



ALLHALLOWS PARISH COUNCIL

**MINUTES OF THE PARISH COUNCIL MEETING
HELD ON WEDNESDAY 14th OCTOBER 2020**

ONLINE on (ZOOM) 18:30

PRESENT: Cllr Chris Draper Chairman
Cllr Karen Draper
Cllr Yvonne Forrest
Cllr Sue Morrice
Cllr Trevor Bowley
Cllr Len Lovatt
Mr Chris Fribbins Parish Clerk

Apologies:
In attendance 2 residents

- 364 1 APOLOGIES FOR ABSENCE**
None
- 365 2 DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest
Audio Recording - Cllr Karen Draper, Cllr Morrice for Personal Use
- 366 3 TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 9th SEPTEMBER** Proposed as a correct record by Cllr Forrest, Seconded Cllr Morrice.
AGREED.
- 367 4 MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)** - None
- 368 5 TO NOTE UPDATES ON THE ACTION POINTS FROM PREVIOUS MEETINGS**
See updates in appendix.
- SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):** None.
- 369 6 RESIGNATION/CO-OPTION OF PARISH COUNCILLOR TO FILL THEIR VACANCY**
- a) The resignation of Carol Cook was noted, Medway Council Electoral Services were informed and the vacancy had been advertised for the statutory period – there had been no calls for an election and the parish were able to co-opt.
 - b) Co-option – there had been two applications for consideration Dave Wiggins and Rachelle Freeguard MBE. Rachelle was unable to attend this meeting. The meeting agreed to proceed to co-option and after questioning, Dave Wiggins was appointed to the vacancy – Proposed Cllr Mrs Draper, Seconded Cllr Forrest – AGREED. Dave Wiggins joined the meeting.
 - c) Pat Huntley-Chipper has also resigned. Medway Council will be informed and the vacancy advertised for the statutory period. If there was no call for an election, the co-option could take place at the November meeting.
 - d) It was proposed Cllr Mrs Draper and Seconded Chair that Cllr Forrest be appointed as Vice-Chair to fill the vacancy left by Pat Huntley-Chipper AGREED.
- 370 7 CLERK'S REPORT**
- a) Any Other Items not on Agenda - None

- 371 8 **COVID-19 – Coming out of Lockdown UPDATE**
Use of Cross Park and the Brimp remains restricted.
- 372 9 **BRIMP DEVELOPMENTS**
- a) **Progress of football arena** – Electrician impacted by COVID19 issues, but will be returning to work and will quote for the reinstatement of floodlighting Awaited
 - b) **Verbal Report on Brimp progress.** There has been an initial clearance/tidy-up of the Youth Centre, further visit carried out.
 - c) **Extension of Brick Store** – Medway Planning had been approached by the Clerk to get an initial view of the proposal to insure there were no listed building issues. Awaiting feedback from Medway Planning.
 - d) **Electrical Inspection of the Brimp** – There are some outstanding faults, repairs and enhancements required and they have been passed to the electrician for action now that he can schedule a visit. A quote for improving the automatic lighting over the main entrance and resolution of faults from the inspection awaited. Work to be scheduled.
- Items to be chased Clerk
- 373 10 **GRANT REQUESTS**
The Allhallows Clean-up team had request a grant for rubbish sacks and hoops for rubbish bags. Due to the urgent need, the Clerk checked that bags were not required and four rubbish hoops purchased under delegated powers and donated to the group. There has been further correspondence with the group about their 3rd party insurance cover – this could be provided by the Parish Council insurance policy if a risk assessment for their work was prepared. A model RA was provided, but not taken up at the moment. Catharina Buonara Holgado was present and gave an overview of her groups activities and a desire to work with the Parish Council on local issues (she has produced a report for the council which had been circulated). She was suggesting ‘No Rubbish’ signs for the entrances to the village and some key locations where there had been specific issues. The Clerk had initiated contact with Medway Council Highways Department about the possible erection of signs. They were concerned about ‘sign clutter’ from visual and vehicle driver distraction – being followed up.
- 374 11 **INTERNET/BROADBAND ACCESS AT CROSS PARK/THE BRIMP**
Visit to inspect the site/route for cables planned for 1st October, but had not been carried out, alternative date to be arranged.
- 375 12 **PLANNING**
- a) **Allhallows Planning Applications (Responses Noted)** I
MC/20/2314 Slough Fort The Brimp Avery Way Allhallows Rochester Medway ME3 9QL Listed Building Consent for proposed work to reinstate the Guard Room, through the rebuilding of lost internal cell walls and cell door; Reinstatement of the wooden floors and decorate using Limewash; some refurbishment to fireplace together with exterior works to the court yard and the replacement of the missing ends to the casemates which includes a low brick wall; supporting timber framed glazing panels and doors as per the original fitting from 1892
No concerns reported by Councillors – letter of support sent
 - b) **MC/20/2152 6 Stoke Road Allhallows Rochester Medway ME3 9PF**
Construction of a two storey side extension with integral garage
No concerns from councillors – No objection response sent
 - c) **Medway Local Plan** – No update
- 376 13 **HIGHWAYS AND FOOTPATHS**
- a) **Parking Restrictions** – Visit carried out by Clerk/Chair. Bourne Leisure had been contacted by the Char regarding restrictions to commercial vehicles at weekends and that they were blocking Avery Way instead. It was suggested that their plot next to The British Pilot could be used.
 - b) **Footpath Officers Report** – Cllr Bowley reported on his continuing clearance works in Cross Park, Recreation Ground, Shellduck Woods, Avery Way Wood (Path) and

