

**ALLHALLOWS PARISH COUNCIL****MINUTES OF THE MEETING HELD ON WEDNESDAY 19 OCTOBER 2011 AT ALLHALLOWS VILLAGE HALL, STOKE ROAD, ALLHALLOWS AT 7.15 pm**

|                 |                         |              |                      |
|-----------------|-------------------------|--------------|----------------------|
| <b>PRESENT:</b> | Cllr Mark Skudder       | Chairman     | Except item 7b       |
|                 | Cllr Alan Marsh         |              | In the chair item 7b |
|                 | Cllr Mrs Yvonne Forrest |              |                      |
|                 | Cllr John Luck          |              |                      |
|                 | Cllr Mrs Pauline Martin |              | Items 1 – 10f        |
|                 | Cllr Mrs Wendy Myers    |              |                      |
|                 | Cllr Mrs Noleen Skudder |              |                      |
|                 | Mrs Roxana Brammer      | Acting Clerk |                      |

In attendance 28 members of the public

**Item no** *Action point*  
Minute no 2011/12/

**1 APOLOGIES**

408 An apology for absence was received from

Cllr John Lambourne On holiday

It was proposed by Cllr Mrs Skudder, seconded by Cllr Mrs Myers and carried unanimously that this apology be accepted by the Council. An apology for early departure was received from Cllr Mrs Martin. Apologies for absence were also received from Cllrs Phil Filmer, Chris Irvine and Tony Watson, Medway Council.

**2 CODE OF CONDUCT****409 a Declarations of Interest and Alterations to the Register**

Cllr Skudder declared a personal and prejudicial interest in item 7b, grant to the Parochial Church Council, as a member of the Parochial Church Council. Cllr Mrs Forrest declared a personal interest in item 9a, Allhallows Little Explorers, as the Council's nominee. Cllrs Skudder and Mrs Skudder declared personal interests, as members of the management committee and Cllr Mrs Myers declared a personal interest as a helper, in item 9b, Youth Club. Cllr Luck declared a personal interest in item 10f Cross Park as he cut the grass and a prejudicial interest should the grass cutting be discussed.

**410 b Standards Committee**

Cllr Marsh reported on the last meeting. The Localism Bill meant that the Standards Board would go and that responsibility for standards would revert to local authorities.

**3 MINUTES OF THE MEETING HELD ON 12 SEPTEMBER 2011**

411 It was proposed by Cllr Marsh, seconded by Cllr Mrs Skudder and agreed the minutes of the meeting held on 12 September 2011 be signed as a true record, with the following

amendments:

C/09/11/2 minute 338: add item 13g(iv) to Cllr Skudder's and Cllr Mrs Skudder's personal and prejudicial interests as members of the Youth Club management committee.

C/09/11/9i minute 360: add "Cllr Skudder announced he could not attend."

C/09/11/13g(ii) minute 385: add "for a further 6 months" after "be renewed".

Page 59: renumber minute numbers for items 20a to 26a from 400 to 407 inclusive.

#### **4 MATTERS ARISING**

##### **412 a C/09/11/26a minute 407: Kent Village of the Year**

Cllr Mrs Skudder said the village had won in two categories – Social Action and Best Newcomer. The prizes were £100 and £50 respectively and two trees to the value of £20 each. The judges had been complimentary. There had been reports in the Medway Messenger and Medway News. Cllr Mrs Skudder said she would get the certificates framed and they could be hung in the village hall.

#### **PUBLIC SESSION**

The Chairman suspended the meeting for the public session.

Cllr Luck asked if members of the public could put items on the agenda. He was informed that the agenda for any parish or town council was a matter for the chairman and clerk. A member of the public could write a letter about a matter. It would then be placed on the agenda as a matter of correspondence, subject to the discretion of the chairman and clerk. Councillors had the right to ask for items or resolutions to be put on the agenda for consideration.

Mr Woodhouse offered congratulations on the winning of the Kent Village of the Year awards and thanked everyone for their efforts in making this possible.

Mrs Bennett asked about the Matthew Homes development (Shelduck Close). The Chairman stated that this was an agenda item and her questions would be answered at that point in the meeting.

The Chairman thanked members of the public and re-convened the meeting.

