



**ALLHALLOWS PARISH COUNCIL**

**MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON WEDNESDAY 9<sup>th</sup> NOVEMBER 2022**

**Cross Park Pavilion @6:30pm**

**PRESENT:**

Cllr Chris Draper	Chair
Cllr Yvonne Forrest	Vice Chair
Cllr Karen Draper	
Cllr Sue Morrice	
Cllr Len Lovatt	
Cllr Trevor Bowley	
Cllr Rachelle Freeguard	
Mr Chris Fribbins	Parish Clerk

Apologies: None  
In attendance 1

- 782 1 **APOLOGIES FOR ABSENCE** None
- 783 2 **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**  
**Declarations of Interest** – Cllr Freeguard, Trustee Cross Park Association, although Parish Council Liaison, so able to speak and vote.  
**Audio Recording** – Cllr Morrice records the meeting for personal use.
- 784 3 **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 12<sup>th</sup> OCTOBER 2022** Proposed as a correct record by Cllr Forrest, Seconded Cllr Mrs Draper. All Agreed.
- 785 4 **MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA) – None**  
**SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker):** None
- 786 5 **CLERK’S REPORT**  
**a) Remembrance Sunday** – Poppy Wreath purchased, the Chair/Cllrs Mrs Draper/Forrest/Morrice also plan to attend.
- 787 6 **GRANT REQUESTS** – None
- 788 7 **PLANNING**
- a) **Planning Applications** –
- MC/22/1686 Allhallows Holiday Park, Allhallows Caravan Park, Allhallows , Rochester, ME3 9QD**  
Details pursuant to conditions 6 (archaeology), 7 (tree protection plan) and 15 (CEMP) on planning permission MC/19/2202 for reconfiguration of hardstanding bases and golf course to enable installation of 95 hardstanding bases (an uplift of 84 static caravans) with associated infrastructure (above and below ground), internal access road, pedestrian footpaths and landscaping. No comments Footpath Sign has been moved, Chair to follow-up with Haven Manager.
- b) **Medway Local Plan** No further update, publication of Draft and public consultation still further delayed and Local Plan will now revert to Regulation 18 and add another 18 months to 2 years to the process, which allows developers to choose their sites. A Hoo Development Framework has been published and open for consultation.
- c) **Housing Infrastructure Fund** responses have been assessed by Medway Council and due to be reported to the Cabinet. Costs have increased and shortcomings with road and rail solutions remain with uncertain additional funding required and s106 timescales, further consultation is planned.

- 789      8    **HIGHWAYS AND FOOTPATHS**
- a) **Footpath Officers Report** – Cllr Bowley’s report was circulated.  
A footpath bridge across a ditch is slippery.
  - b) **Verbal contributions** – Additional Double-Yellow lines proposed. Enforcement will remain an issue.
- 790      9    **LOCAL REPORT/ISSUES**
- a) **Countryside Contract** – There has been a report that the boundary of the recreation ground has been cut, but not the middle. This has been reported to the contractor and they will correct.
  - b) **Street Cleaning** – Dog waste bin not straight and needs fixing. Medway Council will not fix it as dog waste is accepted in normal waste bins. Additional bins suggested for Shelduck/Avery Way and Avery Way Shopping Parade.
  - c) **Active Cemetery** – No update
  - d) **General Issues** – Issues reported: None
- 791      10   **TELEPHONE BOX DEFIBRILLATOR** – Defibrillator to be sourced, telephone box expected in next four weeks.
- 792      11   **CROSS PARK IMPROVEMENTS (including s106)**  
Cllrs Freeguard declared an interest in this item as a trustee of the charity and did not take part in any voting but could report as Parish Council representative.
- a) **Car Park** – Discussed in confidential item as it involves supplier quotes.
  - b) **Utility Provision** – Awaiting update from Turners/UK Power Networks re, power supply to pavilion. Turners have agreed the release of some s106 funds to fund this work, the car park and design work/planning for the new pavilion.
  - c) **Access Road** – Although opened, this is now muddy from construction vehicles.
  - d) **Planning Permission for Pavilion extension (including changing rooms)** Cross Park Association have been carrying out local consultation on potential uses and facilities for the new hall. A Planning Consultant/Designer will draw up plans for approval and a planning application submission. A meeting has been held with Rural Kent to discuss grant funding process and potential funders for Cross Park improvements.
  - e) A Planning application will be made for **Cold-Store facilities** for the current pavilion (supplied via the Chair). An access will be required from the current hall/kitchen and the storeroom can then be used as part of an extended kitchen. (Meeting arranged with planning consultant/designee 23/11.
- 793      12   **YOUTH CLUB REPORT**
- a) **Youth Club Issues** – Christmas Party scheduled for 20/12. Community Payback are planning to carry out works at the Brimp in late November/December.  
Chair/Lisa Newstead to compile a worklist.
  - b) **Extending Brick Store** – Agreed to un-pause the work earlier on the agenda.  
Contractor to confirm cost/schedule when other work completed.
- 794      13   **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**
- a) **ALLHALLOWS PACT** – Cllr Morrice – Meeting 6-Monthly.
  - b) **KALC (Medway)** – Cllr Morrice/Freeguard – Meeting held.
  - c) **Medway Council Rural Liaison** – Cllr Mrs K Draper Special open meeting to discuss Hoo Development Framework and HIF held.
  - d) **Village Hall** – Cllr Lovatt/Forrest (sub) – Nothing further
  - e) **Cross Park** – . Problems with Credit/Debit Card Reader chased after the account was suspended by Sum-Up (unable to take card payments over a weekend).
  - f) **Village Fete** – Cllr Forrest – Working with the Parish Council to arrange lighting of two Christmas Trees scheduled 27/11 (now 2/12). Cadbury Selection Boxes to be purchased (and any spare passed to the Youth Club for their party. Cllr Mrs Draper