footpaths. Clerk/Chair included an inspection in the planned visit. RS12 had been cleared.

- c) **Verbal contributions** – Cllr Bowley had provided a detailed report that had been circulated.

377 14 **CROSS PARK ISSUES**

- a) **Governance Issues** – A meeting with the trustees of the Cross Park Association had been arranged for 6th October, but as there was only one trustee present, there was not a quorum to conduct any business. The Clerk would follow-up with the Charity Commission and arrange for a meeting for prospective trustees to attend and be appointed.
- b) **Expansion of Facilities** – Progress being monitored.
- c) **Building/Land Issues** - Cllr Bowley's monthly report was circulated. Boundary issues remain to be followed up. Cllr Bowley also reported that horse riders had returned to Cross Park and were causing significant damage to the paths around the 'Country Park' and pitch again as there had been wet weather. The Clerk would contact our contractor to see if any smoothing of the damage could be carried out (but difficult when it is wet and boggy). Cllr Bowley would investigate how they were gaining access and look to prevent this if possible,
- d) **Electrical Inspection** – The initial inspection had been carried out – there were issues with the mains supply (via the Golf Club and Kingsmead Park) and the power extension that had been installed to the changing room building. Issues to be resolved in the planned extension. It was also suggested that a separate supply for the Pavilion be investigated (it will be required for the extension).
- e) **Planning Status of Cross Park** – The Medway Planning Manager had forwarded this to the Local Plan Manager for a response.

378 15 **YOUTH CLUB/YOUTH**

- a) **Youth Club –Future Planning** – Shut down due to lockdown. A session to clean up the Youth Centre had been carried out, further work to be done (COVID-19 restrictions still in force). The grass had been cut by the Chair. No further update.

379 16 **THE BRIMP ISSUES**

- a) **Electrical Inspection** – Further issues remain from the inspection of the main building – quote, along with some other works,/scheduling awaited

380 17 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **ALLHALLOWS PACT** – Cllr Morrice – No meetings.
- b) **KALC (Medway)** – Cllr Morrice – A ZOOM meeting was planned.
- c) **Medway Council Rural Liaison** – Cllr Mrs K Draper – No meetings, although a ZOOM or TEAMS meeting is being arranged.
- d) **Village Hall** – Cllr Lovatt – The Xmas Float was planned again this year, if COVID19 secure arrangements can be put in place.
- e) **Cross Park – vacancy** – No meetings. Issues as discussed earlier.
- f) **Village Fete** – Cllr Forrest – No meetings the 2020 event had been cancelled.
- g) **Friends of All Saint's Church** – Cllr Forrest – An open day (Covid secure) was held at the church 5/9. They are looking to recruit a 'heritage officer' and returning to monthly coffee mornings/open days in the church.

