for developments elsewhere. Due to highways concerns (Highways England) with the junction of the M2/A2 and A289, the next stage of the Local Plan will be in the summer. It is expected to go to the Medway Council Cabinet after the General Election for approval. The Clerk will continue to monitor.

156 **9 HIGHWAYS AND FOOTPATHS**

- a) **Parking Restrictions** – The Chair is following this up with Medway Council. No further progress.
- b) **Footpath Officers Report** – Cllr Bowley reported on his clearance works. Cllr Bowley’s report was circulated. He also reported on works on the ‘highway’ through the Avery Way wood – it is now clear and suitable for pedestrian use.
- c) **Verbal contributions** – None

157 **10 CROSS PARK ISSUES**

- a) **Expansion of Facilities** – VAT consultants identified to minimise tax on the development. A quote for their work has been received. Turners are reviewing the development before progressing.
- b) **Building/Land Issues**
Cllr Bowley’s monthly report was circulated. He reported on the damage being done to the footpaths on the site by horses accessing the site now that the land is soft due to rain. The Chair and others I trying to get names of the riders so they can be contacted.
- c) **Pavilion** – CCTV maintenance carried out – system unit cleaned to remove noise, security light on front wall replaced with a lower wattage unit due to moss ingress in old unit and extended switching on.
- d) **Electrical Inspection** – to be scheduled in January.

158 **11 YOUTH CLUB/YOUTH**

- a) **Youth Club** – A special Christmas Youth Club is being held on 18th December. Contact has been made with Medway Youth about a further volunteer (lives in Stoke) and he has attended one session.
- b) **Musical instruments** – Further identification of costs of instruments and secure storage required. Brick Store is likely to require sound-proofing
- c) **Future Planning - Youth Event** in Rainham has been organised by Medway Youth – attendees to be identified. Governance issues and general admin/organisation is now under review following the resignation of the Youth Worker.

159 **12 THE BRIMP ISSUES**

- a) **Football Arena** – Quotes for levelling and grassing the site. Quotes to be assessed at the January meeting. Funding is available in the current budget.
- b) **Additional Usage** – Slough Fort have used the centre for First Aid and Governance sessions (Saturdays November 9 and 16). Possible Self-Defence training is being investigated. authorisation was sought for the purchase of four tables for the centre – Proposed Cllr Forrest, Seconded Cllr Huntley-Chipper – ALL AGREED.
- c) **Electrical Inspection** – to be carried out in January. Electrical certificate for the Brick Store has been received so will also be carried out.

- 160 13 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**
- a) **ALLHALLOWS PACT** – Chair and Cllr Morrice – Not meeting until January.
 - b) **KALC (Medway)** – Cllrs Cook and Morrice – No meeting until January.
 - c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – No meeting until January, after the election.
 - d) **Police Liaison** – Cllr Bowley – nothing to report. Does look like this has folded and a HOO PACT organised in its place.
 - e) **Village Hall** – Cllr Lovatt – No report
 - f) **Cross Park** – Cllr Huntley-Chipper – Internal paint being organised.
 - g) **Village Fete** – Cllr Forrest – No update/Update.
 - h) **Friends of All Saint’s Church** – Cllr Forrest – No meeting.
- 161 14 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**
- a) **Allotments (Cllr Forrest)** – No issues. Possible site for new allotments is currently set-aside so cannot be used currently.
 - b) **Recreation Ground and Playpark** (Cllr Forrest and Vice Chair) nothing further.
 - c) **Bourne Leisure Liaison** (Cllr C Draper) – The Chair has been discussing the possible planting of large Christmas Tree on land in the ownership of Bourne Leisure (former garage/petrol site by main entrance)
 - d) **Allhallows Primary School Liaison** (Chair) – Nothing to report.
 - e) **Turners Group** – Awaiting feedback from their review and dates for development.
- 162 15 **Shellduck Land**
- a) Clerk has discussed recent refusal with John Liddiard and an appeal will be lodged..
 - b) A site meeting with Medway Norse has been held to identify the maintenance requirements for the site. It is designated as informal woodland and current requirements are basic. Possible lease to the parish council was mentioned (awaiting feedback). Repairs to the fencing have been carried out by the parish council and quotes for gates received.
 - c) Cllr Bowley reported on the proposal for gates to the site and the effectiveness of keeping out ‘fly-tipping’ of garden refuse and building waste. He has witnessed ‘neighbours’ lifting their fence panels to dump waste so gates would not be effective in keeping it out.
 - d) Bourne Leisure are planning to clear waste from the site (including cut branches and waste vegetation from the Medway Norse clearance etc.)
- 163 16 **FINANCIAL**
- a) Finance Monitoring Reports (to 31 November) Circulated and noted Receipts November
 - b) Corrections to the November R&P sheet were noted
John Price – Pay/PAYE reported amount was wrong
HMRC (following change to JP Pay) from £324.56 to £388.99
M&L Contracting (rate for Cross Park had changed from £308.53 to £316.66)
 - c) To make December payments Proposed – Cllr Morrice, seconded – Cllr Forrest that the payments as listed be paid. – ALL AGREED (the payments list was signed by the proposer and seconder)
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|---|--------|
| C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution | 191201 |
| John Price Salary/less PAYE | 191202 |
| Mick Smith Salary/less PAYE | 191203 |
| Marion Eades Cover for JP/MS | 191204 |

