

# HALLING PARISH COUNCIL

The Community Centre, High Street, Lower Halling, Rochester, Kent. ME2 1BS

Clerk Mr C Fribbins  
Assistant Clerk Mr N Fursdon  
Email: [clerk@halling-pc.gov.uk](mailto:clerk@halling-pc.gov.uk)

Telephone (01634) 241 551

Website [www.halling-pc.gov.uk](http://www.halling-pc.gov.uk)



Minutes of an Parish Council meeting held on Monday January 9<sup>th</sup> 2023 at –  
The Community Centre, Lower Halling, commencing at 7.30pm

## 001/23 Chairman's welcome and recording of those present.

Present Cllr G Wenham Chairman. Cllr Mrs S Chamberlain.  
Cllr L Hitchcock Vice – Chairman. Cllr G Chalker.  
Cllr C Buckwell  
Cllr G Batts  
Cllr B Ali  
Cllr Mrs A Burns

In Attendance Clerk Mr C Fribbins. Assistant Clerk Mr N Fursdon.  
5 members of the public.

## 002/23 Apologies for absence.

Received from Cllr R Thorne (Medway Meeting) Cllr Mrs L Ali (Unwell)  
The matter of absences was debated by Cllrs present, the apologies were agreed as valid.

## 003/23 Declaration of any Pecuniary and / or Prejudicial Interests –

Cllr L Hitchcock (Vice-Chairperson) declared an interest in item 007/23 the Community Centre Element, and will leave the meeting whilst the element is debated.

## 004/23 Adjourn for Public Questions (up to 15 minutes for the public). Person 1

- **Halling view** –  
He mentioned that there was a need for the re-introduction of the Halling View paper, which used to be delivered to every house in the Village.  
He would like to see it re-introduced.
- **Parking problem in Marsh Road** –  
The person said that he lives in Marsh Road up near the High Street, where he is experiencing regular periods of time where a person is parking causing him to be unable to leave his property.  
He was asking if the Parish Council could look into having yellow lines and signs installed.  
He said he knows that the Parish Council owns Marsh Road.
  - *The Clerk mentioned that done via traffic regulations through Medway Council, there could be problems with Marsh Road not being a public road.*
  - *Cllr C Buckwell the Parish Council should contact Medway Council for possible guidance on yellow lines and signage.*
  - *Cllr B Ali had a similar problem with a track that crosses his property. An agreement had to be made.*
- **Foot path RS 320** –  
The person mentioned the condition of RS 320 footpath where it is in-passable at the culvert, he thanked Cllr C Buckwell for all his work trying to get the culvert repaired. He realises it is a problem due to the number of parties involved, but it has been on-going for 3 years.
  - *Cllr C Buckwell said the parties involved are Halling Parish Council, The Wild Fowlers, The Farmer and Cemex. It was actually Cemex head office that stopped the repair going ahead.*
  - *The Clerk said that the Estates Committee are looking into the matter.*

Person 2 – Said that he hoped everyone had a good Christmas.

He said that he agreed with person 1's view on the Halling View publication.  
He asked if there was any news on the new seat that had been suggested or the security Camera, and in the light of the recent accident, the 20 MPH limit for the village.

### **005/23 Co-Option of a new Cllr, Mrs N Brown.**

The Clerk introduced Mrs N Brown saying that Mrs Brown had volunteered and helped organise and run the Christmas event. The Clerk said that the Parish Council does not need to re-advertise.

Cllr G Chalker said that the Co-Option was not following the correct procedure.

The Clerk said that there is no set law on Co-Options, the Parish Council have done all the advertising, and now have the option to Co-Opt. The public have been informed of the vacancy.

Mrs Brown had been to the Office and met the Chairman and Vice-Chairman the Clerk and Assistant Clerk. The Clerk had spoken to her on the aspects of being a Cllr.

Cllr G Chalker said he still had concerns.

Cllr Mrs S Chamberlain said she also objected.

The Clerk said all members had been informed on the Co-Option.

Cllr C Buckwell said that Cllr G Chalker was technically correct, but the Clerk is also correct as well. He thought that if the Parish Council wants it could Co-Opt tonight.

Cllr Mrs S Chamberlain asked Mrs Brown if she'd been interested in becoming a Parish Cllr before.

Mrs Brown replied that she had, but getting involved with the Christmas Event which she enjoyed.

Cllr G Chalker said he still had concerns, however he suggested moving the Co-Option to after item 013/23.