381 18 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments (Cllr Forrest)** – Nothing to report.
- b) **Recreation Ground and Playpark** (Cllr Forrest and Vice Chair) Remedial work carried out.
- c) **Bourne Leisure Liaison** (Cllr C Draper) – Chair had met with the site manager to discuss various issues.

- d) **Allhallows Primary School Liaison** (Chair) –Meeting with new Head to be arranged.
- e) **Turners Group** – As reported Turners have indicated that they will be progressing their plans now that Covid-19 restrictions are being eased.

382 19 **SHELLDUCK LAND UPDATE**

- a) Awaiting quote from Colyn Properties for gate to area for dumpster. Clerk seeking approval from Medway Council (owners of the land).

383 20 **FINANCIAL**

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

Receipts August/September Noted.

- b) To make payments for October Proposed – Cllr Forrest, seconded – Cllr Wiggins that the payments as listed be paid. – ALL AGREED (the payments list will be signed by the proposer and seconder later)

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	201001		
John Price Salary/less PAYE	201002		
Mick Smith Salary/less PAYE	201003		
Marion Eades Cover MS/JP	201004		
HMRC PAYE	201005	352.17	
NEST Employee/Employer Pension	201006	66.62	
EDF Energy Brimp Electricity DD	201007	102.00	4.86
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	201008	2,289.98	381.66
TJF Prop Servs Active Cemetery C110	201009	160.00	
TJF Prop Servs Active Cemetery C112	201010A	160.00	
Colyn Prop Servs Play Area Maintenance	201011	60.00	
Colyn Prop Servs Village Hall LM 3054	201012	60.00	
Colyn Prop Servs Village Hall LM 3070	201013	60.00	
Choice Shops Bag Hoops	201014	58.16	9.68
Business Stream Allotment Water	201015	43.56	
BTD Electrical Cross Park Inspection	201016	210.00	
Proludic Play Area Equipment Parts	201017	67.73	11.29
Proludic Play Area Equipment Parts	201018	1,108.69	184.78
Rialtus – Accounts/Asset Software Support	201019	145.20	24.20
TJF Property Maintenance Hedge Trimming	201020	280.00	
RBL Poppy Appeal Wreath Donation	201021	100.00	
C&CWPC Prorata SLCC Annual Subs for Clerk	201022	103.77	
All Kent Cooling Brimp Aircon Service	201023	120.00	20.00

Paid previously, to note

****On receipt of Invoice**

384 21 **STAFFING ISSUES**

The exclusion of press and public to discuss personal staff issues was moved by the Chair and seconded by Cllr Mrs Draper – **ALL AGREED**

- a) There had been concerns regarding Shellduck Close weeds in the kerbs again. Road to be inspected after reporting to cleaner.
There had been concern about Facebook reporting of a volunteer clean of ditches in Homewards Road. There was support for the street cleaner as he was not expected to carry out that level of work due to Health and Safety issues.
There was also a report of the dumping of wholesale seafood in the rubbish bins, which had to be removed (there was a 'seafood van in the area on Saturday/Sundays, the situation to be monitored).

385 22 **DATE AND TIME OF NEXT MEETING**

The next meeting will be Wednesday 11th November 2020 at 6:30pm online using ZOOM (Meeting Number and Meeting Password will be supplied, further detailed joining instructions available from the Clerk up to 5pm on the day of the meeting)

386 **23** **FUTURE AGENDA ITEMS – None**

At 20:50 The Chair Cllr Chris Draper closed the meeting.

Signed as a correct record of the proceedings.

Chair of Allhallows Parish Council

Action Point	Details	Review	ACTION
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. Rural Kent appointed to help with 'project management' if approval granted. Permission for 81 chalets now agreed, awaiting update on development from Turner Group	Chair/Clerk
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. Planning application refused. Now re-submitted but refused again. Appealed – Refused on Appeal, alternative provision on the site was being investigated.	Clerk
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. Trying to arrange a visit to Allhallows Park (The mains feed) Now incorporated in a formal electrical inspection in January 2020 – Inspection now scheduled.	Clerk