Zoe McCall Youth Club	191205		
HMRC PAYE	191206	342.83	
NEST Employee/Employer Pension	191207	66.78	
EDF Energy Brimp Electricity DD	191208	81.00	3.86
M&L Contracting Countryside Contract		1,565.00	
M&L Contracting Cross Park		316.66	
M&L Total payment	191209	2,257.99	376.33
TJF Prop Maint Active Cemetery	191210	160.00	
TJF Prop Maint Active Cemetery	191211	160.00	
AARDVARK Electronic Security CCTV/Sec Lite	191212	244.50	
K Draper Brimp Tables x 4	191213	187.50	31.19
L Newstead YC Tuck inc. Xmas	191214	13.97	
Paid previously, to note			

d) **2020/2021 Budget** – The draft 2020/21 budget has been circulated following the special meeting of Finance Committee (28/11). Cllr Forrest raised some issues with amounts that could be allocated to certain codes, but the total budget would cover these issues. The final budget will be presented to the January meeting for approval and setting of the 2020/21 Precept.

Exclusion of Press and Public: Proposed Chair, Seconded Cllr Huntley-Chipper ALL AGREED due to personal information discussions

164 17 STAFFING ISSUES

a) Issues regarding a feedback letter from one of the street cleaners was discussed.

165 18 DATE AND TIME OF NEXT MEETINGS

The next meeting will be Wednesday 8th January 2020 at 6:30pm at the Cross Park Pavilion, Avery Way, Allhallows.

166 19 FUTURE AGENDA ITEMS – None

At 19:41 pm The Chair Cllr Chris Draper closed the meeting.

Signed as a correct record of the proceedings.

Chair of Allhallows Parish Council

Action Point	Details	Review	ACTION
OCTOBER 17 (discussed at November & December meeting)	Cross Park – Community Facilities	Turners Group proposing permissive path/Bowling Green/Community Centre extension to Pavilion and permanent Changing Rooms as part of a s106 agreement for an extension to their residential park. Agreement in principle awaiting further details, Follow-ups underway with Turners. Turners report planning application submitted MC/18/0288. Further meeting with Turners Group who are looking to submit a planning application for the community facilities on behalf of the parish council. Rural Kent appointed to help with 'project management' if approval granted. Permission for 81 chalets now agreed, awaiting update on development from Turner Group	Chair/Clerk
FEBRUARY 17 C2017/1594	Street Cleaning	Site and dumpster required for street cleaners' bags until collected Site identified at Shellduck/Avery Way junction – details to be followed up. Drawings required so that consultation with Medway Planning can be done. Drawings sent to Dave Harris (Medway Council Planning) to see if planning permission is required. Planning Permission required – papers sent to John Liddiard. Planning application refused. Now re-submitted but refused again. Appealed	Clerk following up with Street Cleaners Chair/JC
AUGUST 18 C2018/1749c	Cross Park Electricals	An electrical inspection faults (non-critical) investigation is outstanding and will be scheduled soon. BTM have carried out maintenance work. Trying to arrange a visit to Allhallows Park (The mains feed) Now incorporated in a formal electrical inspection in January 2020	Clerk