

HALLING PARISH COUNCIL

The Community Centre, High Street, Lower Halling, Rochester, Kent. ME2 1BS



MINUTES

Tuesday 12th March 2019
The Community Centre ~ 7.30pm

Attendees: Cllr P. Crispe (Chairman) Cllr R. Thorne (Vice Chair)
Cllr A. Butterfield Cllr G. Wenham
Cllr M. Fearn Mrs J. Allen ~ Clerk

Members of the public: 7

1. Apologies for Absences

JA065:19 Apologies for absence were accepted from Cllr C. Herbert who had prior family commitments & Cllr J. Loveday who had unexpectedly been called into work.

2. Disclosure of other business

JA066:19 Cllr M. Fearn & Cllr G. Wenham both spoke to confirm additional items they wished to discuss.

3. Declarations of any Pecuniary and/or Prejudicial Interests

JA067:19 None.

4. Adjourn meeting for Public Questions

The meeting was adjourned for public question time – a total of 6 questions were raised amongst questions directed at the two PCSOs also in attendance:

- I. *Concerns were raised in regards to the accumulation of rubbish along the bypass. Cllr M. Fearn reported that this matter had already been referred to Medway Council, having been previously cleared the following year.*
- II. *Suggestion for a historic sign to be erected at Forge Green*
- III. *Complaint in regards to the condition of the road along Pilgrims Road, which frequently floods in wet weather.*
- IV. *Enquiry in regards to the progress of safeguarding the money from the sale of the fire station. The Chairman confirmed that this point would be looked into further once the funds from the refurbishment of the Upper Rec and the improvement work to the Marsh had took place.*
- V. *Enquiry raised why there was no public question time at the finance meeting in January. Cllr M. Fearn advised that whilst this was an open meeting it was also a committee meeting meaning there was no opportunity for the public to speak.*
- VI. *Request for emails sent via the HPC website to be sent to the Clerk's inbox and not the Junk folder. The Clerk confirmed that this point had already been actioned and the link accepted as a known contact.*

5. Reconvene meeting

Public question time closed at 7.50pm and the meeting reconvened. (Both PCSO's in attendance left the meeting).

6. Chairman's Announcements

JA068:19 The Chairman, Cllr P. Crispe, spoke to confirm that following an email received from the leader of the Lego club the previous week he had been made aware that the defibrillator had been used and sadly the gentleman in question had passed away later that evening in hospital. The Chairman advised that replacement pads for the defibrillator were going to be ordered and that he would ensure that a report a report be entered in the next edition of the Halling View to highlight where the defibrillator is currently kept, following feedback some residents were not even aware of its existence.

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7. Minutes of Parish Council meetings

JA069:19 The minutes of the HPC meeting held on 9th February 2019 were submitted by the Clerk. It was requested that the Clerk, Mrs J Allen, amend the minutes **JA048:19** to confirm that Cllr G. Wenham was not in attendance and therefore the vote was not unanimous. Cllr M. Fearn also requested that the minutes **JA063:19** be amended to confirm he had spoken to Cllr G. Wenham the week before the meeting not on the night of.

8. Information arising from the minutes not on the agenda

JA070:19 None.

9. Planning Applications & Development Report

JA071:19 Cllr M. Fearn spoke to confirm details of three planning applications he had received since the last meeting.

- **MC/19/0457 - 39 Kent Road**

Cllr M. Fearn advised that he had delivered letters to the neighbours either side of this property, to which he had received one response to confirm that this neighbour had no objections.

- **MC/19/0555 - 11C High Street**

Cllr M. Fearn advised that he had again delivered letters to the three neighbouring properties in connection to this application and to date he had received no responses or objections.

- **MC/19/0496 - St Andrews Park**

Cllr M. Fearn spoke to advise that he had not had a chance to look in depth at this application prior to the meeting however upon initial inspection he understood that this application was to change the approved house types to stage 4 and to amend the conditions. He reported that this application was not out of character with the design of this housing and he had subsequently received a letter of support in recognition of these amendments.

