

ALLHALLOWS PARISH COUNCIL**MINUTES OF THE MEETING HELD ON WEDNESDAY 19<sup>th</sup> DECEMBER 2012 AT ALLHALLOWS VILLAGE HALL, STOKE ROAD, ALLHALLOWS AT 7.15 pm**

**PRESENT:** Cllr Mark Skudder Chairman  
 Cllr Mrs Yvonne Forrest  
 Cllr John Lambourne  
 Cllr Alan Marsh  
 Cllr Mrs Wendy Myers  
 Cllr Mrs Noleen Skudder  
 Mrs Margot Sturt Parish Clerk

In attendance Mr Mick Smith Footpaths Officer  
 18 members of the public  
 Ms T McGowan PCSO

**Item no**

Minute no 2012/13/

**1 APOLOGIES**

Apologies for absence were received from :

242

Cllr Mrs Pauline Martin	Indisposed
Cllr John Luck	None received

It was proposed by Cllr Mrs Wendy Myers, seconded by Cllr Mrs Noleen Skudder and carried unanimously that the apologies be accepted by the Council.

**2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)****243 Declarations of Interest**

Cllr Mark Skudder declared a personal interest in item 8 (f) as Chairman of the Youth Club. Cllr Mrs. Noleen Skudder declared a personal interest in item 8(f) also

**3 MINUTES OF THE MEETING HELD ON 19 SEPTEMBER 2012**

244 It was proposed by Cllr Alan Marsh, seconded by Cllr Mrs Wendy Myers and agreed unanimously that the minutes of the meeting held on 24<sup>th</sup> October 2012 be agreed and signed as a true record, with the following amendments:

- 1 Page 33 PUBLIC SESSION:  
Amended to read "... **Mrs** Draper mentioned the state of Avery Way..."  
2012/13/236: Amended to read "... Cllr Mrs Forrest said she had met with a
- 2 company who had quoted £580 to do the **survey**..."
- 3 2012/13/235: Amended to read ..." agreed the next meeting be held **19<sup>th</sup>**  
December ..."

**4 MATTERS ARISING****245 a Item 8a(i), minute 2012/13/187: Footpath Officer's Report**

The number of the damaged dog bin was CB0091 and this would be reported to Medway Council. A new one at the entrance to Cross Park would be requested.

***Action Point 4.1: The Parish Clerk was asked to follow this up with Medway Council and report back.***

246 **b Item 13b, minute 2012/13/237: Kingsnorth Power Station**

Cllr Mrs. Yvonne Forrest reported she had attended a lunch at Kingsnorth Power Station to mark the cessation of commercial operations at the site. E.ON expects decommissioning will take 18 months. Demolishing will take 3 years. 2013.

### PUBLIC SESSION

The Chairman suspended the meeting for the public session.

#### **Kingsnorth Power Station**

A member of the public asked about the future plans for the E.ON nature reserve initiative on the salt marshes following the closure of the Kingsnorth site. Cllr Mark Skudder (Chair) stated that he was not aware of any information to suggest that this initiative would continue. Cllr Mrs Yvonne Forrest confirmed that E.ON has plans to demolish Kingsnorth Power station, including the landmark chimney, although no date has been formally notified.

