

# HALLING PARISH COUNCIL

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



## MINUTES

Tuesday 8<sup>th</sup> January 2019  
The Community Centre ~ 7.30pm

**Attendees:** Cllr R. Thorne (Vice Chair) Cllr C. Herbert  
Cllr. J. Loveday Cllr M. Fearn  
Cllr G. Wenham Cllr A. Butterfield  
Mrs J. Allen ~ Clerk

**Members of the public:** 4

Vice-Chair Cllr R. Thorne opened the meeting in wishing both the Parishioners and the Councillors a very Happy New Year.

### 1. Apologies for Absences

**JA001:19** An apology for absence was accepted from the Chairman Cllr P. Crispe who had prior family commitments.

### 2. Disclosure of other business

**JA002:19** Cllr G. Wenham spoke to confirm he had an additional point he wished to discuss later in the meeting.

### 3. Declarations of any Pecuniary and/or Prejudicial Interests

**JA003:19** Cllr C. Herbert spoke to confirm he had an interest relating to point 13 on the agenda (Payments & Receipts) where there had been a payment made to his partner Ms. T. Smith.

### 4. Adjourn meeting for Public Questions

The meeting was adjourned for public question time – a total of 11 questions were raised:

- I. A member of the public spoke to compliment the Community pay back team in regards to their hard work in tidying up / cleaning the Cemetery.
- II. Clarification why the graffiti on the bridge(s) had not yet been addressed. Cllr M. Fearn spoke to advise he would chase this matter; however he also advised that there was an ongoing dispute between Medway Council and Redrow as to who actually was actually responsible for this property and its subsequent maintenance.
- III. Request if Halling Parish Council would be able to object to the Lower Thames Crossing proposals, after fears that traffic would automatically divert through Halling on A228 (despite the preferred route being via the M20 Bluebell Hill).
- IV. Clarification if the Parish Council were aware of any plans to convert the A228 to a dual carriage way. Cllr M. Fearn confirmed there were none that the Parish Council were currently aware of however he could make internal enquiries to check.
- V. Clarification what exactly the 'Estates' Portfolio holder would be responsible for. Cllr C. Herbert spoke to confirm that this portfolio would cover both the upper and lower recreation grounds, forge green and an area of land located at the back of Formby Terrace.
- VI. Request for the verges alongside the bypass to be cleaned due the build up of litter. Cllr M. Fearn confirmed that he would request this via Medway Council, which would probably be carried out via a night closure on the bypass again.
- VII. Clarification if the Halling Parish Council website could be updated. Cllr J. Loveday confirmed he was also looking into measures to update the webpage.
- VIII. Following further complaints of cattle on the Marsh via Facebook a member of the public spoke to ask Parishioners to refer to the article in the latest edition of the Halling View.
- IX. Request that the Parish Council add an email address for each Councillor as a method of contact to the HPC website.
- X. Request for the Halling View to be printed in A4. Vice-chair Cllr R. Thorne confirmed A4 copies were now available at all the local amenities.
- XI. Request that the permissive path at Whitings Farm be pursued, amidst fear that Tarmac do not seem to be progressing any further with this agreement.

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## 5. Reconvene meeting

Public question time closed at 7.50pm and the meeting reconvened.

## 6. Chairman's Announcements

**JA004:19** Vice-chair Cllr R. Thorne spoke to welcome back Cllr A. Butterfield after an extended period of absent. He also thanked all the Councillors involved in erecting and removing the Christmas Tree, which had been situated outside the Community Centre over the month of December.

Cllr R. Thorne advised that following an advertisement in the Halling View, for an assistant Clerk, that the Parish Council had been in receipt of 3 applications which were currently being discussed and interviews would be arranged shortly.

He closed the announcements in advising that tenders from suppliers to update the play equipment on the Upper Recreation ground were being sought and he hoped to have a further update soon once these had been received back.

## 7. Minutes of Parish Council meetings

**JA005:19** The revised minutes of the HPC meeting held on 13<sup>th</sup> November and the minutes of the HPC meeting held on the 3<sup>rd</sup> December were submitted by the Clerk .

It was proposed by Cllr M. Fearn and seconded by Cllr J. Loveday that they be approved as a correct record and signed by the Vice-chair. The motion was RESOLVED unanimously.

## 8. Information arising from the minutes not on the agenda

**JA006:19** None

## 9. Planning Applications & Development Report

**JA007:19** Cllr M. Fearn spoke to confirm the details of the following planning applications he had received since the last meeting, he also advised that with the constraints of his work and Christmas he had yet spoken to the neighbouring properties on the latest planning applications received since the end of December/ early January . He did confirm however that he would be doing so over the course of the next few days:

- **MC/18/3484 - 87 Kent Road**  
No objections made
- **MC/18/3509 - 4 Turks Hall Place**  
No objections made
- **MC/18/3447 - 47 Pilgrims Road**  
No objections made, however Cllr M. Fearn commented that he had noted that this application had been pulled back by Medway Council for further analyst (despite being previously granted).
- **MC/18/3679 - 11C High Street**  
No objections made, however Cllr M. Fearn confirmed he would check with the neighbouring properties.
- **MC/18/3189 - 14 Grove Road**  
No objections made, however Cllr M. