



**ALLHALLOWS PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 13th OCTOBER 2021**

**Cross Park Pavilion, 6:30pm**

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

Apologies: Cllr Rachelle Freeguard  
Cllr Trevor Bowley

In attendance One member of public  
Cllr Freeguard on ZOOM,  
but unable to vote.

- 577 1 **APOLOGIES FOR ABSENCE**  
Cllrs Bowley – Unwell, Freeguard (work)
- 578 2 **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**  
**Declarations of Interest** – Cllr Wiggins declared an interest in items regarding Cross Park as a Trustee of the Cross Park Association but is the Parish Council appointed liaison.  
**Audio Recording** – Cllr Morrice. The Clerk will record the meeting for preparing minutes only and then it will be destroyed.
- 579 3 **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 8<sup>th</sup> September** Proposed as a correct record by Cllr Mrs Morrice, Seconded Cllr Forrest.  
**ALL AGREED.**
- 580 4 **MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) - None**  
**SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):** One member of public in attendance
- 581 5 **CLERK'S REPORT**  
a) A closed Facebook page had been created by a local resident to try and raise objection to the parish council decision to not support the Hoo St Werburgh vote of no confidence in the Medway Council.
- 582 6 **GRANT REQUESTS** – Grant request for £200 had been received from Sarah Scales regarding a Halloween Event being staged at Slough Fort, open to residents. Due to the need to plan the event, the funding was required before this meeting. Parish Councillors had been contacted by email and had confirmed support, in principle so grant agreed by Chair/Clerk using delegated powers. The Parish Council was asked to confirm: Cllr Karen Draper Proposed, Cllr Morrice Seconded that the grant request be approved – **ALL AGREED.**
- 583 7 **PLANNING**  
a) **Allhallows Planning Applications:** Work being carried out at Haven Holiday Park (2014 planning approvals. Work underway at British Pilot and Kingsmead (Allhallows) Park.

- b) **Medway Local Plan** Publication of Draft and public consultation now delayed due to problems with documentation available and issues with Chatham dockyard allocation for housing. Now expected to be approved in late February 2022.

584      8      **HIGHWAYS AND FOOTPATHS**

- a) **Footpath Officers Report** – None Cllr Bowley unwell)  
 b) **Issues with large vans parking adjacent to Shellduck Woods** – Tyre valves were cut on vans parked at that location.  
 c) **Verbal contributions** – The Chair had been consulting with Medway Peninsula Ward Cllr Filmer regarding parking issues in the village and Cllr Filmer was due to be checking out issues,

585      9      **CROSS PARK ISSUES**

Cllrs Freeguard declared an interest in this item as a trustee of the charity.

a) **Governance Issues – Bank issues still outstanding**

Issues had been experienced getting access to the previous (Community Association) account to transfer their remaining funds (c. £8,600) as previous trustees had refused to sign cheque. Alternative action underway with bank.

- b) **Expansion of Facilities** – Turners are progressing work on their site and consulting with Cllr Bowley regarding work on the boundary with Cross Park and the former Golf Course. Cllr Freeguard and the Clerk had attended a site meeting with their project manager as substitutes for Cllr Bowley.

- c) **Building/Land Issues** – Extractor fan fixed in disabled toilet. Outside front floodlight fixed. Further issues had been identified following heavy rain, reoccurrence of problems with the disabled toilet sink attachment to wall and external low wall. Colyn Property Services to be contacted.

- d) **Football Usage** – Cross Park FC contacted regarding pitch hire costs etc. they had raised the issues of extra grass cutting and line marking (being investigated).

- e) **Future Activities** – Café use at weekends being trialled.

586      10      **THE BRIMP ISSUES including Youth**

- a) **Youth Club Issues** – Since reopening the Youth Club attendances had been around 40 each week. There have been three youths that have been helping as part of their Duke of Edinburgh Award scheme. A meeting with Strood Youth officers has taken place about mutual support and expansion of activities.

- b) **Floodlighting Football Arena** – Repairs/Replacements of external lighting at the Brimp has been conducted. Smoke detectors had date expired and have been replaced. Due to the evenings drawing in, the Chair had carried out action to order the installation of floodlighting poles (x3) for fitting with floodlights and emergency lighting until complete. The Clerk had reminded the Chair of the Financial Regulations/Standing Orders. Verbal support from parish councillors had been received to progress the work – now complete – that the chairman felt this was a health and safety issue to protect the children as they couldn't be seen easily by the helpers / volunteers. Lighting to be fitted by BTD Electrical. Proposed Cllr Chair, Seconded Cllr Morrice that retrospective approval for the floodlighting works be approved. **ALL AGREED.**

- c) **Extending Brick Store** – Awaiting date for works (current supply problems continue currently).

587      11      **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **ALLHALLOWS PACT** – Cllr Morrice – No meetings.

- b) **KALC (Medway)** – Cllr Morrice/Forrest – Future meeting planning.

