



## ALLHALLOWS PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 13<sup>th</sup> FEBRUARY 2019 AT CROSS PARK PAVILION, AVERY WAY, ALLHALLOWS at 6:30pm

**PRESENT:** Cllr Chris Draper Chairman  
Cllr Pat Huntley-Chipper Vice-Chair  
Cllr Yvonne Forrest  
Cllr Karen Draper  
Cllr Trevor Bowley  
Cllr Len Lovatt

In attendance Mr Chris Fribbins Parish Clerk  
3 members of the public

**1 1859 APOLOGIES FOR ABSENCE**

None

**2 1860 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**

The Vice Chair Cllr Huntley-Chipper is the parish council's representative on the Cross Park Association, but a trustee of the Cross Park Association so she declared her interest in matters regarding Cross Park and would take no part in discussions if there was voting regarding the site.

**Audio Recording**

Cllr K Draper, reported that she was making audio recordings of the meeting for her personal use.

**3 1861 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 9<sup>th</sup> JANUARY 2019**

Proposed as a correct record by Cllr Forrest, Seconded Cllr K Draper. **AGREED**

**4 1862 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)**

None

**5 1863 TO NOTE UPDATES ON THE ACTION POINTS FROM PREVIOUS MEETINGS**

See updates in appendix.

**SUSPENSION OF MEETING FOR PUBLIC SESSION (15 minutes)**

Ian Sears (Community Warden) had completed a clear-up at Avery Court. Problems with raw sewage leaking into other properties have re-occurred, and followed up with tenants and Medway Environment Services. There is no feedback from the property owner and it is suggested that she has died and nobody willing to step-up. Position is very worrying but outside the scope of the Parish Council. He was also asked to follow-up the missing traffic mirror at the top of Avery Way/Stoke Road, car parking around the school (enforcement of zig-zags) and the metal spikes in the beach.

A resident raised issues about domestic waste being placed in the council's bins at the Avery Way shopping parade. There is no specific evidence to tie it to specific residents at the moment.

Cllr Filmer reported issues with nine potholes Stoke Road/Avery Way and refurbishment of white lines required.

**6 1864 CLERK'S REPORT**

a) Nothing further to report, items on Agenda

- b) Community Payback had been in contact with the parish council. Although the parish has use the Young Offenders Team for work at the Brimp (also working at Slough Fort), this is the adult team. The Clerk has suggested clearance of rubbish and some vegetation clearance on the boundaries of the Recreation Ground and Cross Park. Although they are being encouraged to seek payment for this work the local Medway team would prefer some tools instead.

7           **1865   GRANT REQUESTS**

- a) **The Allhallows Guides/Brownies/Rainbows** had submitted an application for £600 to fund resources and support for trips. Follow-up has been done – The Chair and Clerk had met with the Guides/Brownies/Rainbows at the Brimp. Accounts for the previous ‘guide year’ had been produce, but the **Brownie and Rainbow accounts are still awaited, Contact made with Medway Area via email.**

8           **1866   PLANNING Responses/Actions Proposed Chair/Seconded Cllr Forrest All Agreed MC/19/0163 77 Avery Way Allhallows Rochester Kent ME3 9QW**

Construction of a single storey extension to rear. No Objection

**MC/19/0105 2 Binney Road Allhallows Rochester Kent ME3 9PJ**

Construction of two storey extension to rear. Chair and Cllr Forrest to visit site and report back to the Clerk to respond.

**MC/19/0007 Land Rear of British Pilot Hotel Avery Way Allhallows Rochester Kent ME3 9QW**

No Objection

- a) **Medway Local Plan (2012 – 2035)** – A Medway Council Cabinet report has been agreed. Draft Plan consultation will now be delayed until June/July 2019 when the outcome of the £170m (Housing Infrastructure Fund) bid is known – due in . (This includes £86m Road and £67m Rail and the remainder Community Infrastructure).

**Allhallows Plans for Comment –**

- b) **MC/18/0288 Allhallows Golf Course Avery Way Allhallows Rochester ME3 9QF**  
Change of use of land for siting 81 park homes (includes s106 towards improvements at Cross Park). Amendments have been made to clarify access road ownership . Any access issues would be a matter for discussion with the parish council – probably going to Planning Committee in March/April.
- c) **MC/18/3181 Application for expansion/extension of Cross Park facilities**  
This has been submitted on behalf of the parish council by Turners Group to be decided alongside the additional chalets.