#### **Parish Council Questionnaire findings**

- Mr Draper raised concerns about how representative the findings were given the low response rate from the Parish Council questionnaire (printed in the December 2012 edition of the Allhallows Life magazine). Because of this, he felt the published percentage response rate figures did not accurately reflect wider parishioner views, specifically in relation to Parish Council expenditure to support Cross Park.
- Mr and Mrs Draper advised the meeting that they had personally prepared a Cross Park Concerns petition form which had been distributed to some local residents. This form asked residents to sign and provide their address as support to retain Cross Park as an open public space. Cllr Mark Skudder (Chair) explained that the questionnaire was devised from the Parish Council Work Programme and had been produced following discussion between Members at earlier meetings. The results and findings had been fully explained in the December edition of the Allhallows Life magazine.
- Cllr Mrs Yvonne Forrest asked for it to be noted that contrary to the December Allhallows Life magazine article on the questionnaire, she disagreed with the attribution of her name to the request for additional items relating to Cross Park being added. The Chair acknowledged this request but reminded Cllr Mrs Yvonne Forrest that she had requested additional items.
- Concerns were raised by three or four parishioners (including Mr and Mrs Draper) about the perceived general lack of support for Cross Park and comparisons were made with regards to the level of financial and other support that the Village Hall received. Mr and Mrs Draper also felt that the costs published for the Cross Park pavilion made them look high compared to the Village Hall. Mrs Draper asked for the costs of all buildings funded by the Parish Council to be published in the Allhallows Life magazine. Cllr Mark Skudder explained that the Parish Council continues to fund Cross Park through the budget and although some funding is given to the Village Hall this is a very small amount in comparison. He added that the Village Hall committee works very hard to raise funds to support the hall and he thinks a similar approach to Cross Park should be encouraged. Additionally, as councillors had changed following the election of the current Council, it was inevitable that some priorities and levels of support might change given the individual manifestos that councillors were elected on. However, it was recognised that Cross Park needs financial support until it can become self-funding and in the interim, financial support will continue through the Parish Council budget.
- Another parishioner added that although there was a great deal of history around views on Cross Park and other village projects, it was now time for locals to stop fighting amongst themselves and get behind all of the projects to the wider benefit of the village.

## Project Days

- A parishioner asked why the village Project Days included activities at Slough Fort when the land this is sited on is owned by a commercial enterprise. Cllr Mark Skudder explained that Project Days were entirely supported by volunteers and different activities had been undertaken on the various days throughout the year. In addition, the Slough Fort Days had been very well attended. He added that he thought this a worthwhile cause which might lead to other possibilities and was likely to benefit the village in the longer term, particularly as the site is now listed and protected. Bourne Leisure had provided some equipment to help clear the areas being worked on and had provided refreshments to volunteers on the day.

## Adoption of Queensway

- The Council was asked for a progress update on the proposal for exploring the adoption of the Queensway by Medway Council. *(C/09/12 1-16 (189 (b) Cllr Skudder had contacted Cllr Phil Filmer and suggested that he gets the residents together to consider asking for the road to be adopted.)* Cllr Mark Skudder stated that he has not heard from Cllr Filmer and would follow this up with regards to the pre-adoption survey.

The Chairman thanked the members of the public and re-convened the meeting at 8:15pm

## 5 DELEGATION OF DISPENSATION DECISIONS

- 247 Cllr Alan Marsh proposed that a new standing item is included on all future Parish Council Meeting agendas to cover requests for special dispensations under Section 33 of the Localism Act 2011; and that the Parish Clerk should be given delegated authority for approving dispensation to take part in discussions relating to precept and budget setting. This was seconded by Cllr Mrs Noleen Skudder and unanimously agreed.

## 6 CONSIDERATION OF DISPENSATION REQUESTS

- 248 All necessary forms were completed by Members and handed to the Parish Clerk acting as Proper Officer of the Council following her delegated decision making authority. The forms will be recorded and placed on file.

## 7 PLANNING

### a Applications

- 249 i **MC/12/2442:** 68 Avery Way
- 250 ii **MC/12/2678 :** Allhallows Leisure Park
- 251 iii **MC/12/2661:** Avery Way Service Station

- 252 iv **MC/12/1990:** Allhallows Golf Course  
All four applications were noted.

### b Decisions

- 253 None at date of agenda.

### c Appeals and Other Matters

- 254 None at date of agenda.

### d Licensing Applications

- 255 None at date of agenda.

## 8 FINANCE

### a Bank Balances

- 256 The bank balances as listed on Appendix B were noted

- 257 **b Cheques signed since Last Meeting**  
The cheques signed since the last meeting as listed on Appendix B (103216 - 103227) were ratified.
- 258 **c Accounts for Payment**  
It was proposed by Cllr Mrs. Noleen Skudder, seconded by Cllr Mrs. Yvonne Forrest and agreed that the accounts for payment as listed on Appendix B be approved (cheques 103253-103264)
- 259 **d Budget Monitoring**  
The budget monitoring spreadsheet was noted.
- 260 **e To take note of the draft Finance Committee meeting minutes of 12<sup>th</sup> November 2012 (F11/12 1-14 (draft))**  
The draft minutes were noted.