#### **5 PLANNING**

##### **a Applications**

- 413 **i MC/11/2330:** Allhallows Leisure Park: Hybrid application consisting of an outline  
**&** proposal for the redevelopment and upgrading of the existing central facilities, new  
**ii** waterfront development and riverside shelters and full planning application for an  
 extension for existing lake

**MC/11/2333:** Allhallows Leisure Park: Application for variation of condition (viii) of ME/82/771 Approved 18/02/83 to provide for a revised layout of caravans

The Chairman said he would like to take both applications together and this was agreed. He then suspended the meeting to allow members of the public to contribute to the discussion. He asked Cllr Mrs Myers to outline the proposals. She said that she had laid out the plans for everyone to look at. She had shown the plans to and consulted residents of Avery Way whose properties backed on to the Park. Most had expressed

concern about potential loss of amenity with the proposed caravans being closer to their gardens and with the frequent change of occupants as opposed to the chalet owners who were largely a static population.

Cllr Luck complained he had not yet seen the plans and that a meeting of the Planning Committee had not been called. A member of the public was of the opinion that the entire village should have been notified of the plans.

Chalet owners present produced documents to show that the planning consent mentioned (ME/82/771) in asking for a variation did not cover the site occupied by the chalets and that therefore a new application should have been submitted.

Other concerns expressed were:

that the boundary shown as being the site owned by Bourne Leisure included the beach and foreshore, which was incorrect;

the public rights of way should be preserved and access not made difficult;

the central green space had been zoned in the original consent for recreational use;

there was a site of special scientific interest close to the lake and the enlargement of the lake would compromise this;

there were other touring caravan sites in the vicinity. Another would increase traffic on the Ratcliffe Highway and through the village and would affect the viability of the existing sites.

The Chairman thanked the public and reconvened the meeting.

Cllr Mrs Forrest said she had no objection in principle to the improvement of the leisure facilities. Cllr Luck asked that an extension of the time limit be requested from Medway Council in order for councillors to have a better opportunity of viewing and discussing the plans. After further discussion, it was agreed that an extension be requested, but if this was refused, it was proposed by Cllr Mrs Forrest, seconded by Cllr Mrs Skudder and agreed that the response to MC/11/2330 be sent as follows:

MC/11/2330

Allhallows Parish Council has no objection in principle to the upgrading of the existing leisure facilities, but has concerns and objections with the detail.

The Parish Council objects to the enlargement of the existing lake, which it believes will compromise the SSSI.

It would appear from the drawings that the addition to the existing buildings extends over the existing public right of way. It is important that the public rights of way across the site are not lost.

The drawings show the inclusion of the beach and foreshore within the applicant's ownership. The Parish Council is under the impression that beaches cannot be privately owned in this country and that therefore this part of the drawing is misleading. It is important that the riverside shelters remain within the site and are not constructed on the beach or foreshore. It is also important that the beach remains open to all.

The Parish Council objects to the provision of a touring caravan site. Avery Way is a residential street containing a primary school and the coming and going of caravans being towed would affect the amenity of the residents by virtue of increased and unsuitable traffic. It is particularly true of the section of Avery Way between St David's Road and its junction with the Ratcliffe Highway. This stretch usually has parked cars

on one side, the sightlines are poor and it is on an incline with a bend in the road. In addition, Allhallows Place, Stoke Road and the Fenn Bell Inn on the Ratcliffe Highway in St Mary Hoo have permission for touring caravan sites and the Parish Council questions the need for a further touring caravan site in the area.

The Parish Council has also been told that the central grassed area was for recreation use and originally had children's' play equipment which was used by village residents. This was stopped some years ago without warning or explanation and residents claim that this was in contravention of the original consent. Residents wish to see the preservation of the whole of this area for recreational use and would welcome the restoration of their right to use this.

It was then proposed by Cllr Skudder, seconded by Cllr Mrs Myers and agreed the response to MC/11/2333 be sent as follows:

MC/11/2333

Firstly, Allhallows Parish Council challenges the validity of this application. Long-term chalet residents have stated in a public meeting that the site of the application cited by Bourne Leisure, ME/82/771, did not include the area containing the chalets and produced a map displaying this. This therefore should not be a variation on a 28 year old consent but should be a new application.

The Parish Council objects to the replacement of the chalets with caravans. The chalets are occupied by lease holders for 10 months a year. They are permanent residents who pay council tax and we estimate the population of the chalets to be about 800. Children attend the local school. For the most part they look after their surroundings and behave in the same way as the majority of the other residents of the village. The plots are reasonably generous and although some chalets can be seen from the rear of properties in Avery Way, they do not constitute a nuisance, whether on visual or environmental grounds.