Cllr M. Fearn proposed to accept all three planning applications with no objections, this proposal was seconded via the Vice-Chair Cllr R. Thorne and unanimously agreed.

10. Footpaths Report

JA072:19 Cllr A. Butterfield spoke to confirm that the Community Payback team were now back in circulation and following the suggestion of Cllr J. Loveday that the team had been concentrating on clearing the weeds and overhanging foliage from the Jubilee Hall car park and RS213 Chapel Lane. She also reported that having checked with Adam Taylor, Footpaths officer at Medway Council, that he had approved the use of the Community Payback team to clear the footpaths in the village.

Cllr A. Butterfield reported that she had also been looking into the permissive path agreement at Whittings Farm, which appears to have never been signed. She advised that she understood that this agreement had originally been set up via Medway Council, Tarmac and the farmer, and that the Parish Council, in section 4 of the agreement, had arranged to facilitate stock proof fencing and a kissing gate, however the farmer was refusing to pay for the installation of these. In view of the breakdown in communication between all parties Cllr A. Butterfield suggested arranging for a further meeting with all parties to discuss this matter in greater detail.

Cllr G. Wenham spoke and referred to the report produced by Mr B. Barnes (ex-footpaths officer for Halling), which was printed in the June edition of the Halling View 2018. Mr. Barnes had reported that Tarmac were happy to install the stock fencing and kissing gate if the Parish Council were to supply the goods. Cllr G. Wenham raised concerns as to who would maintain the footpath itself once installed.

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These concerns were also shared via other members with Vice-Chair Cllr R. Thorne also speaking to air his concerns over its maintenance but concurring in arranging another meeting with all parties.

JA073:19 Cllr A. Butterfield finally reported that the 'Poo bags' along the footpath by St Andrews Park had been cleared via Medway Council and that she understood that if 'Poo Bins' were installed near to the road that these would be emptied. She therefore concluded her report to advise that she had emailed the Clerk, Mrs J Allen, to ask if she could contact Redrow to ask for permission to install two 'Poo Bins' along the footpath. Mrs J Allen spoke to confirm that the new assistant Clerk, Marcia, was looking into this.

11. Marsh Report

JA074:19 Cllr G. Wenham spoke to confirm that since the last meeting the order for the new kissing gates and associated material had been placed and that he understood that the Parish Council's order was now ready for collection. He advised that having spoken to the contractor, Mr Holdstock of Boundary Fencing, that he was aiming to start work in approximately 2 weeks' time and that Boundary Fencing would arrange for the collection and store of the goods whilst the work took place in 'Phase one' of the Marsh improvement works.

Cllr G. Wenham also reported that he was already looking into 'Phase two' of the improvement works to the Marsh with the proposed installation of 6 benches at a cost of £120 each plus VAT and delivery. He referred to a document he had handed out prior to the meeting where he had used the newly updated footpath path for Halling and labelled each potential site for a bench with an ascending number. Areas for benches to be sited were proposed for:

- Marsh Road
- Maximilian Drive
- 4 Dogs Path

Cllr G. Wenham advised after speaking further with Adam Taylor at Medway Council that the Parish Council would need to gain consent from the Environment agency for the sightings of these seats, which he confirmed he was currently in the process of perusing via a colleague called Shelley Radford from the Environment Agency.

12. Estates Report

JA075:19 Chairman, Cllr P. Cripse, reported that as Cllr J. Loveday had been called into work unexpectedly and at short notice that there was no report on the estates sadly.

