



ALLHALLOWS PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 13th SEPTEMBER 2023

Cross Park Pavilion @6:30pm

PRESENT:

Cllr Yvonne Forrest Vice Chair (Chair)

Cllr Karen Draper

Cllr Rachelle Freeguard

Cllr Trevor Bowley

Cllr Linda Henderson

Mr Chris Fribbins Parish Clerk

Apologies:

Cllr Chris Draper Chair

Cllr Morrice

Cllr Sheaves

In attendance

2

- 078 1 APOLOGIES FOR ABSENCE** Cllr Draper (recovering from injury), Cllr Morrice (Personal), Cllr Sheaves (Holiday)
- 079 2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest – Cllr Freeguard – Cross Park Association
Audio Recording – None
- 080 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 9th AUGUST 2023** Proposed Cllr Mrs Draper, Seconded Cllr Freeguard as a correct record - All Agreed.
- 081 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) – RS12** – The Clerk has been in contact with Medway Council and Haven (Bourne Leisure) regarding the legal status and development plans for the northern/coast end of RS12. Medway Council have appointed a footpath officer at last and she is getting up to speed with issues and future proposals. Haven had not started the development on their golf course as they were awaiting an archaeological report before they could start. Medway Highways had issued a public notice that was incorrect as it referenced the prohibition of vehicle traffic as part of the temporary closure order! The Clerk had cleared overhanging and side vegetation (all non-fruit bearing brambles) but was unable to clear stinging nettles at the entrance of that section as no gloves, otherwise it is clear down to the Haven Hurras fence at the bottom.
- SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):**
- Medway Cllr Spalding had provided some updates by email as he may have Covid. There had been a flood in the Haven area due to water supply, sorted by Haven. A resident raised the issue of travellers in the area and issues with trying to keep them out of private and public land. He also raised an issue with a Cherry Tree in St Lukes Road that is overhanging the public highway, the house owner seems disinterested in tackling the issue, although they have been asked. Fly-tipping issues continue, and the parish are aware that this is a priority issue for Medway Council.
- There is a dog waste bin in the Haven site by the coastal path that seems to fill regularly. It is understood that this has been recognised by the Haven manager and steps are being taken to empty it more frequently – the issue will also be raised with him when we meet next.
- 082 5 CLERK'S REPORT**
a) **Recreation Ground Lease – expired in July and awaiting update. A meeting with**

Norse/Medway Council officers had taken place and actions had been agreed to remove some hanging branched by the previous 'weed bench' cut through and the branches would be laid down to remove that access across large tree roots etc. diverting the route to the permissive path to Cross Park. Further clearance at the eastern end (behind play equipment area) and some future planting in a gap between bushes/trees and removal of a redundant goal post was also agreed. Volunteers are likely to be required in December for planting. The Medway Council Legal department will be preparing the new lease.

b) **Overgrown Tree at bottom of Shelduck Close** and overhanging pedestrian alley and properties have been assessed by Hyde Housing (their responsible officer (Amanda Sinclair) had been on-site at the same time as the meeting on the recreation ground. Funding of the work was an issue, and she was increasing the priority following local representations.

c) **There are no additional yellow lines proposed** in Allhallows in the next round of traffic regulation orders and consultation.

083 6 **GRANT REQUESTS –**

a) None

084 7 **PLANNING**

a) **Planning Applications –**

MC/23/1517 | Advertisement consent for the installations of 1 externally illuminated fascia sign and 4 non illuminated very small printed signs | Allhallows Yacht Club Allhallows Caravan Park Allhallows Rochester Medway ME3 9SY Land at Stoke Road Hoo (MC/21/1810) had been incorrectly notified as Allhallows Parish (that has now been corrected) No Issues raised

b) **Medway Local Plan –** Local Plan consultation has been launched and will run for 6 weeks to the end of October. Call for Sites locations have been included in the consultation but not yet assessed or agreed at this time. Sites in Allhallows have been included (west side of Avery up to Homewards Road exit, land to the east of the Recreation Ground, Binney Road and up to Stoke Road.

085 8 **HIGHWAYS AND FOOTPATHS**

a) **Footpath Officers Report –**Cllr Bowley gave a verbal report as he had been unwell.

b) **Verbal contributions -** None

086 9 **LOCAL REPORT/ISSUES**

a) **Countryside Contract –** Contractor had carried out works at Avery Way/Ratcliffe Highway as part of the regular verge clearance and amenity land grass cutting. The contractor has been asked to address issues with the east side of Ratcliffe Highway after the west side was cleared, but the other side left.

b) **Street Cleaning –** No further issues, although concern remains with the rear and side of shopping parade in Avery Way with low wall etc. This is the responsibility of the owner.

c) **Active Cemetery –** An issue has been raised about trees overhanging Jutland Close from the active cemetery. MHS Homes are investigating and planning to cut them back.

d) **General Issues –** None

087 10 **CROSS PARK IMPROVEMENTS (including s106)**

a) **Update on works completed and outstanding.**

Electricity Supply, awaiting site visit and update from UK Power Networks. Some additional work required at Pavilion entrance following installation of the required ducting from the Cross Park entrance gates to the Pavilion by Turner's contractors. Landscaping around car park completed and new grass being watered, initially, by the contractor. The Cold Store has been located on type1 gravel and connected to mains electricity – keys required to lock/unlock. Vegetation by back gates of Avery Close to be cut back.

b) **Extension/New Build**

Drawings have been received from the architect. Some of the design issues have been addressed, (turned 90 degrees) but there are still issues (external balcony at first storey, small kitchen/bar upstairs, external access to changing rooms). These will be raised with the architect and a meeting to be arranged.