The proposed change to an enlarged holiday caravan site would seriously affect their amenity. From the plan, it would appear that the caravans would be sited closer to the Avery Way houses than the chalets currently are and would thus be more visible. There would be a constant change of occupiers, who would not be residents of the village and who would be unlikely to respect the permanent inhabitants in the same way. There could be around 2,000 holidaymakers in residence at any one time, as the caravans sleep more people than can be accommodated in the chalets. Some of the chalets are currently in single occupancy; it is unlikely that occupiers of the caravans would holiday alone. Residents anticipate increased noise and possibly rowdy behaviour. There would be increased traffic on change-over day.

The comment made in the response to MC/11/2330 about the preservation of public rights of way also applies to this application.

414 **b Decisions**

None notified.

415 **c Appeals and Other Matters**

None

**d Licensing Applications**416 **i Allhallows Golf Club**

It was reported that there was a notice at the Golf Club stating that they had applied for a variation to their premises licence.

**6 FINANCE**417 **a Bank Balances**

The bank balances as listed on Appendix B were noted.

418 **b Cheques signed since Last Meeting**

None.

419 **c Accounts for Payment**

It was proposed by Cllr Marsh, seconded by Cllr Mrs Martin and carried by 6 votes for and 1 against that the accounts for payment as listed on Appendix B be approved (cheques 103034 – 103037, 103039 - 103044) together with £19.94, K Colyer (overtime; cheque 103045); £140, Allhallows Village Hall Committee (103046); £140, EDF (103047); £23.64, BT Payment Services (103048); £166.40, D Cloughton (holiday pay; 103049) and £45, Tony Watson (cheque 103050).

420 **d Agreement to Pay Mrs K Draper**

The Chairman referred to a decision taken by the former Parish Council to pay Mrs Draper for the holiday entitlement she had not in fact taken from her appointment on 3 February 2010 to 31 March 2011. The total owed, less tax and NI, came to £746.42. He proposed this was paid. This was seconded by Cllr Marsh and agreed unanimously (cheque 103038).

421 **e KALC Training**

Cllr Mrs Skudder had attended the finance training on 7 October but Cllr Marsh had not been able to attend and there remained two training places paid for. Cllr Mrs Skudder said she had found the training excellent and wished to be kept informed of any other courses.

422 **f Finance Committee**

The next meeting of the committee would be held on Monday 31 October at the Brimp at 8 pm.

**7 GRANT APPLICATIONS**423 **a Royal British Legion Poppy Appeal**

It was proposed by Cllr Mrs Forrest, seconded by Cllr Skudder and agreed a grant of £100 be made under S 137 of the LGA 1972

424 **b Parochial Church Council**

Having declared a personal and prejudicial interest, Cllr Skudder left the room.

The Vice-chairman not being present, it was proposed by Cllr Mrs Skudder, seconded by Cllr Mrs Martin and agreed that Cllr Marsh take the chair. The PCC had asked for a contribution to the maintenance of the churchyard. Cllr Mrs Forrest said that £200 had been granted the previous year. After discussion it was agreed to defer the item for further information about the actual costs before a decision was taken.

Cllr Skudder returned to the meeting and resumed the chair.

**8 PERSONNEL COMMITTEE**

425 The next meeting would be held on Monday 31 October at the Brimp at 7 pm.

**9 YOUTH**426 **a Allhallows Little Explorers**

Cllr Mrs Forrest said the shed would be purchased when funds had cleared.

427 **b Youth Club**

Cllr Mrs Skudder reported the Monday evening football was being run with a football coach from Bourne Leisure. The Tuesday evening sessions attracted an average of 70 children and an average of 17 attended on Fridays. They were considering altering the age range for the Tuesday sessions, to move some of the younger children up to the older group. They would like to run an all day arts and crafts event on 19 December and Cllr Mrs Skudder asked for this to be put on the agenda for the next meeting.

**10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY****a Caretaking**

428 i. General Matters. A chair had been lodged in the play equipment. Mrs Colyer had tried to remove it but had been unable to do so. It was removed by Mr Apostel who was thanked by the chairman.