- 261 **(i) Project: Elderly People Transport/Shopping**  
The Parish Council questionnaire responses indicated that there was support for a "minibus service for elderly shopping". Following on from discussion held at the Finance Committee Meeting on Monday 12<sup>th</sup> November 2012 (F/11/12 1-14 (draft)) it was agreed with Cllr Mrs Yvonne Forrest that she would look into the broader options for addressing the issue and report back with some more detailed proposals for consideration.

***Action Point 8.1: Cllr Mrs Yvonne Forrest to explore the options and report back with more detailed proposals.***

- 262 **e (ii) Project: Friends of All Saints Church**  
The Parish Council questionnaire responses indicated that there was support for a "Friends of All Saints Church" group. Cllr Mark Skudder asked for agreement to arrange a public meeting to see if there is any interest within the village for setting up a "Friends of All Saints Church" group. All Members unanimously agreed.  
(For information, the aims of other "Friends" groups include promoting wide interest in the care and preservation of the local church and its history and to provide a focus of support for it.)

***Action point 8.2: Cllr Mark Skudder (Chair) to arrange a public meeting to discuss***

- 263 **f 2013/14 Budget and Precept proposals**  
The 2013/14 Parish Council Budget and Precept proposals were agreed in principle subject to notification from Medway Council of the final 2013/14 Precept amount. It was **resolved** to set the 2013/14 Precept at **£49,800**, subject to notification from Medway Council.  
Proposed by Cllr Mrs Noleen Skudder, seconded by Cllr Alan Marsh and unanimously agreed.

- 264 **g Outsourcing of Payroll function for Parish Council employees**  
It was resolved to outsource the payroll function for Parish council employees from April 2014 due to forthcoming "real time" changes planned by HM Revenue and Customs (HMRC), this will also facilitate better use of the Parish Clerk's available time.  
Proposed by Cllr Mrs Noleen Skudder, seconded by Cllr Alan Marsh. Cllr John Lambourne abstained. The motion was carried as all other Members were in favour.

***Action Point 8.3: Parish Clerk to progress outsourcing arrangements for***

**staff salaries.**265 **h Parish Clerk membership to the Society of Local Council Clerks (SLCC)**

It was resolved to approve the annual SLCC membership fee for the Parish Clerk.

Proposed by Cllr Alan Marsh, seconded by Cllr Mrs Noleen Skudder and unanimously agreed.

**9 GRANT APPLICATIONS**

266 It was resolved to approve the award of £100 to the Kent Division of the Victim Support charity in recognition of the help provided by the organisation to Allhallows residents in the last two years.

This was proposed by Cllr Mrs Yvonne Forrest, seconded by Cllr Alan Marsh and unanimously agreed.

**Action Point 9.1: Parish Clerk to action grant payment**

**10 HIGHWAYS & TRANSPORT**267 **a Public Rights of Way**

The Chairman suspended the meeting to enable the Footpaths Officer to give his report.

Mr Smith said that dog fouling was still a problem. He had seen drink cans and some fly tipping behind Dagnam which has been reported. There have also been reports of cows intimidating walkers by the sea wall on the public right of way. It was agreed that the Parish Clerk would contact Medway Council to see what might be done about this. Cllr Mark Skudder agreed to provide the Parish Clerk with a location reference for this.

It was stated that the replacement styles on the local footpaths were not particularly "dog friendly" for walkers with large dogs.

**Action Point 10.1: On receiving details of the location, the Parish Clerk is to contact Medway council to try and progress the complaint.**

The Chairman thanked Mr Smith and reconvened the meeting.

268 **b Road Sign – Cross Park near Caravan Park**

The sign for Cross Park to go on the post at the turn of Avery Way was still on order. Cllr Mark Skudder would send the Parish Clerk details in order to progress this.

**Action point 10.2: Cllr Mark Skudder (Chair) to send the Parish Clerk details of the signage order.**

269 **c Road Sign – Cross Park near Golf Club**

Cllr Mrs Yvonne Forrest confirmed that permission to erect a sign on their property had been granted by the Golf Club. It was agreed the Cross Park Association source and pay for the sign. (Ron Wood to advise the Cross Park Association)

**11 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY**270 **a Cross Park**

i) Premises Licence.

