



ALLHALLOWS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 15th APRIL 2020**

ONLINE (ZOOM), at 6:30pm

PRESENT: Cllr Chris Draper Chairman
Cllr Karen Draper
Cllr Yvonne Forrest
Cllr Sue Morrice
Cllr C Cook

Mr Chris Fribbins Parish Clerk

Apologies: Cllr Trevor Bowley
Cllr Len Lovatt
Cllr Pat Huntley-Chipper

In attendance 0 members of the public

232 1 APOLOGIES FOR ABSENCE

There were technical issues with attendance, although audio only links were also distributed, and three tablet devices had been distributed (2 just before the meeting)

233 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

None (the ZOOM recording would be available short-term)

234 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 11th MARCH 2020 Proposed as a correct record by Cllr Forrest, Seconded Cllr Morrice. AGREED.

235 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)

None

236 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

237 6 CLERK'S REPORT

• **Any other items to report that do not appear elsewhere on the agenda.**

Now that government regulations have been passed to allow 'remote meetings' for attendance at parish council meetings and the ban on face to face meetings was in force, arrangements for accessing meetings for councillors and the public had been agreed. An audit of parish councillors had identified technical issues with some problems and a three small Amazon Fire 7 tablets had been purchased (£49.99 each). The initial purchase was allocated to Cllr Morrice and two further ones had arrived just before the meeting, so were unable to be configured and used in time (Cllr Bowley and the Vice-Chair, Cllr Pat Huntley-Chipper). Details of this meeting

were advertised on the Parish Council Web Site and Facebook page – there had been no request for access and no member of the public had joined the meeting.

- **Christmas Tree** – Contact had been made with Bourne Leisure and a number of issues had been raised by them. Any planted tree may need to be removed at short notice and a power supply for lights would not be easily provided. A mobile tree may be a better solution. It would be difficult to progress this.

238 7 BRIMP DEVELOPMENTS

- a) **Progress of football arena.** The contractor has made arrangements to apply topsoil and seed the land, so it was not now possible to turf. Work should continue through the lockdown. The Chair had acquired an external tap and hosepipe to keep it watered when seeded.
- b) **Verbal Report on progress.** No progress to report during closedown.
- c) **Extension of Brick Store** – Medway Planning had been approached by the Clerk to get an initial view of the proposal to insure there were no listed building They had requested drawings of the proposals.
- d) **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 BT Electrical – to be scheduled when closedown is eased.

239 8 GRANT REQUESTS

A request for funding had been received via Kent Association of Local Councils for a contribution to the British Red Cross. Proposed £100 be granted to Red Cross for their work in the area (s137 Expenditure) Proposed Cllr Morrice, Seconded Cllr Cook – AGREED.

240 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. Since the last meeting the possibility of remote access to meetings has meant that this access would be need in Cross Park – BT have indicated that any new line installations would be delayed until at least July. This would incur an installation cost (unknown) and monthly line charges (plus any broadband charges).

241 10 PLANNING

- a) **Allhallows Planning Applications** – None
- b) **Medway Local Plan** – Consultations planned on Hoo 'Master planning', also consultations on 'Whose Hoo' Heritage Lottery Fund application and Medway Ward electoral boundaries – while some consultation is continuing, it is not possible to hold consultation events.

242 11 HIGHWAYS AND FOOTPATHS

- a) **Parking Restrictions** – Double yellow lines have been placed in the entrance to the Haven holiday park, although parked vehicles have been a problem due to the lockdown. As non-highways land, this did not have to be advertised.
- b) **Footpath Officers Report** – Cllr Bowley reported on his clearance works. He is continuing to carry out works at Cross Park, the Recreation Ground, Shellduck Woods and Avery Way wood footpath and others in the area.
- c) **Verbal contributions** – Cllr Morrice report ed (non-Highways/Footpath issues with Fly Tipping in Homewards Road – reported to Medway Council and via the Medway Community Warden – Ian Sears. This is a growing problem as Re-cycling Centres operated by the District/Unitary Authorities have been closed during the lockdown.

243 12 CROSS PARK ISSUES

- a) **Expansion of Facilities** – No further feedback at present work starts on their site expansion in the Autumn – to be followed up after the lockdown,
- b) **Building/Land Issues** - Cllr Bowley's monthly report was circulated.
- c) **Electrical Inspection** – To be scheduled after the lockdown is ease

- d) **Temporary Harras Fencing** – Has been erected by Turners Group to limit access to their land and Johnson’s field to and from the Recreation Field and Cross Park – some of this had been vandalised and torn down. It continues to be monitored. Panels had been cable-tied together and easily separated, some had since been connected by brace with nut and bolt.

244 13 **YOUTH CLUB/YOUTH**

- a) **Youth Club –Future Planning** – Stood down due to lockdown. The Chair had acquired a trampoline for use at the Brimp (insurance details to be checked).