**Cllr G Chalker proposed the Co-Option take place after item 013/23.**

**Cllr Mrs S Chamberlain seconded. All Cllrs present agreed.**

*Item 005/23 will be concluded after item 013/23*

### **006/23 To Approve Minutes of meeting held on November 8<sup>th</sup> 2022**

The Draft Minutes, had been sent to all Cllrs, and had also been published in draft form on the Parish Council website.

**Cllr L Hitchcock proposed that the Minutes of the Parish Council meeting held on November 8<sup>th</sup> 2022 were a correct record.**

**Cllr Mrs S Chamberlain seconded the proposal. All Cllrs present agreed.**

*Cllr L Hitchcock left the meeting for first section item 007/23*

### **007/23 Agreement of 2023/2024 Budget (including Coronation)**

The Clerk last year's draft budget included £5,000 for our two halls, this was reduced to £4,000 each and the £2,000 reallocated to the Halling Association – and there have been no calls on that fund.

I recommend the Parish Council transfer the £2,000 to the Halling Association as budgeted (to help build a balance), but reinstate the additional £1,000 for each hall. You will be aware of the grant request from the Jubilee Hall, so this will go some way to filling their gap and there have been some significant cost pressures on the Community Centre this year and they have notified a number of organisations of significant rises in charges (including the Parish Office rent).

As the Parish Council hold significant sums in our General Reserves, and this was commented on by the external auditor, I recommend that the extra £2,000 come out of the Parish Council reserves with the £1,000 for the Jubilee Hall coming off any grant you wish to consider for their kitchen upgrade and the £1,000 for the community centre and being considered for subsidising rents for the Parish Office and local community groups (including the pre-school who provide a major service for local residents).

**Cllr G Chalker proposed that the £1,000 be reinstated.**

**Cllr Mrs S Chamberlain seconded the proposal. All Cllrs present agreed.**

**Cllr Mrs S Chamberlain proposed that the extra £2,000 be agreed.**

**Cllr B Ali seconded the proposal. All Cllrs present agreed.**

*Cllr L Hitchcock re-joined the meeting.*

The Clerk continued with his report of the Parish Council Budget for 2023/2024.

The Cllrs debated the Budget.

**Cllr L Hitchcock proposed that the Parish Council Budget for 2023/2024 is accepted.**

**Cllr G Chalker seconded the proposal. All Cllrs present agreed.**

### **008/23 Agreement of 2023/2024 Precept and Approval of Demand on Medway Council**

The Clerk recommended that the Parish Council set the precept request at £52,180 to Medway Council which will result in a 0% increase for the residents.

**Cllr G Chalker proposed that the Parish Council precept request of £52,180 be made to Medway Council for 2023/2024 is made.**

**Cllr L Hitchcock seconded the proposal. All Cllrs present agreed.**

**009/23 Finance: Note Payments made under delegated powers of the Chair/Clerk and to seek approval of any additional payments as necessary. Financial Reports as circulated.**

The Clerk explained the documents, the November and December Income and Expenditure sheet is attached to these Minutes at appendix 1 page 4.

**010/23 HRH King Charles III Coronation Suggested Events/Costs**

The Clerk said that HRH King Charles III Coronation is on Saturday May 6<sup>th</sup>, a budget for an event Of £12,000 has been included in the Budget for 2023/2024.

Cllr Mrs S Chamberlain suggested the Events Committee meet soon to start looking into the matter. The Chairman asked that any Cllr members on the Events Committee who may for some reason not be elected, continues on the Events Committee as a non-Cllr.

**011/23 Halling Marsh (Land adjacent to PC Land) – Decision of purchase to be made.**

The Clerk said he had circulated all the Land Registry information to all Cllrs, also the independent Land valuation report.

Cllr G Chalker said that Estates Committee have debated the matter and fully recommend that the Parish Council purchase the land as amenity / environmental.

Cllrs debated the matter in great depth.

**Cllr G Chalker proposed that the Parish Council proceed with the purchase of the land amenity / environmental.**

**Cllr L Hitchcock seconded the proposal. All Cllrs present agreed.**

**012/23 Parking at Upper Halling recreation ground.**

The Chairman spoke about a parking problem which has started in the car park at the Upper Halling recreation Ground, which is there for users of the recreation ground and also the Jubilee Hall.

People have started to use it for overnight parking which is prohibited.

The car park is owned by the Parish Council.