088 11 **YOUTH CLUB REPORT**

a) **Youth Club Issues** – Community Pay-Back work continues on-site. Youth Club closed during August. External painting planned. Child protection training attended by Cllrs Mrs Draper, Freeguard and Lisa Newstead – further sessions/subjects also available. DBSs to be arranged. A PC printer is also required and will be purchased within Youth budget. Children have been reminded about behaviour issues with three strikes before being sent home.

b) **Extending Brick Store** – Nothing further currently.

089 12 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

a) **ALLHALLOWS PACT** – Cllr Morrice /Freeguard– Meeting 6-Monthly. Nothing to report currently. Support from Kent Police appears to be reduced as priority being given to community work rather than meetings. Additional community police cover is being arranged to reduce the load on the one officer.

b) **KALC (Medway)** – Cllr Morrice/Freeguard – Nothing to report.

c) **Medway Council Rural Liaison** – Cllr Mrs Draper – Next meeting to be scheduled.

d) **Village Hall** – Cllr Forrest –A Macmillan fundraising event has been scheduled for Sunday 1st October 11am to 3pm. Old council records stored in Hall to be investigated. There will be no Santa Sleigh this year, tea with Santa instead.

e) **Cross Park** – Cllr Freeguard – Café and inflatable pub continue, but need to be reviewed as attendance has dropped off and cost needs to be contained. Electrical supply seems to have settled down after development on the Turner's site cut through their main supply cable and it had to be replaced (no further trips at the Kingsmead Barn).

Arrangements for waste disposal being investigated (there may be spare capacity for street cleaners occasionally). 220 trees arriving in November, assistance will be required to plant them.

f) **Village Fete** – Cllr Forrest – Nothing further to report.

g) **Friends of All Saint's Church** – Cllr Forrest – Nothing additional to report.

090 13 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

a) **Allotments** Cllr Forrest Nothing to report.

b) **Recreation Ground and Playpark** Cllr Morrice/Forrest – Nothing to report, no issues.

c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available. The Clerk and Cllr Freeguard planning to meet Haven management on Friday 15th September.

d) **Peninsula East Primary Academy School Liaison** Chair – (Cllr Freeguard) No meeting.

e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Liaison regarding implications of their development continue.

091 14 **FINANCIAL**

a) **Finance Monitoring Reports (to 31/8/23)** – Reports Noted.

b) **Issues Raised by internal audit (external)**

The Auditors report was circulated, action had been taken regarding stating

income and expenditure correctly and not netting it off, changes made and sent to external auditor and displayed on website and noticeboards. Report noted.

c) **Income**

Receipts August/September

August

NORSE Countryside Contract £31,414.51

September (to date)

Youth Club Tuck/Subs £62.19

Bank Interest £222.51

d) **To make Note payments for September 2023.**

Proposed Cllr Forrest, Seconded Cllr Freeguard – All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution 230901

John Price Salary/less PAYE 230902

Mick Smith Salary/less PAYE 230903

Colin Davis Salary/Less PAYE 230904

Colin Davis Street Cleaning Tools 230904a 37.77

HMRC PAYE 230905 451.41

NEST Employee/Employer Pension 230906 85.54

EDF Energy Brimp Electricity DD 230907 137.00 6.52

M&L Contracting Countryside Contract 1,591.66

M&L Contracting Cross Park 316.66

M&L Total payment 230908 2,289.98 381.66

National Broadband Cross Park Broadband 230909 54.00 9.00

BEM Ltd Extractor Hood Completion 220819 101.56 16.93

BEM Ltd External Socket Replace 220824 61.87 10.31

Brian Forster Brimp Community Payback 220823 72.00

Brian Forster Brimp Community Payback 220822 200.00

TJF Property Servs Active Cemetery Grass 220910 160.00

TJF Property Servs Active Cemetery Grass 220911 160.00

Allhallows Fete Committee YC Tuck 220912 148.18

Brian Forster Brimp Community Payback 220913 16.65

Handar Paving Cross Park Landscaping 220914 7,752.00

Hugo Fox Ltd Website Annual Fee (new) 220915 244.68 40.78

D/D Debit Card/Already Paid **Corrected from 'yellow sheet'**

The exclusion of press and public to discuss personal staff and contract issues

Proposed Cllr Mrs Draper, Seconded Cllr Forrest – **ALL AGREED.**

092 15 **STAFFING ISSUES**

The Clerk requested clarification on his role and any concerns from councillors. Issues discussed.

093 16 **DATE AND TIME OF NEXT MEETING**

The next meeting will be the October Meeting of the Council Wednesday 11th October 2023 (Cross Park Pavilion 6:30pm).

094 17 **FUTURE AGENDA ITEMS**

At 21:30The Chair closed the meeting.

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