

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 Tuesday 14th March 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 14th February 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
The Medway Local Plan Presentation - Clerk
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. **Clerk's Report**
 - Update on issues and actions since Council meeting 14th February 2017
 - Correspondence
 - Landscape Partnership Scheme for the Hoo Peninsular (led by RSPB) Update.
 - Annual Parish Meeting – Date Agreed (Wednesday 26th April) – Presentations/Invites ?
7. **Grant Requests –**
Allotments request outstanding.
8. **Youth Club Committee Report (Meeting 3/3/17)**
The committee met at the Brimp on 3/3/17. The Chair was appointed the Chair of the committee and Cllr K Draper as the Vice-Chair. The committee received an update on youth club activities, issues fixed and outstanding. The minutes will be circulated.
9. **Medway Hedgerow and Greenspace Contract**
Discussions have been held with NORSE and Medway Council regarding a transfer of the responsibilities from NORSE to the parish council. Responsibilities include:
 - Hedgerow Maintenance/cutting
 - Green Space Maintenance
 - Grass Cutting Recreation Ground (was indicated as Allhallows School on the schedule of works)
 - Grass Verges in the village
 - Amenity Grass Areas in the village

A figure has been provided by NORSE for this work, on behalf of Medway Council, although they indicate that it would be at a higher cost if Allhallows Parish Council were to ask for a quote – the cost to Medway Council would be the amount paid to Allhallows PC to carry out the work.

An alternative quote has been received from Turfsoil to do this work (at a reduced cost). This would leave some scope for improvements to the specification and some extra work.

A third organisation declined to quote after detailed discussion with the Chair/Clerk.

The Clerk has sought confirmation, that if the parish council agree to take on this work, and agree to appoint Turfsoil that they would be able to start on 1/4/17.

The parish council does need to note the responsibilities in the contract – it is not just the hedgerows. There are issues being reported with vehicles damaging the grass verges and amenity grass areas and there is unlikely to be additional funds to repair them all and a phased/prioritised scheme may be able to be funded from savings on the contract price. Monitoring of the contract will be essential.

A decision is required on taking on the responsibilities from 1/4/17 and the appointment of Turfsoil on the basis of their quote to do this work
10. **Planning**
 - a) **Medway Local Plan –**

Consultation Period extended to 10th April – the next meeting of the parish council will be the 11th April. It is suggested that a draft is circulated by the Clerk, for approval by email before the deadline so that issues raised by the presentation this evening can be considered.

b) Allhallows Plans for comment

None at present

11. **Highways and Footpaths**

- Footpath Officers Report (distributed). There have been concerns raised about parked cars on grassed areas in the village, including areas with pedestrian only access.
- Verbal contributions from Councillors

12. **Cross Park – Land Management Issues**

Permissive footpath from Cross Park to Recreation Ground – Documentation raised by Medway Council and sent to Turners Parks Group. Update.

Awaiting report from Medway Greenspaces about options for Cross Park.

Progress update and discussion about Changing Room provision (now grant received).

13. **Contributions from Representatives (2016/2017) on external bodies**

- KALC Medway Area (Cllrs Forrest and Huntley-Chipper (Vice Chair))
- Rural Liaison (Cllr. K. Draper)
- Police Liaison (Cllr. Luck, Substitute Cllr. D Bennett)
- Village Hall (Cllr. Forrest)
- Cross Park Association (Cllr. Luck) – Suggest there next meeting discusses governance
- Friends of All Saints Church (Cllr S Bennett)

14. **Reports from other member responsibilities**

- Allotments (Cllr. Forrest)
- Recreation ground and playpark (Cllrs. Forrest and Huntley-Chipper (Vice Chair)) – (there is graffiti on play equipment that needs to be cleaned off).
- Bourne Leisure Liaison (Cllr. C Draper (Chair))
- Allhallows Primary School Liaison (Cllrs. D & S Bennett)
- Allhallows Youth Club Liaison (Cllr. D Bennett) – **now Youth Club Committee**

15. **Management of Council's Land and Property**

Meetings with relevant committees to be arranged

- Cross Park – Changing Rooms, Further Developments
- The Brimp – Maintenance and future use of the site
Repairs to Football arena - site visit carried out and repairs carried out to flooring and netting, A further quote for fixing the missing panel and door and replacement of 'soft' metal cappings to other panels with aluminium (all existing ones have been damaged due to wear and tear) and possible replacement of the flooring awaited – still outstanding.

16. **Financial**

- Finance Monitoring
- To make payments – online payment and cheque list attached for councillors (final version at meeting)
Nb. **If** personal payments **need** to be discussed the Press and Public will need to be excluded)
- Year End 31/3/17 – suggest meeting of the Finance and GP be convened in April to discuss draft annual return figures before submission to internal audit.

17. **Staffing Issues**

Nb. If personal issues **need** to be discussed the Press and Public will need to be excluded.

18. **Date of next meeting –**

Parish Council Meeting, Tuesday 11th April 2017 (2nd Tuesday) @ Cross Park Pavilion, 6:30pm

19. **Future agenda items**

Chris Fribbins, Clerk to the Council
8th March 2017