



**ALLHALLOWS PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 11<sup>th</sup> MARCH 2020**

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

<b>PRESENT:</b>	Cllr Chris Draper	Chairman
	Cllr Pat Huntley-Chipper	Vice-Chair
	Cllr Karen Draper	
	Cllr Yvonne Forrest	
	Cllr Sue Morrice	
	Cllr Trevor Bowley	
	Cllr Len Lovatt	
In attendance	Mr Chris Fribbins	Parish Clerk
	0 members of the public	

- 210 1 APOLOGIES FOR ABSENCE**  
Cllr Cook apologised for non-attendance and reported unforeseen circumstances
- 211 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.
- 212 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 12<sup>th</sup> FEBRUARY 2020** Proposed as a correct record by Cllr Forrest, Seconded Cllr Lovatt. **AGREED.**
- 213 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)**  
None
- 214 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) NONE**
- 215 6 CLERK'S REPORT**
- **Any other items to report that do not appear elsewhere on the agenda.**  
The clerk reported on a meeting held on 26/2/20 at the Cross Park Pavilion with PCSO/Medway Community Safety, Turners Group, Mr Johnson, Cllrs Forrest, Morrice, Cook and the Clerk (Cross Park 26/2/20). PCSO/Medway reported on actions taken to curtail the nuisance and look to see if there were longer term solutions to the problems. The Clerk also reported on damage caused to Cross Park paths and football pitch by horses. Turners had put up fences to limit access to the 'golf course'.
  - **Damage to Recreation Ground/Cross Park** Since the last meeting and following the Cross Park meeting referred to previously, there had been reports of damage to the Recreation Ground and use of play equipment by horse riders as 'jumps'. Signs were proposed to indicate a 'ban' on motor bikes and horses at Cross Park and the

recreation ground – the clerk to investigate, purchase and arrange erection as necessary. He would also inform horse riders, via their stables/fields of the issues.

- Christmas Tree on Bourne Leisure land at entrance to Holiday Park. The Clerk/Chair have sought to clarify issues with ongoing permission/maintenance but not officially agreed in writing.

**216 7 BRIMP DEVELOPMENTS**

- Progress of football arena.** The landscaping works had been completed, but the heavy rain and storms had delayed the grass seeding. Proposed Cllr Forrest, seconded Cllr Morrice that tough sport turf be investigated, and costs reported.
- Verbal Report on progress.** Investigations were ongoing into additional music tuition. Discussions still underway on music studio, no progress to report.
- Extension of Brick Store** – to accommodate toilet/kitchenette and additional rehearsal space suggested. Further investigation required to investigate feasibility/cost. It would make the store more self-sufficient.
- Electrical Inspection of the Brimp** – There had been several issues raised. It has been agreed that issues relating to the Brick Store be carried out at the cost of the builder and other issues to be rectified by BTD Electrical – to be scheduled.

**217 8 GRANT REQUESTS**

A request had been received by letter for one off funding for the Kent/Sussex/Surrey Air Ambulance. Proposed Cllr Forrest, Seconded Cllr Mrs Draper that £250 be granted to the air ambulance request – ALL AGREED.

**218 9 INTERNET/BROADBAND ACCESS AT CROSS PARK/THE BRIMP**

The Clerk reported on costs per building of providing a 'wireless' 4G service was discussed. Agreed to investigate wired solution. Priority to be given to The Brimp and Cross Park to be considered as part of the planned improvements.

**219 10 PLANNING**

- Allhallows Planning Applications** – None
- Medway Local Plan** – Consultations planned on Hoo 'Master planning', also consultations on 'Whose Hoo' Heritage Lottery Fund application and Medway Ward electoral boundaries.

**219 11 HIGHWAYS AND FOOTPATHS**

- Parking Restrictions** – It has been agreed to place double yellow lines in the entrance to the Haven holiday park.
- Footpath Officers Report** – Cllr Bowley reported on his clearance works. Growth had been cut back in the path through the Avery Way Woods.
- Verbal contributions** – Cllr Morrice reported on issues raised at the Church Open Session. Waste behind St Davids (reported to Medway), Binney Road parking.

**220 12 CROSS PARK ISSUES**

- Expansion of Facilities** – No further feedback at present work starts on their site expansion in the Autumn.
- Building/Land Issues** - Cllr Bowley's monthly report would be circulated after the meeting due to technical issues.
- Pavilion** – A leak in the roof had been detected, temporary repair and permanent fix carried out by Colyn Property Services on request of Clerk.
- Electrical Inspection** – Now scheduled in January carried out – awaiting report and a few small items still to complete.

**221 13 YOUTH CLUB/YOUTH**

- Youth Club** – Now moved to Tuesdays (from Wednesdays). Further investigation taking place to expand use of the site. The Chair had acquired a trampoline for use at the Brimp – insurance implications to be checked.
- Future Planning** – Planning continues.

**222 14 THE BRIMP ISSUES**

- Electrical Inspection** – carried out some failures to be corrected by builder.