9           **1867   HIGHWAYS AND FOOTPATHS**

- a) **Parking Restrictions** – Map of draft proposals received – reviewed, updated and returned. Under consideration by Medway Council.
- b) **Footpath Officers Report** – Cllr Bowley provided a comprehensive report of footpath issues and the voluntary work of him and his wife, also other voluntary work at Cross Park, Recreation Ground and the Village Hall grounds. Rights of Way Improvement Plan (ROWIP) survey submitted by Cllr Bowley in behalf of the parish council. Some ditch clearing required Binney Road/Stoke Road.

**Verbal contributions - None**

10          **1868   CROSS PARK ISSUES**

- a) **Governance** – A formal meeting of the Charity still needs to be arranged to agree the detailed governance procedures and responsibilities. (Cllr Huntley-Chipper will follow-up with CPA). Rural Kent will be asked to help as part of the project management work – as part of the extension project if planning permission granted.
- b) **Building/Land Issues**  
Report from Cllr Bowley circulated

**I. Land Maintenance**

The contract has now changed to M&L Contractors – first cut yet to be completed. Key issued (and had to be replaced after tractor fire.

II. **Pavilion** – Electrical issues. The electrical inspection has been carried out and warnings still to be investigated/resolved. Access to the Allhallows Park (Kingsmead) is required to check the mains supply – additional contact identified and electrician to make contact. The rear shutter problems have now been fixed. CPA had suggested removing the rear shutter from the joint controls, but strongly suggested that it be left as it is not possible to see from inside the hall and can be missed – it is the official fire exit..

11      1869    **YOUTH CLUB/YOUTH**

a) **Youth Club** – Numbers attending have now increased significantly (30+) in term time. More adult help required to extend facilities and days covered. Monthly Disco being planned.

MYTRUST (the successor to Kent Youth) has been unable to secure funding so has ceased operation as an umbrella organisation for Youth Clubs. It will be able to provide DBS checking and training on an ad-hoc basis.

b) **Guides/Brownies/Rainbows** – Activities are taking place on Monday evenings and further advertising is being done for them. There are some issues about the cleanliness of the Brimp and the District Commissioner has been contacted.

12      1870    **THE BRIMP ISSUES**

a) **Football Arena** – Provision of a MUGA court is being investigated and a is likely to be over £25k has been advertised on the Contracts Finder portal – It has generated a lot of interest from suppliers. Quotes to be made available at the March meeting. Site visits for suppliers to be arranged on request.

b) **Road and Lighting**

Slough Fort Preservation Trust will be looking for additional support from Bourne Leisure to carry out improvements to the road in March/April.

c) **Additional Usage** The senior Youth Club will be trialled again when support from the youths and adults is confirmed.

d) **Brick Store – one quote received.** The Chair will be seeking alternative quotes. He has also made contact with the Hundred of Hoo Academy who suggest there will be interest in an out of hours facility by some of their students.

e) **Cleaner/Caretaker** – the position has been advertised on the website and on Facebook and there have been a number of applications. These will be assessed at the end of February with contact/follow-up. There is an option of direct employment by the parish council or on a self-employed contracted basis.

13      1871    **RECREATION GROUND**

The current bin (by toddler's area) has been fixed by Colyn Property Services so we now have a ground fixing kit, bin and inner bin so all that is needed for a complete bin is a new lid. Proposed Cllr Lovatt, Seconded Cllr Huntley-Chipper that the lid be purchased final location of installation to be agreed. **ALL AGREED**

14      1872    **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

a) **PACT** – No report (Clerk still not permitted to attend)

b) **KALC (Medway)** – Cllrs Forrest and Huntley-Chipper – nothing to report, next meeting likely in February..

c) **Medway Council Rural Liaison** – Cllr K Draper reported that the next meeting in March will go ahead but will be the committee only, the annual meeting open to all parish councillors will be delayed until June.

d) **Police Liaison** – Cllr Bowley – nothing to report, meeting following week (the police had reported that this body was treated as a PACT for the Hoo peninsula by them).



**a) Street Cleaners**

The council discussed issues raised at the Personnel Advisory Committee (no delegated power to make decisions) relating to individual performance and quality of the street cleaning. Options considered:

- i) Return of contract to Medway Council (NORSE). Contact made but not being pursued at this time as there are practical benefits to having local staff and their ability to cover the area better than NORSE.
- ii) Review Responsibilities and street coverage.
- iii) Homewards monthly clean reviewed.

Agreed that the Clerk would consult with all the street cleaners on these matters.

**b) Youth Worker**

Some uncertainty about long term plans for the Youth Worker were discussed. Appraisal to be scheduled in March.

**c) Dumpster**

Draft drawings were submitted to Medway Planning to seek advice on whether planning permission is required and they have said an application is needed. Papers to be sent to architect John Liddiard for a planning submission.

