



ALLHALLOWS PARISH COUNCIL

MINUTES OF THE PARISHCOUNCIL MEETING HELD ON WEDNESDAY 8th JANUARY 2025

Cross Park Pavilion @ 6:30pm

PRESENT:	Cllr Chris Draper	Chair
	Cllr Yvonne Forrest	Vice-Chair
	Cllr Karen Draper	
	Cllr Sue Morrice	
	Cllr Trevor Bowley	
	Cllr Kim Wood	
	Cllr Jean Sheaves	
	Mr Chris Fribbins	Parish Clerk
Apologies:	Cllr Claire Tarry	
In attendance	3 + Apologies Chris Spalding (Medway Cllr)	

- 122 1 **APOLOGIES FOR ABSENCE** Cllr Claire Tarry. Proposed to Accept Cllr Karen Draper, Seconded Cllr Morrice ALL AGREED
- 123 2 **DECLARATIONS OF PECUNIARY INTEREST (DPI) AND OTHER SIGNIFICANT INTERESTS (OSI)**
Declarations of Interest – Cllr Wood – Cross Park Association
Audio Recording – Cllr Morrice – Audio recording for personal use
- 124 3 **TO RECEIVE AND SIGN THE MINUTES OF THE FULL PARISH COUNCIL MEETING 11th December 2024** Proposed Cllr Forrest, Seconded Cllr Mrs Morrice as a correct record - All Agreed.
- 125 4 **MATTERS ARISING FROM THE ABOVE MINUTES (NOT OTHERWISE ON THE AGENDA)** – Defibrillator at the Village Hall has been installed and activated but does not have a stab kit. Proposed Cllr Wood, Seconded Cllr Morrice to purchase – ALL AGREED. A pedestrian gate has been installed for 24x7 access. A letter of thanks has been received from the new Village Hall for this and support for issues with a hirer.
SUSPENSION OF MEETING FOR PUBLIC SESSION (30 minutes, up to 10 minutes per speaker): None
- 126 5 **CLERK’S REPORT –**
a) Items covered in main Agenda
- 127 6 **GRANT REQUESTS** – None
- 128 7 **PLANNING**
a) **Planning Applications** D
MC/24/2292 Conversion of existing integral garage into a habitable room | 2 St Matthews Way Allhallows Rochester Medway ME3 9SA
MC/24/2000 Construction of a small porch attached to a mobile home measuring (2m x 1m) (Retrospective) 121 Kingsmead Park Allhallows Rochester Medway ME3 9TA
Approved by Medway Council.
b) **Medway Local Plan General Report** – Nothing further expected until the new year/spring.
c) **Neighbourhood Plan** – There needs to be a discussion about professional planning support and budget and timing re. Medway Local Plan.
- 129 8 **HIGHWAYS AND FOOTPATHS**

- a) **Footpath Officers Report** – Cllr Bowley submitted a detailed report which was circulated. Plans for Cross Park being prepared (bramble clearance and planting on new trees).
Bushes down due to high winds.
- b) **Verbal contributions** – Tree inspection scheduled. Don Baulk is carrying out rubbish clearance on Ratcliffe Highway and ditches on a volunteer basis.
There are issues with dogs in St Davids – and issue for the Medway Dog Warden.

130 9 **LOCAL REPORT/ISSUES**

- a) **Countryside Contract** – Previous issue raised about the previous grass cut had been resolved by the contractor. Awaiting confirmation that they are willing to continue in the next financial year on the same terms as this year (budget assumes yes).
- b) **Street Cleaning** – Binney Road (ditch by Active Cemetery requires clearing, not practical/possible for the Street Cleaner.
- c) **Active Cemetery** – Nothing to report, maintenance continues. The contractor has confirmed that he will continue the same terms as this year.
- d) **General Issues** – Electronic Speed Warning signs were not working. Reported to Medway Council to fix.
- e) **Xmas Tree removed (wiring/lights left on ground** – to be collected/stored after the meeting).

131 10 **CROSS PARK IMPROVEMENTS (including s106)**

- a) **Update on works completed and outstanding.**
VAT Implications of s106 planned and carried out to be investigated
A VAT Consultant still to respond. **Storage Containers (Cross Park and the Brimp)** –
- b) **Pavilion Windows** – Window replacement is being arranged.– the security shutters will also need to be replaced to fit the windows.
- c) The café operator had indicated the need to replace the extraction equipment and that she would do this at her expense – Trade is expected to be lower in January/February and will be closed during the window replacement.
- d) The Chair is to seek a quote for providing lighting in the Car Park (ducting was provided when the car park was refurbished to current level), These would need to be automatically triggered and switched off when not required.
- e) Trustee meeting to be arranged to agree the Yearly Report and to discuss future plans when all trustees available.

