



**ALLHALLOWS PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 8<sup>th</sup> JUNE 2022**

**Cross Park Pavilion, Following the Annual Parish Council Meeting @ 6:30pm**

<b>PRESENT:</b>	Cllr Chris Draper	Chairman
	Cllr Yvonne Forrest	Vice Chair
	Cllr Sue Morrice	
	Cllr Len Lovatt	
	Cllr Karen Draper	
	Cllr Trevor Bowley	
	Cllr Rachelle Freeguard	
	Mr Chris Fribbins	Parish Clerk
Apologies:	None	
In attendance	Thirteen residents	

- 722      1    **APOLOGIES FOR ABSENCE** None
- 723      2    **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**  
**Declarations of Interest** – Cllr Freeguard, Trustee Cross Park Association, although Parish Council Liaison.  
**Audio Recording** – Cllr Morrice records the meeting for personal use.
- 724      3    **TO RECEIVE THE MINUTES OF THE ANNUAL PARISH COUNCIL MEETING 11<sup>th</sup> May 2022** Agreed to Note.
- 725      4    **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 11th May 2022** Proposed as a correct record by Cllr Mrs Forrest, Seconded Cllr Mrs Draper. All Agreed.
- 726      5    **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):** Due to the number of residents in attendance, the Chair allowed the session to extend. He welcomed the residents, who are always able to attend meetings but often do not.

Various issues raised by residents:

- Some issues relate to responsibilities (often Medway Council) and Parish Council powers and resources.
- Blockage of footpath beside British Pilot – Although long history of use, not a Public Right of Way. Construction work being carried out on and behind the Pilot and on Haven site. Haven are looking at reopening later.
- Construction of temporary Show Bar across England Coastal Path – Temporary diversion order applied for (since granted).
- Speeding vehicles in village – continuing to report to police/Medway Council Highways.
- Cutting of grass verges/hedgerows – Parish Council is contracted to carry this out by Medway Council via NORSE and is a highway safety issue close to the road. This also covers amenity grass in the village, Recreation Ground, the Churchyard and Shellduck Woods (a separate contract exists for Cross Park which is owned by the Parish Council but operated under licence by the Cross Park Association charity. There has been a temporary issue due to an injury to our contractor and he has had to identify others to do some of his work (without the level of local knowledge that he has). Now resolved.

- Clearance of overhanging vegetation in Homewards Road – due to equipment, tractor has to drive against the one-way system to cut northern bank. There is very little traffic and the Parish Council have indicated a preference for closure of the road. In the meantime, this will be investigated.
- Concerns about information from PC – [www.allhallowskent-pc.gov.uk](http://www.allhallowskent-pc.gov.uk) and Facebook page, also post on main Allhallows page. All agendas and minutes are published on website with names of parish councillors – contact can be made via [clerk@allhallowskent-pc.gov.uk](mailto:clerk@allhallowskent-pc.gov.uk). Details published on all three noticeboards and in Village Voices (delivered to all households) although there has been difficulty in sending reports as they require news items only and retaining editorial control.
- Timing of Parish Council meetings, too early for some at 6:30pm – Parish Council has met at this time for many years and often has extended to 10/10:30pm due to the business to be conducted and discussions.

**727 6 CLERK'S REPORT**

- a) **Platinum Jubilee Preparations – Cllr Freeguard** Programme of public events were held by the Parish Council, Cross Park Association Slough Fort, Haven, and All Saints Church. Positive feedback had been received.