- 18a**      **1876**      The Clerk reported on the early arrangements for the May elections and that information will be added to the parish council website and updated through the run-up to the 2<sup>nd</sup> May, with links to Medway Council's information.
- 18b**      **1877**      **DATE AND TIME OF NEXT MEETINGS**  
The next meeting will be Wednesday 13<sup>th</sup> March 2019 6:30pm at the Cross Park Pavilion, Avery Way, Allhallows.
- 19**        **1878**      **FUTURE AGENDA ITEMS - None**  
At 10:24 pm Cllr Chris Draper closed the meeting.

Signed as a correct record of the proceedings.

Chair of Allhallows Parish Council

Action Point	Details	Review	ACTION
SEPTEMBER 16 C/2016/1231	Cross Park Land Rubbish/bonfires/ encroachment.	Issues had been raised with rubbish dumping, clearing vegetation, bonfires at properties on the Cross-Park boundary with Avery Way properties. Letters to be considered for specific properties in Avery Way. Legal advice to be sought -possible solicitors (including Medway Council legal), to be recommended by Chair/Cllrs. - Ian Davison (Surrey Hill Solicitors) can advise. <b>Ian Sears (Medway Council Rural Community Warden may be able to help)</b>	Clerk/Chair/Cllrs
SEPTEMBER 16 C/2016/1234a	Cross Park – Changing Rooms	CPA to issue invoice to access funding from Medway Greenspaces and get utilities connected. Done. Payment chased up by Clerk. Payment made to CPA. No progress on modular building or connection to services – Council have sought removal – meeting of CPA/Football Club/Councillors to be arranged. The football club have suggested that work would start at the end of their season (April). Work started (July 17). Changing rooms now refurbished - water and electricity to be <i>connected. -no progress.</i> Quote received to be sought for work to bring it into use (£5,500). Work to start within two weeks. Need to determine what will be done. Work has start with connection to the Pavilion electricity completed. Water and Electricity supply connected (no proper doors currently). <b>Utility supply trench needs to be filled in better. No doors (screwed in place)</b>	Vice Chair Clerk/JC PASSED TO CPA and/or CROSS PARK EXTENSION
FEBRUARY 17 C2016/1335	Highways and Footpaths	Issues with parking and on grassed areas and verges were taken up with Medway Council – site meeting being held. Marked up map returned to Mark Johnson (Medway) – awaiting feedback (followed up with Cllr Filmer) Medway Council parking enforcement has been in the village and ticketing vehicles. Officer responsible has now left the authority. Issues being followed up with Medway Cllr Filmer, A large	Clerk/Chair

		map of the area is being recirculated to identify locations that should benefit from double yellow lines. <b>Maps re-checked and re-sent</b>	
JULY 17 C2017/1458	Allhallows School Parking	To discuss parking suggestions with Medway Council	<b>Chair</b>
OCTOBER 17 (discussed at November & December meeting)	Cross Park – Community Facilities	Turners Group proposing permissive path/Bowling Green/Community Centre extension to Pavilion and permanent Changing Rooms as part of a s106 agreement for an extension to their residential park. Agreement in principle awaiting further details, Follow-ups underway with Turners. Turners report planning application submitted MC/18/0288. Further meeting with Turners Group who are looking to submit a planning application for the community facilities on behalf of the parish council. <b>Rural Kent appointed to help with 'project management' if approval granted.</b>	<b>Chair/Clerk</b>
FEBRUARY 17 C2017/1594	Street Cleaning	Site and dumpster required for street cleaners' bags until collected Site identified at Shellduck/Avery Way junction – details to be followed up. Drawings required so that consultation with Medway Planning can be done. Drawings sent to Dave Harris (Medway Council Planning) to see if planning permission is required. Planning Permission required – papers sent to John Liddiard.	<b>Clerk following up with Street Cleaners Chair/JC</b>
AUGUST 18 C2018/1749c	Cross Park Electricals	An electrical inspection faults (non-critical) investigation is outstanding and will be scheduled soon. BTD have carried out maintenance work. <b>Trying to arrange a visit to Allhallows Park (The mains feed)</b>	<b>Clerk</b>
AUGUST 18 C2018/1751d	Brimp Road	A meeting has been held with the Church Commissioner's Land Management Agent, Slough Fort Restoration and the Clerk. Slough Fort are now investigating getting the work completed (perhaps with grant funding from the Parish Council), £1,000 granted by PC towards work which should be complete by Spring 2019.	<b>Clerk/Church Commissioner's Agent</b>