Proposed, Cllr Freeguard seconded a budget of £60 be approved to support the event – ALL AGREED.

- g) **Friends of All Saint's Church** – Cllr Forrest – Meeting held, but Cllr Forrest was unable to attend. Monthly open days reintroduced (first Saturday of each month) and Café (weekly Wednesday/Thursdays).

**795 14 REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** (Cllr Freeguard declared an interest as an allotment holder) Nothing to report.
- b) **Recreation Ground and Playpark** Cllr Morrice – Works identified from the Annual Inspection with Colyn Property Services – gate to toddler's area remains to be inspected and any works required identified.
- c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available. Meeting to be arranged.
- d) **Peninsula East Primary Academy School Liaison** Chair – Cllr Freeguard No meeting.
- e) **Turners Group** – Further meetings had been held on-site re. works. Further meeting to be arranged with Project Manager for Kingsmead/Allhallows Park development. Liaison is concentrated on Cross Park improvements and any of their construction issues currently.

**796 15 FINANCIAL**

- a) **Finance Monitoring Reports (to 31 October 2022)** Financial reports were circulated, all agreed to note.

- b) **Income**  
Receipts October/November Noted

**October**

Medway Council M Pendergast Ward Fund	£2,000.00
Youth Club Tuck/Subs	£159.65
Cross Park Dishwasher Payment	£1,097.99
Cross Park Mop Heads Payment	£47.97

**November**

Buzz Catering Dishwasher Refund	£1,097.99
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- c) **To make Note payments for November 2022.**

\* Salaries include backpay to 1/4/22 as agreed nationally

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	221101*		
John Price Salary/less PAYE	221102*		
John Price Work Trousers	221102B	26.99	
Mick Smith Salary/less PAYE	221103*		
HMRC PAYE	221104	1026.95	
NEST Employee/Employer Pension	221105	101.66**	
EDF Energy Brimp Electricity DD	221106	158.00	7.52
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total payment	221107	2,289.98	381.66
National Broadband Cross Park 4G Internet	221108	54.00	9.00
Medway NORSE Shelduck/Village Hall Clear	220717	1,074.00	179.00
TJF Property Maint Active Cemetery	221109	160.00	
TJF Property Maint Active Cemetery	221110	160.00	
TJF Property Maint Active Cemetery	221111	160.00	
TJF Property Maint Active Cemetery HedgeCut	221112	280.00	
TJF Property Maint Active Cemetery	221113	160.00	
Colyn Property Servs Village Hall LM	221114	60.00	

Colyn Property Servs Brimp LM	221115	75.00
Colyn Property Servs Street Cleaner Cover	221116	130.69**
Colyn Property Servs Telephone Box Base	221117	150.00
Colyn Property Servs Village Hall LM	221118	60.00
Colyn Property Servs Brimp LM	221119	75.00
SLCC Clerks Subscription	221120	171.00
Business Stream Allotment Water	221121	42.25
Cross Park Association Dishwasher Refund	221122	1,097.99

corrected 8/2/23

\*\* Corrected from R&P sheet typo

- 797**            **The exclusion of press and public to discuss personal staff and contract issues**  
Proposed Chair, Seconded Cllr Forrest – **ALL AGREED.**
- 798**        **17**        **STAFFING ISSUES** No items to discuss
- 792**        **11b**       **CROSS PARK WORKS (continued)**  
Three quotes have been received for the car park extension/repair. The parish council have identified this work as urgent for health and safety reasons and urgency of works. The issue of lighting the extended car parking to be considered after the works, but passive provision by constructed.  
Proposed Cllr Forrest, Seconded Cllr Morrice that the quote from J Wood Engineering Services be accepted as it is the lowest quote, but quality of work and proposal is also good. **ALL AGREED.**
- 799**        **18**        **DATE AND TIME OF NEXT MEETING**  
The next meeting will be Wednesday 14<sup>th</sup> December 2022 (Cross Park Pavilion 6:30pm).
- 800**        **19**        **FUTURE AGENDA ITEMS –**  
At 21:25 The Chair closed the meeting.

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