**728 7 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22**

- a) **To Note report of Internal Auditor** Noted  
 b) **To Approve Annual Governance Statement 2021/22** Proposed Chair, seconded Cllr Forrest – **ALL AGREED**  
 c) **To approve the Accounting Statement 2021/22** Proposed Chair, seconded Cllr Forrest – **ALL AGREED**  
 d) **To note period for the exercise of public rights (16/6/22-22/7/22)** - Noted

- 729 8 GRANT REQUESTS** – Summer Activities – Strood Youth have proposed a limited schedule of events on the Hoo Peninsula summer 2022 due to their limited resources. They still want to proceed at Allhallows (one day a week during August, just four weeks this year) and request a grant of £800 from the Parish Council to support it. Proposes Cllr Freeguard, Seconded Cllr Lovatt that £800 be granted to Strood Youth for summer activities 2022 – **ALL AGREED.**

**730 9 PLANNING**

- a) **Planning Applications – NONE**  
 b) **Medway Local Plan** No further update, publication of Draft and public consultation still delayed.  
 c) **Housing Infrastructure Fund (HIF)** - There is a further round of consultation on the proposals.

**731 10 HIGHWAYS AND FOOTPATHS**

- a) **Footpath Officers Report** –Cllr Bowley's report circulated. He confirmed status of footpath next to the Pilot, but the Chair had received a verbal assurance that Haven were looking to re-open it when safe to do so.  
 Issues with new permissive path between the Recreation Ground and Cross Park had been investigated and some further consolidation of the surface was due to be carried out.  
 The Cairn at Yantlett Creek is due to have replacement plaques installed soon by the Dickens Country Protection Society.

- b) **Verbal contributions** – None

**732 11 LOCAL ISSUES**

- a) **Countryside Contract** – Creation of 6ft boundary around Shellduck Woods NORSE had started work, but majority still outstanding, The Chair is following this up with NORSE.  
 The issue of cutting Homewards Road highway vegetation will be followed up with NORSE, but currently is a contractual commitment.

- b) **Street Cleaning** – Container for Cross Park arisings. Proposed Cllr Bowley, Seconded Cllr Lovatt that a steel container from Haven (as used by caravans) is purchased (£575 including VAT) **ALL AGREED**
- c) **Active Cemetery** – Bourne Leisure are continuing to investigate what they can do. Responsibility for the cemetery is with the Church.
- d) **General Issues** – None

**733 12 TELEPHONE BOX DEFIBRILLATOR**

The Chair has sought funding from two of the three Medway Peninsula Ward Councillors (Filmer and Pendergast) - £2,000 each. The need to provide basic power for lighting and defibrillator environmental has been discussed with Cllr Filmer. There will be a request to Haven for the funding of the Defibrillator.

Proposed Cllr Morrice, Seconded Cllr Freeguard that the project proceeds – **ALL AGREED.**

**734 13 CROSS PARK IMPROVEMENTS**

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

- a) **Expansion of Facilities** – The Chair and Clerk met with Turner’s Project Manager (1<sup>st</sup> June) as they continue their work on their site. Issues with the surface of the permissive footpath were discussed- the spare kissing gate in the ownership of the Parish Council has been traced and can be installed to prevent horses/quads/motor bikes etc. accessing Cross Park. Priority is being given to providing utilities to their site and also Cross Park. The Planning Permission for the Pavilion extension has now expired and will need to be resubmitted when funding and scheduling are agreed (this does have an impact on Turner’s planning application so will need to be followed up) – release of funding is tied to phase occupation of the new chalets. The shared access road will not be resurfaced until construction work is completed. ‘a passing bay’ is under consideration for future traffic flows.
- b) **Internal CPA Issues** – Café hours are still being reviewed and there had been extended hours for special events. Further activities on the site are being organised over the coming months, including Circus and Annual Fete.
- c) **Removal of Football Portacabin** – As part of the expansion of Cross Park, the removal of the Portacabin was a planning requirement. An opportunity to do the removal has arisen and it was proposed to give the football club three weeks to remove it – Proposed Cllr Forrest, Seconded Cllr Mrs Draper that the Cross Park FC are asked to remove the Portacabin **ALL AGREED.** (There had been reports that the football club were making use of this for pre-season training and that they might not be playing at Cross Park next season. The Clerk will contact the football club to discuss this and report back to the PC).