245 14 **THE BRIMP ISSUES**

- a) **Electrical Inspection** – carried out some failures to be corrected by builder when lockdown eased,

246 15 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **ALLHALLOWS PACT** – Cllrs Cook and Morrice – No meeting
 b) **KALC (Medway)** – Cllrs Cook and Morrice – No meeting
 c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – The special March meeting had been cancelled due to the closedown.
 d) **Village Hall** – Cllr Lovatt – No meetings due to close down. Our contractor continues to manage the outside.
 e) **Cross Park** – Cllr Huntley-Chipper – No meetings due to close down, There has been a query about access for the cleaner, but no issue as long as social distancing requirements are met. Grass cutting continues via our contractor, but on a reduced schedule. This may be an opportunity to treat the wooden steps from the pavilion to the football pitch.
 f) **Village Fete** – Cllr Forrest – It had been agreed to cancel the 2020 event due to the close down.
 g) **Friends of All Saint’s Church** – Cllr Forrest – Plans for VE day event have been cancelled due to the lock down. No further meetings held.

247 16 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments (Cllr Forrest)** – Water bill received, but meter had not been read by Business Stream for a year, so meter would be checked to make sure estimated bills are not too high or low (*since checked, no problems*)
 b) **Recreation Ground and Playpark** (Cllr Forrest and Vice Chair) Play Park is officially put of use due to the lock down, but unable to practically lock out of use – there had been some ‘unofficial’ usage, but this had been reported. Grass continues to be cut, on a reduced schedule).
 c) **Bourne Leisure Liaison** (Cllr C Draper) – No meeting due to lock down.
 d) **Allhallows Primary School Liaison** (Chair) – Closed due to Covid-19.
 e) **Turners Group** – Awaiting feedback from their review and dates for development.

248 17 **SHELLDUCK LAND UPDATE**

- a) **Trees overhanging neighbouring gardens** – Medway Norse have visited the site to remove overhanging branches in the southern wood (shop end). This has left one part of fencing loose, but ownership responsibility not clear – Medway Norse feel it is probably the house owner’s issue to resolve (as did residents backing onto the Northern (school end) site).
 b) Cllr Bowley had been clearing some waste from the site.

249 18 **FINANCIAL**

- a) Finance Monitoring Reports (to 31 March) Year End reports, a Draft (AGAR) financial report was also Circulated, all noted.
 Receipts March/April Noted

March – Youth Club £30.80 & £48.59, VAT Refund £7,088.18. s106 Contribution to play equipment
 April (expected) Medway Council – Precept £53,474, CTRS £2,860, Rural Liaison £4,801

- 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			
	200401		
John Price Salary/less PAYE	200402		
Mick Smith Salary/less PAYE	200403		
Marion Eades Cover for MS	200404		
HMRC PAYE	200405	331.65	
NEST Employee/Employer Pension	200406	64.82	
EDF Energy Brimp Electricity DD	200407	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	200408	2,257.99	376.33
Medway Council Brimp Business Rates	200409	474.05	
TJF Prop Servs Active Cemetery	200410	160.00	
Colyn Prop Servs Village Hall IM	200411	60.00	
Business Stream Allotment Water (estimate)	200412	52.47	***
KALC Annual Subscription	200413	519.94	***
Rialtus Accounting S/W Annual	200413A	148.80	24.80***
12Pay Payroll S/W Annual	200414	79.20	13.20
TJF Prop Servs Active Cemetery	200415	160.00	
Printerland Printer Toners (part 2/2)	200416	66.16	11.03
Colyn Prop Servs Village Hall IM	200417	60.00	
Fasthosts Email provision Annual	200418	132.00	22.00
AMAZON Fire 7 Tablet	200419	49.99	8.33
AMAZON Fire 7 Tablet x 2	200420	99.98	16.66
British Red Cross Donation	200421	100.00	

Paid previously, to note

*To be calculated EOY

**On receipt of Invoice

*** Corrected total (Rialtus) and reference numbers (Clerk)

250 20 STAFFING ISSUES

- a) Noted that the Street Cleaners continued to carry out their work, although there was less litter as people were staying at home and the school was closed. Some people are using Norse and Parish Council litter bins for their domestic litter and filling them.
- b) The issue of upgrading the PC Laptop computer was raised by the Clerk (as budgeted for 2020/21). This meeting was managed from the current Laptop which was continuing to show problems of age. Proposed Chair, seconded Cllr Mrs Draper that the replacement of the laptop be progressed by the Clerk.

251 21 DATE AND TIME OF NEXT MEETINGS

The next meeting will be Wednesday 13th May 2020 following the Parish Council Annual Meeting at 6:30pm online using ZOOM (Meeting Number and Meeting Password to be made available on request by email, by 5:30pm on the date of the meeting)

252 22 FUTURE AGENDA ITEMS – None

At 20:05 The Chair Cllr Chris Draper closed the meeting.

Signed as a correct record of the proceedings.

Chair of Allhallows Parish Council

Action Point	Details	Review	ACTION
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, awaiting update on development from Turner Group	Chair/Clerk
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 refused again. Appealed	Clerk
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 – Inspection to be completed after 'lockdown'	Clerk