- 223 15 CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**
- a) **ALLHALLOWS PACT** – Cllrs Cook and Morrice – No meeting but ongoing issues being chased. A map of Highways Land is being chased (available on Medway Website, from Medway Council and the Clerk may be able to print one from Ordnance Survey sources held by C&CW PC). Issues had been raised with state of private raised flower beds at the Avery Way shopping parade.
  - b) **KALC (Medway)** – Cllrs Cook and Morrice – Meeting had discussed s106 agreements and developments.
  - c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – The March meeting would also be followed by a meeting open to all parish councillors (invitation had been sent by Medway Council).
  - d) **Village Hall** – Cllr Lovatt – Fiona Mason had passed away and funeral arrangements notified. The parish council agreed a donation to her charity of choice (Friends of The Wisdom Hospice). £50 donation proposed by Chair, seconded Cllr Forrest (All AGREED) cheque raised for delivery at the funeral.
  - e) **Cross Park** – Cllr Huntley-Chipper – An informal meeting of the Cross Park Association had been held and issues regarding trustee changes, banking changes and future are to be followed-up.
  - f) **Village Fete** – Cllr Forrest – Meeting to be held on Monday.
  - g) **Friends of All Saint’s Church** – Cllr Forrest – Plans for VE day event progressing. No meeting had been held.
- 224 16 REPORTS FROM OTHER MEMBER RESPONSIBILITIES**
- a) **Allotments (Cllr Forrest)** – No problems reported.
  - b) **Recreation Ground and Playpark** (Cllr Forrest and Vice Chair) reported elsewhere.
  - c) **Bourne Leisure Liaison** (Cllr C Draper) – The Chair has continued discussion with the site manager regarding the Christmas Tree and the promise of some community work (Shellduck Woodland Clearance/large branch cutting – waste area and into neighbouring gardens) – awaiting feedback from them.
  - d) **Allhallows Primary School Liaison** (Chair) – Nothing to report.
  - e) **Turners Group** – Awaiting feedback from their review and dates for development.
- 225 17 SHELLDUCK LAND UPDATE**
- a) **Trees overhanging neighbouring gardens** – Medway NORSE have agreed to cut these back. Branch over proposed waste site to be cut back.
  - b) Cllr Bowley had been clearing some waste from the site.
- 226 18 ASSET LIST/ASSET MONITORING/RISK ASSESSMENT**
- Reminder of need for a quarterly audit of finances required.  
 Noted list of updated Asset list as circulated (now stored in software package).  
 Further review required in next council year.  
 Report NOTED.  
 Initial agreement to provide new/follow-up training in Play Equipment inspection/reported has been organised date to be agreed with supplier and Cliffe & Cliffe Woods Parish Council.
- 227 19 FINANCIAL**
- a) Finance Monitoring Reports (to 29 February) Circulated and noted  
 Receipts February/March  
 Feb Youth Club Subs/Tuck £101.52, Mar £70.39 to date  
 VAT Refund to 1/4/19 to 29/2/20 £7,088.16

- b) To make payments for March Proposed – Cllr Forrest, seconded – Cllr Morrice that the payments as listed be paid. – ALL AGREED (the payments list was signed by the proposer and seconder)

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	200301		
C Fribbins Office 365 Sub	200301A	59.99	10.00
John Price Salary/less PAYE	200302		
John Price Boots/Trousers	200302A	36.22	
Mick Smith Salary/less PAYE	200303		
Marion Eades Cover for JP/MS	200304		
HMRC PAYE	200305	278.09*	
NEST Employee/Employer Pension	200306	58.92	
EDF Energy Brimp Electricity DD	200307	102.00	4.86
M&L Contracting Countryside Contract		1,565.00	
M&L Contracting Cross Park		316.66	
M&L Total payment Subject to invoice	200308	2,257.99	376.33
L Newstead YC Tuck	200309	14.00	
Colyn Prop Servs Toddler Park Fence	200311	30.00	
Colyn Prop Servs Village Hall LM	200312	60.00	
Colyn Prop Servs Village Hall LM	200312a	60.00	
Medway Skips Brimp Waste Removal	200313	440.00	88.00
TJF Prop Servs Active Cemetery	200314	160.00	
K Draper YC Tuck	200315	81.60	13.60
Colyn Prop Servs Cross Park Roof Leak	200316	178.00	
Amazon Brimp First Aid	200317	7.45	1.34
L Newstead YC Tuck	200318	12.05	
Printerland Printer Toners	200319	228.97	38.16
Mike's Maindrain Brimp Cesspit Empty	200320	168.00	28.00
The Friends of Wisdom Hospice Donation	200321	50.00	(CHQ)
Kent Air Ambulance Donation	200322	250.00	

**Paid previously, to note**

\*To be calculated EOY

\*\*On receipt of Invoice

**229 20 STAFFING ISSUES**

a) No issues raised. Vehicle parking remained an issue with cleaning some gutters.

**230 21 DATE AND TIME OF NEXT MEETINGS**

The next meeting will be Wednesday 8<sup>th</sup> April 2020 at 6:30pm at the Cross Park Pavilion, Avery Way, Allhallows.

Annual Parish Meeting to be held 15<sup>th</sup> April 2020 at 7:30pm at the Cross Park Pavilion. Arrangements for the Annual Parish Meeting discussed.

**231 22 FUTURE AGENDA ITEMS – None**

At 20:55 The Chair Cllr Chris Draper closed the meeting.

Signed as a correct record of the proceedings.

Chair of Allhallows Parish Council

<b>Action Point</b>	<b>Details</b>	<b>Review</b>	<b>ACTION</b>
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, <b>awaiting update on development from Turner Group</b>	<b>Chair/Clerk</b>
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 <b>refused again. Appealed</b>	<b>Clerk</b>
AUGUST 18 C2018/1749c	Cross Park Electricals	An electrical inspection faults (non- critical) investigation is outstanding and will be scheduled soon. BTD 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 – <b>Inspection complete awaiting report</b>	<b>Clerk</b>