



## 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 in the Cross Park Pavilion, Wednesday 10<sup>th</sup> April 2024 @ 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 and notification of audio recording or filming**
3. **To receive and sign the minutes of the Parish Council meeting 10<sup>th</sup> January 2024.**
4. **Matters arising from minutes (not on Agenda)**  
***SUSPENSION OF MEETING FOR PUBLIC SESSION***  
***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)***
5. **Clerk's Report (not elsewhere on the agenda)** Update on issues and actions since previous meeting.
  - a) **Any other items** to report that do not appear elsewhere on the agenda.
  - b) **Annual Report (AGAR)**
    - a. **Risk Assessment** (as circulated) for annual review/approval
    - b. **Asset List** (as circulated)
    - c. **Approval of AGAR Section 1 Annual Governance Statement 2023/2024**
    - d. **Approval of AGAR Section 2 Accounting Statements 2023/2024****Internal Audit scheduled for May 24<sup>th</sup>, publication of AGAR Tuesday May 28<sup>th</sup>.**
6. **Grant Requests** for consideration – None currently
7. **Planning**
  - a) **Allhallows Planning Applications**  
MC/24/0617 Construction of a part two, part single storey extension to rear 238 Avery Way Allhallows Rochester Medway ME3 9QJ
  - b) **Medway Local Plan** General Report – Further Regulation 18 Consultation to be carried out – primarily for Community/Infrastructure Plans. Medway's Assessment and Draft Local Plan will follow in **Autumn** 2024, which will identify preferred development sites. Target adoption of Local Plan is Autumn 2025.
8. **Highways and Footpaths**
  - a) **Footpath Officers Report** – Report on Public Rights of Way and land maintenance.
  - b) **Verbal highways & footpath Issues** reports from Councillors.
9. **Local Report/Issues**
  - a) **Countryside Contract** (hedgerows/amenity land/Closed Churchyard/Recreation Ground/Shellduck Woods) Contractor has been contacted about future arrangements/reporting etc.
  - b) **Street Cleaning** Report/Issues
  - c) **Active Cemetery** Report/Issues
  - d) **General Issues** Report/Issues
10. **Cross Park Improvements (including s106)** - Update on works completed and outstanding –
  - VAT implications of s106 works planned and already carried out being investigated.
  - Consideration of Eastern boundary high tree maintenance.
11. **Youth Club Report** (Including Brimp Youth Centre)
  - a) **Youth Club Issues** -Community Payback have continued to carry out maintenance tasks at the Brimp.
  - b) **Brick Store Expansion** –  
The Clerk/Chair continue to discuss funding opportunities (through the Whose Hoo project).
  - c) **Brimp Site Usage.**
12. **Contributions from Representatives on external bodies**
  - a) **PACT** (Cllrs Morrice and vacancy)
  - b) **KALC Medway Area** (Cllrs Morrice and Forrest)
  - c) **Rural Liaison** (Cllr Mrs Draper, substitute Cllr Forrest)
  - d) **Village Hall** (Cllr Forrest)
  - e) **Cross Park Association** (Cllr Bowley)
  - f) **Allhallows Fete Committee** (Cllr Forrest)
  - g) **Friends of All Saints Church** (Cllr Forrest)

13. **Reports from other member responsibilities**
  - a) **Allotments** (Cllr Forrest)
  - b) **Recreation ground and playpark** (Cllrs Morrice & Bowley).  
The Lease renewal has been agreed (effective from the November meeting has been received for signing)
  - c) **Bourne Leisure Liaison** (Cllr Draper)
  - d) **Peninsula East Academy School Liaison** (Cllr Morrice)
  - e) **Turners Group (Allhallows Park (Kingsmead))** (Cllrs Draper, Cllr Forrest and the Clerk)
14. **Financial**
  - a) **Finance Monitoring Reports** to 31/03/2024 (Year End)
  - b) **Receipts and Payments schedule** for note/approval as required (circulated)  
Any additional payments will be circulated (there may be further changes before the meeting where an updated version will be circulated).

Nb. **If** personal details or contract quotes **need to be discussed** the Press and Public will need to be excluded  
***Exclusion of Press and Public - To discuss confidential matters.***
15. **Staffing Issues** Any Staff issues
16. **Date of next meetings -**  
Annual Parish Meeting 24<sup>th</sup> April 2024 7:00pm, Cross Park Pavilion (meeting for residents, organised by the PC)  
Annual Parish Council Meeting 8<sup>th</sup> May 2024 6:30pm, Cross Park Pavilion to be followed by May Parish Council Meeting
17. **Future agenda items**

*Chris Fribbins*, Clerk to the Council 4<sup>th</sup> April 2024