- c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – 29/9 meeting discussed Local Plan issues, Minutes to be circulated when available from Medway Council.

- d) **Village Hall** – Cllr Lovatt – A claim under the Parish Council Insurance has been made. A loss adjuster has been appointed and a contractor appointed to dry out the main hall due to the storm damage (despite an issue when the village hall had been used without permission). It was suggested that a Loss Assessor be appointed to protect the Parish Council/Village Hall's interests. Proposed Chair, Seconded Cllr Forrest that a Loss Assessor be appointed.
- e) **Cross Park** – Cllr Wiggins – Reported previously.
- f) **Village Fete** – Cllr Forrest – Regular draws continue. Meeting held; next fete will be 9/7/22. 500 Xmas raffle being organised. AGM held; Lisa Newstead appointed Chair.
- g) **Friends of All Saint's Church** – Cllr Forrest – No meeting but some issues with works being conducted under their Heritage Lottery Grant. Power for the Parish Council to conduct works in the Active Cemetery has been questioned, but financial support for grass/hedge cutting would be allowed. Issue to be discussed with church. Proposed Chair, Seconded Cllr Wiggins that a letter be sent to the Parochial Church Council regarding concerns with the condition of the Active Cemetery. **ALL AGREED.**

588 12 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** Cllr Forrest – Nothing to report.
- b) **Recreation Ground and Playpark** Cllr Forrest – Work to complete the safety surfacing of the toddler area and some other minor repairs (to be carried out at no extra cost) now scheduled.
- c) **Bourne Leisure Liaison** Cllr C Draper – Liaison continues.
- d) **Allhallows Primary School Liaison** Chair – Meetings to be arranged.
- e) **Turners Group** – Reported earlier.

589 13 **FINANCIAL**

- a) **Finance Monitoring Reports (to 30 September 2021)** Financial reports were circulated, all agreed to note.
- b) **Income**  
Receipts September/October Noted
- c) **Poppy Purchase/Donation** Proposed Chair, Seconded Cllr Lovatt that the Poppy Purchase/Donation of £100 be approved – **ALL AGREED.**
- d) **To make payments for October** Proposed – Cllr Forrest, seconded – Cllr Morrice that the payments as listed be paid. – **ALL AGREED**

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	211001		
John Price Salary/less PAYE MS Cover	211002		
Mick Smith Salary/less PAYE	211003		
Marion Eades Salary/less PAYE MS/JP Cover	211004		
HMRC PAYE	211005	461.63	
NEST Employee/Employer Pension	211006	66.62	
EDF Energy Brimp Electricity DD	211007	94.00	6.24
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	211008	2,289.98	381.66
4G Internet Cross Park Broadband	211009	54.00	9.00
TJF Property Services Active Cemetery Grass	211010	160.00	
TJF Property Services Active Cemetery Grass	211011	160.00	
Colyn Property Services Village Hall Grass	211012	60.00	
Colyn Property Services Village Hall Grass	211013	60.00	
Colyn Property Services Brimp Door Paint	210114	40.00	

Gravesham Council Premises Licence	210920	100.00	REFUNDED
Gravesham Council Premises Licence Transfer	210921	23.00	
Royal British Legion Poppy Appeal	210922	100.00	
Lisa Newstead Youth Club Tuck	210923	117.51	
Sarah Scales Grant for Halloween Event	210924	200.00	
Lisa Newstead Youth Club Tuck	210925	26.40	
Rialtus Business Solutions Asset S/W	211015	145.20	24.20
KALC Finance Conference	211016	60.00	10.00
Safeplay Zip Wire Brake fit	211017	447.30	74.55
C&CWPC SLCC Subs Prorated	211018	102.78	
BTD Electrical Cross Park Electricals	211019	425.50	
Rachelle Freeguard Youth Club Tuck	211020	18.10	
Lisa Newstead Youth Club Tuck	211021	91.25	
AJS Construction Brimp Floodlighting Poles	211022	1,260.00	210.00
Karen Draper Youth Club Float	211023	100.00	

Paid previously, to note Cross Park Association to refund \*\*

590 14

**STAFFING ISSUES**

The exclusion of press and public to discuss personal staff issues was moved by the Chair and seconded by Cllr Forrest – **ALL AGREED**

The latest Street Cleaner performance and issues were discussed and additional cost/cover. Playground Equipment training scheduled.  
 New site for street cleaning arisings identified, but ownership to be clarified as this is likely to be private. Locked gate could be installed – investigation ongoing.  
 Shellduck Woods – work required to create a 2m boundary around edge. Chain Saw required and clearance of arisings required – NORSE.  
 Trees overhanging St Lukes Alleyway need cutting back (Clerk to action).

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**DATE AND TIME OF NEXT MEETING**

The next meeting will be Wednesday 10<sup>th</sup> November 2021 at 6:30pm at the Cross Park Pavilion.

592 16

**FUTURE AGENDA ITEMS –**

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

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