429 ii. Street Cleaning. A schedule of streets with prices had been received from Medway Council. Some of the streets were in other parishes and it was proposed by Cllr Marsh, seconded by Cllr Skudder and agreed the Acting Clerk progress the matter further.

430 **b Village Hall**

Cllr Mrs Skudder reported that the Chairman of the Village Hall Committee had contacted her about a power surge that had caused problems and had suggested that the Parish Council write to UK Power Networks. A request had been received from the Booking Clerk on behalf of the committee that the Parish Council remove its filing cabinets, as they were trying to rationalise storage for users.

**c Recreation Ground and Playpark**

431 i. General Matters. Cllr Mrs Skudder reported the new signs were up on the small playpark. Although not part of the Council's property, the question of a "no ball games"

sign on the green in St David's Road was raised. It would cost £170 to supply and install. It was agreed to place it on the agenda for the next meeting. The new swing seat had not yet been installed.

432 **d All Saints Allotments**

Cllr Skudder said he had seen Mr Wallace and chased him for the information required.

433 **e Woodland, Avery Way**

Nothing to report.

**f Cross Park**

434 Cllr Skudder reported that the asbestos report had been received. A small amount of asbestos had been found under the roof tiles and this would have to be monitored every six months. A duty officer was needed as all contractor activity needed to be signed off in a book that must be kept in the building. Cllr Skudder volunteered to be the duty officer as the pavilion was the property and responsibility of the Parish Council. It did not mean he had to be present personally when a contractor was signed off. It was understood from Mr Wood that only work inside the building remained and he was asked to confirm that in writing. Cllr Skudder proposed himself as the duty officer. This was seconded by Cllr Mrs Skudder and agreed unanimously. Cllr Skudder said he had been through the list of what remained to be done with Mr Wood and a working party would meet to organise the steps needed to open the building. Costs would be submitted to the Finance Committee. It was reiterated that no meeting could take place in the pavilion until the Parish Council agreed. Cllr Marsh suggested the meeting take place in the Village Hall on Monday 24 October as it was half term week and the hall should be available. Parish Council representation on the working party would be Cllrs Marsh, Skudder, Mrs Forrest and Luck. Cllr Luck reported that part of a large tree in a garden of a property in Avery Way had been cut down and the timber thrown over the fence into Cross Park. The cutting of the brambles had exposed rubbish.

**g The Brimp**

435 i. General Matters. There had been a request for a public meeting on Monday 14 November from someone about running a boxing club. It was proposed by Cllr Mrs Skudder, seconded by Cllr Marsh and agreed unanimously the meeting be allowed to take place.

436 ii. Social Club. Cllr Mrs Skudder reported there were up to 5 members each session. The Youth Club would purchase a sign to go at the end of the track and Bourne Leisure had no objections to this being put up, hoping to encourage more members.

437 iii. Football arena. Cllr Skudder reported the dispute with the supplier of the tiles was ongoing.

438 **h Noticeboards**

Cllr Skudder still had to fix acrylic sheet to the other board.

**11 COMMUNITY ACTIVITIES**

439 **a Project Morning**

It was reported that 12 volunteers had been present and 16 bags of rubbish collected.

More equipment was needed and Cllr Mrs Skudder would arrange this. Cllr Mrs Myers said she would speak to Veolia to see if they would be prepared to donate anything. Cllr Mrs Skudder suggested that the £150 prize money from the Village of the Year competition be used for community facilities. The next project morning would be on Saturday 12 November, meeting at the Village Hall at 8.30 am.

440 **b Councillors' Surgery**

The date for the indoor market had moved to 1 October. Comments had been made about the Bourne Leisure planning application. The next market would be on 22 October at the British Pilot.

**12 BOURNE LEISURE**

441 Cllrs Skudder and Marsh had met Richard Bradford, the General Manager. They felt it had been a useful meeting. Residents would be welcome to the firework display and this would be entirely funded by the holiday park.

**13 ALLHALLOWS PRIMARY SCHOOL LIAISON**

442 The Acting Clerk reported that the school had been helpful with the delivery of rubbish sacks for the Caretaker.

**14 MATTHEW HOMES**

443 Cllr Skudder reported he had written to Matthew Homes about the state of Shelduck Close. The Managing Director had replied he was obtaining quotations for getting the area up to the standard necessary before the hand-over to Medway Council. Cllr Skudder had written to Medway Council asking what pressures they were putting to bear. The next project morning would focus on the area and the Avery Way woodland opposite. They would cut off the vegetation growing over the pavement. Mrs Bennett was asked if her questions had been answered and she replied that they had been.