**735 14 YOUTH CLUB REPORT**

- a) **Youth Club Issues** – Separate bank account with debit cards being progressed with Barclays Bank – original application was re-submitted but there had been a further issue.
- b) **Slough Fort** have reported a problem with youths accessing their site from the Brimp Youth Centre. They have had several vandalism incidents on their site, and they are suggesting ‘spikes’ on the Youth Centre wall. Further investigation is required to ensure any remedy is safe and effective.
- c) **Extending Brick Store** – Contract awarded at April meeting. Confirmation of the start date still awaited. The Chair will follow-up with the contractor.

**736 15 CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **ALLHALLOWS PACT** – Cllr Morrice – No meeting.
- b) **KALC (Medway)** – Cllr Morrice/Freeguard – Meeting scheduled (20/7)
- c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – Meeting scheduled 28/6.
- d) **Village Hall** – Cllr Lovatt/Forrest (sub) – No meetings.

- e) **Cross Park** – There have been reports of restricted width of some walkways.
- f) **Village Fete** – Cllr Forrest – No meeting. Plans for Fete continue.
- g) **Friends of All Saint's Church** – Cllr Forrest – No meeting. Monthly open days reintroduced (first Saturday of each month) and Jubilee events held.

737 16 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** (Cllr Freeguard declared an interest as an allotment holder) Cllr Forrest – No issues.
- b) **Recreation Ground and Playpark** Cllr Morrice – There has been further problems with a toddler area gate. Colyn Property services have been asked to fix. Further wear inserts required.
- c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continued to liaise with the site manager. There had been problems with at The Huff involving local residents, the Coast Footpath issue, Platinum festivities and the provision of a bin for Cross Park.
- d) **Peninsula East Primary Academy School Liaison** Chair – Cllr Freeguard No meeting.
- e) **Turners Group** – Meeting held with Project Manager.

738 17 **FINANCIAL**

- a) **Finance Monitoring Reports (to 31 May 2022)** Financial reports were circulated, all agreed to note.

b) **Income**

Receipts May/June Noted

Medway Precept £59,385

HMRC VAT Refund 1/3/22-31/3/22 £530.50

Youth Club Tuck/Subs £302.30

NORSE Countryside Contract £29,087.52 (£4,847.92 VAT)

- c) **To make payments for June** Proposed – Cllr Forrest, seconded – Cllr Morrice that the payments as listed be authorised, as necessary. – ALL AGREED

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution			
	220601		
John Price Salary/less PAYE	220602		
Mick Smith Salary/less PAYE	220603		
HMRC PAYE	220604	501.86	
NEST Employee/Employer Pension	220605	70.86	
EDF Energy Brimp Electricity DD	220606	158.00	7.52
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	220607	2,289.98	381.66
National Broadband Cross Park 4G Internet	220608	54.00	9.00
TJF Property Servs Active Cemetery	220609	160.00	
Colyn Property Servs Village Hall LM	220610	60.00	
Colyn Property Servs Street Cleaning Cover	220611	65.34	
KALC Chair's Conference x2	220612	120.00	20.00
KALC Councillor's Conference x2	220613	120.00	20.00
Bourne Leisure Metal Waste Container	220614	575.00	95.83
InkToner UK Set of printer toners	220615	185.46	30.91
Cross Park Association Jubilee Events	220616	750.00	
Zurich Annual Insurance	220617	2,421.00	
Items paid Direct Debit/Debit Card/Already Paid			

- 739 **The exclusion of press and public to discuss personal staff and contract issues**  
Proposed Chair, Seconded Cllr Forrest – ALL AGREED.

- 740 18 **STAFFING ISSUES** None

- 741 19 **DATE AND TIME OF NEXT MEETING**

- 742      20      The next meeting will be Wednesday 13<sup>th</sup> July 2022 (Cross Park Pavilion 6:30pm).  
**FUTURE AGENDA ITEMS –**  
At 22:00 The Chair Cllr Chris Draper closed the meeting.

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