



ALLHALLOWS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 5th MAY 2021**

ONLINE After APCM (ZOOM)

PRESENT:	Cllr Chris Draper	Chairman
	Cllr Yvonne Forrest	Vice-Chair
	Cllr Karen Draper	
	Cllr Sue Morrice	
	Cllr Trevor Bowley	
	Cllr Len Lovatt	
	Cllr Dave Wiggins	
	Cllr Rachelle Freeguard	
	Mr Chris Fribbins	Parish Clerk

Apologies:
In attendance No members of public

522 1 APOLOGIES FOR ABSENCE

None

523 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.

524 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 14th April Proposed as a correct record by Cllr Forrest, Seconded Cllr Freeguard.
AGREED.

525 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) - None

526 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): Neither ZOOM attendee un-muted when invited to speak to the council.

527 6 CLERK'S REPORT

a) Any Other Items not on Agenda for report

Eligibility to apply for a grant from FCC Communities Foundation unable to apply as planning permission required before application can be made. Approach made to Turners Group for possible inclusion of adult gym equipment in s106 for Allhallows Park (Kingsmead) expansion, awaiting feedback.

528 7 COVID-19 – Coming out of Lockdown UPDATE

A roadmap has been published that hopes all restrictions will be lifted on June 21st. Social Distancing events indoors 17th May (Community Centres can open 12th April with strict Social Distancing. Cross Park Association and the Youth Club (Brimp) will need to assess when they are ready to open

a) **Future Meetings** – Extension of regulations to allow remote meetings has not been extended by the Government past 7th May. Future meetings to be face to face at Cross park Pavilion, although with strict social distancing requirements for

the June meeting, suggested that this meeting be cancelled and face to face meeting return in July when restrictions are due to be removed.

- b) .To enable **Broadband access at Cross Park** 4G Broadband has ben ordered for Cross Park and a further router in the Brimp to be considered,

528 8 **Annual Reporting**

a) **To Approve the Annual Governance Statement of the 2020/21 AGAR**

Proposed Cllr Mrs Draper, Seconded Cllr Wiggins AGREED,

b) **To Approve the Accounting Statement of the 2020/21 AGAR**

Proposed Cllr Freeguard, Seconded Cllr Wiggins AGREED.

The AGAR (annual report) will be submitted to the External Auditor (PKF Littlejohn) on the parish council website and all three noticeboards for the period for the exercise of rights to request access to background information by appointment with the Clerk. (14/6/21-23/7/21), although will be displayed earlier.

529 9 **GRANT REQUESTS - NONE**

530 10 **PLANNING**

a) **Allhallows Planning Applications:**

MC/21/0741 77 very Way Allhallows Rochester Medway ME3 9QW

Construction of a detached annexe to rear of garden. Proposed Cllr Forrest, Seconded Cllr Wiggins that no objection to application, subject to this being ancillary to the main building.

Cllr Morrice mentioned issues with the new shop in the Avery Way Parade.

Permission has been granted for amended signage. Issues with entrance to be monitored.

Medway Local Plan No update.

531 11 **HIGHWAYS AND FOOTPATHS**

- a) **Parking Restrictions** – Regular issues discussed (especially next to shopping parade). Should be illegal to park next to a dropped kerb (disabled access). Suspicion that Medway Council will not be taking powers to enforce no parking on the pavement due to problems narrowing the road, but problems with access for pedestrians, wheelchairs/push chairs. Ongoing with Medway Peninsula Ward members,
- b) **Footpath Officers Report** – Cllr Bowley regular report was noted. He has been given a key to Cross Park gate to enable removal of waste material by a neighbour in Avery Way. Quads, motor bikes and horses had returned to Cross Park/Recreation Ground. Photographic evidence required and to be reported to PCSO/Police for enforcement.
- c) **Verbal contributions** – Cllr Bowley had provided a detailed report that had been circulated.

532 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** – Barclays Bank are still insisting on a face to face meeting to resolve issues, but have no business managers available (they are all allocated to government COVID grant issues). The Charity Commission are chasing past annual returns that had not been completed by the previous trustees (but cannot be completed until the old account information can be accessed.
- b) **Expansion of Facilities** – No further update from Turners Group.
- c) **Building/Land Issues** - Cllr Bowley's monthly report was circulated.
- d) **Hatch/Hand Washing Facilities** Quotes had been received on installing a hatch between the hall and the kitchen and the implications of providing catering facilities has been assessed. Cllr Wiggins has received three quotes for installing the hatches and the hand washing facilities required for catering and these had been circulated before the meeting. Councillors reviewed the quotes and costs.