13. Receipts and Payments

Payee	Reference	Payment Method	Amount	Notes
Mr C. Stanley	-	CHQ ~ 1196	£42.00	(Webmaster February 2019 payment)
MHS Homes	-	DD	£41.16	(Garage rent February 2019)
Halling Community Centre	-	DD	£275.00	(Rent for Parish Office February 2019)
You First Partnership	-	BACS	£928.65	Service Agreement & Prints from Oct 18 - Jan 19
Wages	-	BACS	£1076.78	(Staff wages February 2019)

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KALC	-	BACS	£216.00	CILCA Preparation Courses x 3
McVeigh Parker & Co	JA053:19	BACS	£2710.78	Kissing gates & Post fix for Marsh renovations
Les Hitchcock	JA060:19	BACS	£61.60	Freedom of Halling Scroll framing
Petty Cash	-	CHQ ~ 1197	£250.00	Petty cash top up
KPS Office Supplies	-	CHQ ~ 1198	£84.26	A4 paper (Halling View), Staplers x 2 & Staples
Paula Wilkins-Smith	-	PC	£20.00	Leaflet Drop 20/02/2019 for Upper Rec public consultation on 22/02/2019
Natwest Bank	-	CREDIT	£4.79	(Interest from February 2019)
TOTAL DEBITS			£5706.23	
TOTAL CREDITS			£4.79	

JA076:19 It was proposed via the Chairman Cllr P. Cripse and seconded via Cllr G. Wenham that the tables above be noted, and the payments confirmed. This motion was unanimously agreed.

14. Refurbishment of the Upper Recreation Ground

JA077:19 Ms Maria Cook, the Recreation Equipment Facilitator, spoke to confirm that the second public consultation meeting took place at the Jubilee Hall on Friday 22nd February. She reported that the second meeting had sadly not been as well attended as the first however the public did seem to favour one scheme more than the other which the Parish Council would report on separately. She also advised that she had gone back directly to two of the companies to ask about recycled rubber surfacing and for a further two quotes in regards to improving the access to the site as previously discussed.

Cllr M. Fearn spoke to ask if the final cost for the works were still going to equate to £51,867 plus the football posts and requested if the Parish Council would consider increasing the budget to allow for an additional costs in regards to the improvements to the access.

The Vice-chair, Cllr R. Thorne, spoke to confirm that based on the estates precept set via the Parish Council for this year and any surplus funds left over from this budget from 2017 & 2018 that he thought there would be enough funds to cover any additional costs.

JA078:19 Cllr M. Fearn proposed to increase the budget for the refurbishment of the Upper Recreation ground to £52,000 plus a £1,000 contingency, with the additional funding for the access to come from the estates budget, this proposal was seconded via the Chairman, Cllr P. Cripse, and unanimously agreed.

The Parish Council thanked Ms Cook again for all her hard work and continued support.

15. Easter 2019 Event

JA079:19 The Chairman, Cllr P. Cripse, spoke to advise that following the success of the Easter event organised by the Halling Sapphires WI last year that the Parish Council had invited the WI back to host the Easter event again this year.

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He reported that in reference to this request he had subsequently received a written report from the WI with total costing equating to £1400, with confirmation that the WI were happy to contribute £550 towards this event (owing to funds from previous fundraising events).

Cllr P. Cripse advised that following a meeting of Halling Association earlier that day that this committee had agreed to contribute £500 towards this event leaving a remaining balance of £350 to pay.

Cllr M. Fearn spoke to ask if the Parish Council would consider matching the Halling Association's donation of £500, with the agreement that any additional funds would carry over for the next event.

This proposal was put forward by the Chairman, Cllr P. Cripse, seconded by Cllr M. Fearn and unanimously agreed.

16. Defibrillator

JA080:19 The Chairman, Cllr P. Crispe, spoke to advise that further item 6 on the agenda, Min **JA068:19**, that the replacement pads for the defibrillator would be ordered as soon as possible following its recent use. He also advised that the Parish Council would take ownership for the maintenance and care of this important piece of equipment, as there had previously been confusion surrounding who was responsible.