No action had been taken to date to progress this matter.

**Action point 11.1: Parish Clerk to progress application and supporting advertisement**

- 271 ii) **PRS/PPL licenses**  
No action had been taken to date to progress this matter

**Action point 11.2: Parish Clerk to progress application after obtaining the necessary information**

- 272 iii) **Business rates**  
The recent application to have a reduced business rate levied on the Cross Park building was declined by Medway Council as the building is owned by the Parish Council. Consequently, the rate arrears payment for 2012/13 was now due.

- 273 iv) **Grass Cutting**  
It was confirmed that grass cutting at Cross Park was being carried out regularly in line with the grass cutting schedule and this was supported by the Parish Council invoice records.

- 274 v) **Management Structure**  
The Village Hall committee are continuing to run the Cross Park Pavilion and the Chair thanked them for doing that. However, in order to reduce the cost of the non-domestic rates for the building (currently £1349 a year as legislation does not permit a Parish Council to have Discretionary Rate relief from Medway Council) by at least 80%, a charity would need to be set up. Individuals on the Village Hall Committee were considering whether they would be prepared to do this. There may be an advertisement put in the Allhallows Life magazine asking for volunteers prepared to set up a charity.

**Action Point 11.3: Cllr Mark Skudder (Chair) to liaise with the Village Hall Committee and arrange for an advertisement to be placed in the Allhallows Life magazine, if necessary.**

- 275 b) **The Playpark**  
It was resolved to approve repairs to the vandalised equipment in line with the recent quotation.  
Proposed by Cllr Alan Marsh, seconded by Cllr Mrs Yvonne Forrest and unanimously agreed.

**Action Point 11.4: Parish Clerk to progress works to repair vandalised equipment with contractor.**

- 276 c) **Village Hall**  
It was agreed that the Crafty Croppers group could proceed with their request for a memorial plaque and/or plant in the Village Hall gardens. It was noted that the Village Hall committee had no objections.  
Proposed by Cllr Mrs Noleen Skudder, seconded by Cllr Mrs Wendy Myers and unanimously agreed.

- 12 a) **KINGSMEAD PARK**

- 277 The recent development activity and bus turning issues were discussed. Cllr Mark Skudder had contacted Medway Council but no update had been provided due to staff pressures and workloads. It was agreed that the Parish Clerk should follow up on any progress. It was suggested that because of difficulty turning a double decker bus in the space, Arriva buses were possibly not travelling to the end of Avery Way.

***Action Point 12.1: Parish Clerk to contact Medway Council for an update and report back.***

***Action Point 12.2: Parish Clerk to contact Arriva buses and Chris Irvine to establish the current situation.***

### 13 LEAVING GIFT FOR PARISH CLERK

- 278 It was proposed by Cllr Mrs Noleen Skudder and seconded by Cllr Mrs Wendy Myers that a leaving gift to the value of £80 be given to Mrs Roxana Brammer. This was unanimously agreed.

***Action Point: 13.1: Cllr Mrs Noleen Skudder to send card and gift and reclaim costs via the Parish Clerk.***

### 14 CORRESPONDENCE

- 279 a Cllr Mark Skudder updated members on the work the Police had been undertaking at the Hundred of Hoo School to raise the awareness of young people to drug and alcohol abuse issues.
- b Cllr Mark Skudder updated members on some recent incidents of anti-social behaviour by young people in the village and how the Police, Cllr Mark Skudder and the Youth Club had all worked together with the shopkeepers and local residents.
- c The Parish Council's membership of the Kent Wildlife Trust had lapsed due to the organisation having out of date contact details. This had now been rectified and membership would be renewed shortly.

### 15 DATE AND TIME OF NEXT MEETING

- 280 Cllr Mark Skudder proposed that future Parish Council meetings be held on the first Wednesday of the month and the frequency of future meetings to be discussed at the next meeting. The next meeting date was agreed as Wednesday 6<sup>th</sup> February 2013, with the location to be confirmed. Proposed by Cllr Mark Skudder, seconded by Cllr Alan Marsh and unanimously agreed.

The Chairman closed the meeting at 10:05 pm

**Signed as a correct record of the proceedings**

Cllr Mark Skudder, Chairman                      On the                      day of                      2013