Cllr Mrs Draper, Seconded Cllr Lovatt that the work be approved. AGREED.

Proposed Cllr Forrest , Seconded Cllr Mrs Draper that the quote from No.1 RoofingUK Ltd at £2,150+VAT (£430) on the basis of the quality proposed be approved. AGREED.

Proposed Cllr Forrest, Seconded Cllr Lovatt that the Parish Council fund the work from the Cross Park Improvements Ear Marked Reserve. AGREED (*modified quote excluding CIS as agreed received after the meeting*).

533 13

THE BRIMP ISSUES including Youth

- a) **Youth Club Issues** – Preparation for return of youth club now needs to be done.
- b) **Floodlighting Football Arena** – awaiting quotes.
- c) **Extending Brick Store** – Planning Application has been submitted. Awaiting Planning Permission.

534 14

CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES

- a) **ALLHALLOWS PACT** – Cllr Morrice – No meetings.
- b) **KALC (Medway)** – Cllr Morrice/Forrest
- c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – There was discussion about the HIF bid (Rail service) Minutes to be circulated.
- d) **Village Hall** – Cllr Lovatt – Was open for voting, judo on Saturdays.
- e) **Cross Park** – Cllr Wiggins – Reported previously.
- f) **Village Fete** – Cllr Forrest – .500 club draws being made monthly.
- g) **Friends of All Saint’s Church** – Cllr Forrest – No meetings.

535 15

REPORTS FROM OTHER MEMBER RESPONSIBILITIES

- a) **Allotments** Cllr Forrest – Nothing to report.
- b) **Recreation Ground and Playpark** Cllr Forrest – Safety surfacing completed.
- c) **Bourne Leisure Liaison** Cllr C Draper – Bourne Leisure have been taken over, by Blackstone Asset Management, but still operating.
- d) **Allhallows Primary School Liaison** Chair – Meetings to be arranged. Circus day may be relocated to Cross Park.
- e) **Turners Group** – Expansion work could start soon (Autumn). A meeting will be required to discuss their development plans and impact on Cross Park access.

536 16

FINANCIAL

- a) **Finance Monitoring Reports (to 30 April 2021)** Financial reports were circulated, all agreed to note.
- b) **Income**
Receipts April/May Noted
- c) **To make payments for December Proposed – Cllr Wiggins, seconded – Cllr Forrest that the payments as listed be paid. – ALL AGREED** (the payments list will be signed by the proposer and seconder later)

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	210501		
Cross Park Keys	210501a	10.00	
John Price Salary/less PAYE	210502		
Business Car insurance	210502a	36.00	
Mick Smith Salary/less PAYE	210503		
Marion Eades Salary/less PAYE JP Cover	210504		
HMRC PAYE	210505	464.43	
NEST Employee/Employer Pension	210506	66.62	
EDF Energy Brimp Electricity DD	210507	102.00	4.86
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	210508	2,289.98	381.66
ZOOM Online Meetings	210509	14.39	2.40

Business Stream Allotment Water	210510	111.52	
Colyn Property Services Playground Repairs	210511	46.00	
Pauline Bowdery Internal Audit (external)	210512	80.00	
Fasthosts Council email service		132.00	22.00
Zurich Municipal Parish Annual Insurance		2,334.19	
TJF Property Services Cemetery Grass Cutting		160.00	
4G National Broadband Cross Park Broadband		99.01	16.50
4G National Broadband Cross Park Broadband		5.28	0.88
Colyn Property Services Village Hall Grass Cutting		60.00	
4G National Broadband Cross Park Broadband		54.00	9.00
M&M Developers LLP Playground Safety Surfacing	14,762.40		2,460.40
TJF Property Services Cemetery Grass Cutting		160.00	
Paid previously, to note Cross Park Association to refund **			

537 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**

- a) The latest Street Cleaner performance was discussed.
issues have been reported with large/heavy items being put in rubbish bins.
- b) Grass Cutting – some reports of need to do Amenity Land/Recreation Ground.
There was a problem with the access to the Recreation Ground being blocked by parked car.

538 18 **DATE AND TIME OF NEXT MEETING**

The next meeting will be Wednesday 14th July 2021 at 6:30pm at the Cross Park Pavilion.

539 19 **FUTURE AGENDA ITEMS – None**

At 21:40 The Chair Cllr Chris Draper closed the meeting.

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