132 11 **YOUTH CLUB REPORT**

- a) **Youth Club Issues** – Attendance recovering after Christmas Break.
- b) **Pool** table to be moved into Brimp Building from Brick Store.
- c) **Extending Brick Store** – Funding source still required (although longer term S106 may be a source). There are no planning conditions to be resolved so work can commence. In the interim a storage container has been installed (see Cross Park minute). The scouts have also expressed an interest in having their own container, but all planning requirements will need to be actioned by them.
- d) **Brimp Site Usage** – Karate operating on Wednesdays, Football training for youths on Monday, Youth Club Tuesday, and Allhallows Scouts now active (initially Squirrels/Beavers/Cubs). Brick Store usage continues for film making. Scouts will be paying the rental charge now. In the interim additional shelving would be considered for the Scouts storage.
- e) **Cross Park events** planned (24/8 Car Show, 5/7 Festival One)
- f) **Invoice** raised for Scouts usage (Currently £300 to 31/12).

133 12 **CONTRIBUTIONS FROM REPRESENTATIVES ON EXTERNAL BODIES**

- a) **KALC (Medway)** – Meeting scheduled 29th January.
- b) **Medway Council Rural Liaison** – March next meeting.
- c) **Village Hall** – Cllr Forrest – A liaison meetings with the Parish Council and the new Village Hall committee and new Pre-School – ongoing.

- d) **Cross Park** – Cllr Bowley/Forrest – Meeting to be arranged.
 e) **Friends of All Saint’s Church** – Cllr Forrest – Nothing further. Hub Café to reopen 15th January. Bishop of Ebbsfleet had officiated on Sunday.

134 13 **REPORTS FROM OTHER MEMBER RESPONSIBILITIES**

- a) **Allotments** Cllr Forrest Nothing further to report (there is a need for further allotments)
 b) **Recreation Ground and Playpark** Cllr Morrice/Bowley – Annual Play Equipment inspection has been completed to be followed up to see what can be done locally and what needs to be done by an external contractor. Inspection report reviewed by Colin Davis to review (the majority of issues are low risk).
 c) **Bourne Leisure Liaison** Cllr C Draper – the Chair continues to consult with the site manager when available.
 d) **Peninsula East Primary Academy School Liaison** (Cllr Tarry) – Liaison continues. Banners now on railings at front of school.
 e) **Turners Group** – (Cllr C Draper, Forrest, Clerk) Liaison to continue with new contacts – meeting not yet arranged.

135 14 **FINANCIAL**

- a) **To agree Budget for 2025/2026** (previously circulated) – Proposed Chair, Seconded Cllr Forrest – ALL AGREED.
 b) **To agree Precept Demand for 2025/2026** – As identified in agreed budget £91,900 (a 2.5% increase) Proposed Cllr Forrest, Seconded Cllr Sheaves **ALL AGREED** (following the meeting revised figures for the council tax base were supplied by Medway Council resulting in a further increase to 2.8% due to Medway Council's figures).
 c) **Finance Monitoring Reports** –Bank balances 31/12/24. **Agreed to note.**
 d) **Income**

Receipts December/January

December

Youth Club Tuck/Subs	£98.00
Karate Hire	£25.00
VH Tree Maintenance 50%	£2,600
Bank Interest	£376.76
TRANSFER Current A/C to Zempler Card Youth Club £200	

January

Scouts Brimp Usage	£300.00
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- e) **To make/Note payments for December 2024.**

Proposed Cllr Forrest, Seconded Cllr Sheaves – All Agreed

C Fribbins Clerk Salary/Home Allowance/Mileage/less PAYE and pension contribution	250101		
John Price Salary/less PAYE	250102		
Mick Smith Salary/less PAYE	250103		
Colin Davis Salary/Less PAYE	250104		
HMRC PAYE	250105	703.80	
NEST Employee/Employer Pension	250106	82.68	
EDF Energy Brimp Electricity Bill	250107	379.54	18.07
M&L Contracting Countryside Contract	1,591.66		
M&L Contracting Cross Park	316.66		
M&L Total Payment	250108	2,289.98	381.88
Community Sports Academy	250109	60.00	

EDF Energy Brimp Energy	250110	269.06	12.81
IRIS Payroll Software DD	250111	12.00	2.00
National Broadband Cross Park Broadband DD	250112	54.00	9.00
RAYDOR School Banners	250113	148.80	
Fasthost Chair's Email Upgrade Annual	250114	55.92	9.32
Home Bargains YC Tuck/Equip ZEMPLER	241290	48.82	
Booker Ltd YC Tuck/Equip ZEMPLER	241291	191.93	
Home Bargains YC Tuck/Equip ZEMPLER	241292	50.77	
Aldi Stores YC Tuck/Equip ZEMPLER	241293	30.24	
Poundland YC Tuck/Equip	241294	10.00	
TJF Prop Maint Active Cemetary Grass C210	250115	160.00	
DD/Debit Card/Already Paid ** *** Awaiting Invoice			

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

Proposed Chair, seconded Cllr Mrs Draper – All Agreed

136 15 **STAFFING ISSUES – No Issues**

136A 15A **Social Media Policy**

The Chair reported that Parish Council communications would be expanded on an exceptional/trial basis for 12 months. Facebook/Website would be used by councillors as an exception to the current policy and then reviewed.

137 16 **DATE AND TIME OF NEXT MEETING**

The next meeting will be the February 2025 Meeting of the Council Wednesday 12th February 2025 (Cross Park Pavilion 6:30pm).

138 17 **FUTURE AGENDA ITEMS**

None, at 20:50 The Chair closed the meeting.

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