**The Chairman proposed that the Parish Council install new signage stating that overnight parking is prohibited.**

**Cllr G Chalker seconded the proposal. All Cllrs present agreed.**

**013/23 KALC Community Award Scheme 2023 – Agree process for nominations).**

The Clerk said that the award scheme started late this year but the closing date is in February.

Although all residents have a chance to nominate a person, the Parish Council nominates a person.

There have been a lot of nominations from the residents so far.

Cllrs could choose via e-mail.

All Cllrs present agreed.

**005/23 Co-Option of a new Cllr, Mrs N Brown Reconvened.**

**Cllr C Buckwell proposed that Mrs N Brown be Co-opted to Halling Parish Council**

**Cllr G Chalker seconded the proposal All Cllrs present agreed.**

Mrs N Brown signed the book of acceptance.

Cllr Mrs N Brown joined the other Cllrs at the table.

**014/23 (PUBLIC BODIES (ADMISSION TO MEETING) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC)**

**To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public are to be excluded from the Meeting.**

**A vote will be taken.**

**Cllr G Chalker proposed that the item 14/23**

**Cllr Mrs S Chamberlain seconded. All Clls present agreed.**

## 015/23 Personnel and confidential matters

- The Clerk explained that the pay rate for the Clerk and Assistant Clerk had gone up by £1 per hour in November, this was back dated to April 2022.  
The Nalc pay scale points at Clerk 14 and Assistant Clerk 6
- The Assistant Clerk explained that at the meeting of July 4<sup>th</sup> 2022 at 084/22 Clerk/Assistant Clerk Pay Arrangements. a one off Cost of Living Flexibility payment was agreed to be reviewed in 6 months time – January 2023

Cllrs debated the matter in depth.

**Cllr G Chalker proposed that another one off Cost of Living Flexibility payment be made to be reviewed in 6 months time – July 2023.**

**Cllr Mrs S Chamberlain seconded. All Cllrs present agreed.**

## 016/23 End of Meeting

The Chairman thanked everyone for attending and the meeting closed at 9.10pm (21.10hrs)

### Appendix 1

#### INCOME & EXPENDITURE – November 2022

November 1 <sup>st</sup>	Halling Community Centre (Office rent)	£ 290.00	DPC
	MHS Homes (Garage rent)	£ 46.77	DD
November 7 <sup>th</sup>	G Ballard (Notice board clean 5)	£ 50.00	DPC
November 8 <sup>th</sup>	Bargain Wholesalers (Christmas Gifts for Christmas Fair)	£ 539.57	DPC
November 28 <sup>th</sup>	Staff Costs (3 employees)	£ 788.34	DPC
	L Hitchcock (internal Christmas Tree)	£ 74.00	DPC
November 30 <sup>th</sup>	Deposit Account Interest	£ 132.21	Paid in
	<b>Total Paid</b>	<b>£ 1,788.38</b>	
	<b>Total Paid in</b>	<b>£ 132.21</b>	

#### INCOME & EXPENDITURE – December 2022

December 1 <sup>st</sup>	Halling Community Centre (Office rent)	£ 290.00	DPC
	MHS Homes (Garage rent)	£ 46.77	DD
December 5 <sup>th</sup>	D Fribbins paid in Xmas Event income	£ 130.00	Paid in
	“ “ “ “ Xmas Event income 2	£ 155.00	Paid in
	G Ballard (Notice board clean 6)	£ 50.00	DPC
	Boundary Fencing (Xmas Tree)	£ 360.00	DPC
	S Godwin Xmas Concert grant	£ 300.00	DPC
	Cuxton Bakehouse (Xmas mince pies)	£ 60.00	DPC
	G Wenham ( Xmas Sausage rolls)	£ 10.30	DPC
December 15 <sup>th</sup>	Day Tree Fellers ( Trees upper Halling Rec Car Park)	£ 2,280.00	DPC
December 19 <sup>th</sup>	Bouncy Castles ( Xmas fair)	£ 95.00	DPC
	Rodgers valuation (Land valuation)	£ 360.00	DPC
December 29 <sup>th</sup>	N Herbert-Moss (Face painting – Xmas do)	£ 250.00	DPC
	Play Inspection (Annual inspections both recs)	£ 312.00	DPC
	Your first partner (Printer contract)	£ 79.20	DPC
	Staff Costs (3 employees)	£1,494.32	DPC
	<b>Total Paid</b>	<b>£ 6,187.59</b>	
	<b>Total Paid in</b>	<b>£ 285 + Bank interest</b>	
	December Bank statements not yet received		