**15 HIGHWAYS AND TRANSPORT**

444 **a Bus Services**

Cllr Marsh reported he had spoken on the subject at the last Rural Liaison Committee meeting. Cllr Irvine had also attended, as had relevant Medway Council officers and Arriva. Arriva had said that if enough people came forward, they would trial the suggestions. Cllr Marsh was asking Cllr Watson to get involved. He understood that Stoke Parish Council was writing to other parishes and would ask their Clerk about it. There was now a service at 8.38 am at the holiday park.

**16 RURAL LIAISON COMMITTEE**

446 **a Representative's Report**

Cllr Marsh reported that apart from the item on buses he had already reported, other items had been the Fire and Rescue Service and its review of fire stations, flood and water management; the Local Development framework; Lodge Hill Development Brief; an update on cuts being made by the police and a review of the work programme and venues. He had put the parish forward as a potential host for a meeting but this would have to be next summer as it was too late for the next meeting in November, the January

meeting was already being hosted and the March meeting would be the open meeting and would be at Gun Wharf. He proposed the Parish Council offer to host the June 2012 meeting. This was seconded by Cllr Skudder and agreed unanimously.

447 **b Rural Liaison Grant Projects**

Nothing to report.

**17 KALC MEDWAY AREA COMMITTEE**

448 **a Representative's Report**

Cllr Skudder said the next meeting was the following week.

**18 POLICE LIAISON**

449 **a Representative's Report**

Cllr Luck said that he had not been able to attend the last meeting.

**19 COMMUNICATIONS**

450 **a Allhallows Life**

Cllr Mrs Skudder reported on feedback she had received from the last issue. The provision of salt bins and toddler play equipment had been mentioned. There had been criticism of the standard Medway sign on entering the village and nicer signs had been requested. Cobdown Hockey Club had gained 2 new members following their community notice. She said that the next edition would be going out shortly but she had more material than could be fitted into 12 pages and proposed a 16 page issue at an extra cost £125. Approximately 10% of this would be paid for by St Mary Hoo Parish Council. This was seconded by Cllr Marsh and agreed unanimously.

451 **b Website**

Nothing to report.

**20 WORK PROGRAMME**

452 Cllr Skudder had no update to report.

**22 CONSULTATION**

453 **a Boundary Commission Review on Parliamentary Constituencies**

Received.

**23 CORRESPONDENCE**

454 **a Community Advice Surgery**

Cllr Irvine was holding a community advice surgery and posters to advertise this had been put on the noticeboards.

455 **b Letter under Freedom of Information Act**

Cllr Mrs Skudder said that while the Acting Clerk was on holiday, she had made a request under the Freedom of Information Act direct to Cllr Mrs Forrest, who had been Chairman at the time the information requested had been generated. She had asked for a copy of an email or emails that Cllr Mrs Forrest had stated she had received concerning the necessity of commissioning an asbestos survey of the Brimp, although a survey had already been carried out and paid for by the Youth Club. She stated that this was the 20<sup>th</sup> working day and asked when she would get a reply. Cllr Mrs Forrest asked Cllr Mrs Skudder why she wanted this information. Cllr Mrs Skudder replied that there was no obligation under the Act to state why information was requested. An acrimonious exchange followed. Cllr Mrs Skudder then said she wanted the information in order to satisfy herself that Cllr Mrs Forrest had told the truth. Cllr Mrs Forrest continued to ask why. Cllr Mrs Skudder began to propose a motion of no confidence. The Acting Clerk having advised the Chairman this had to be a formal agenda item and that Cllr Mrs Skudder would have to supply the exact wording in time to be placed on the agenda for a meeting, he intervened and moved next business.

**24 DATE AND VENUE OF NEXT MEETING**

456 Wednesday 16 November at the Village Hall at 7.15 pm.

**25 REPORTS AND CIRCULARS**

457 None received.

**26 ANY OTHER BUSINESS**

458 **a Internal Auditor**

Cllr Skudder said he had been considering the amount of effort put in by the internal auditor free of charge and asked that the proposal of a thank you gift from the Chairman's allowance be put on the agenda for the next meeting.

The Chairman closed the meeting at 11.00 pm.

Signed .....Chairman

On the .....day of .....2011