The Clerk, Mrs J Allen, spoke to gain consent to order a name tag for the defibrillator owing to a recent event from another Parish where the defibrillator had been taken in the ambulance with the patient and temporarily lost.

17. Litter Management Health & Safety Equipment

JA081:19 The Chairman, Cllr P. Crispe, spoke to highlight the intensive list, provided to the members prior to the meeting via the Clerk, of suggested Health and Safety equipment for Ms L. Murphy, Litter management co-ordinator, following a recent risk assessment.

Vice-Chair, Cllr R. Thorne, spoke to confirm he would be happy to proceed with the essential PPE items but deemed some items on the list as non-applicable. Cllr G. Wenham also spoke to confirm an itinerary of the equipment in the garage should take place first as he thought that a few items of equipment listed could already be stored in the garage and owned via the Parish Council.

Vice-Chair, Cllr R. Thorne, proposed that the Parish Council order Ms L Murphy the essential PPE items to include an up to date DBS check and a mobile phone, this proposal was seconded via Cllr G. Wenham and unanimously agreed.

18. Halling Football Club

JA082:19 Cllr M. Fearn spoke to advise that following Redrow's promise to provide the village of Halling with a football pitch that the original area sighted had been deemed unsuitable via National Grid due to the overhead powerlines.

He advised that the Parish Council were therefore in discussions to utilise 'The Mound' for the installation of a football pitch instead via both Medway Council and Redrow. He reported that further to Redrow's desktop study and an offer of £40,000 towards the installation of a football pitch that Medway Council were not prepared to sign over 'The Mound' to the Parish Council however the Green Spaces team at Medway Council were prepared to negotiate a 'peppercorn rent instead which would include cutting the grass.

Cllr M. Fearn raised concerns, that both he and the Vice-chair Cllr R. Thorne shared, in regards to the overheads required to install a football pitch with estimated costs exceeding £100,000 (with the installation of power, water, changing rooms, toilets, boundaries and access to name a few). He reported that Redrow now appear to have retracted their original proposal of £50,000 which would have used to fund both building the changing rooms and improving the access onto the mound, he advised that instead Redrow now seem to be offering a cash injection.

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Cllr G. Wenham spoke to suggest that the Parish Council perhaps offer to sponsor the pitch fees for the local football team in the interim, Cllr M. Fearn confirmed that Halling Association already do this and that the local team have expressed great interest in being able to play in their village.

Cllr M. Fearn concluded his report to confirm that alternative measures were still being discussed and that he would report back to the Council once he knew more.

19. Any Other Business

JA083:19 Cllr G. Wenham spoke to advise that he had been in receipt of a telephone call from a gentleman called Tom in regards to a bench he had refurbished almost two years ago for suggested use by the bus stop in Upper Halling. Chairman, Cllr P. Cripse, spoke to confirm that the Upper Recreation Ground refurbishment committee had already discussed in cooperating this bench into the new plans.

JA084:19 Cllr G Wenham also confirmed that he had been approached via a member of the public in regards to using a metal detector on the Marsh, he advised that he had referred the Parishioner to the Clerk's office. The Clerk, Mrs J Allen, spoke to confirm that no one had been into the office to speak to her in regards to this.

JA085:19 Cllr M. Fearn spoke to confirm an update following the meeting of Halling Association earlier that day. He advised that Halling Association had agreed to donate £500 towards the 2019 Easter Event, £226 towards the 2nd Halling Dog Show (due to take place this summer), and talked about the football pitches **Min**

JA082:19 and repairs to the Bishops Palace, which being Grade 1 listed currently exceed £60,000.

20. Date of next meeting

JA086:19 The Chairman, Cllr P. Crispe, confirmed that the next ordinary Parish Council meeting would be held on Monday 1st April 2019 at the Jubilee Hall.

The meeting finished at 9.02pm

The next ordinary Parish Council meeting will be held on:

Monday 1st April	7.30pm	Jubilee Hall
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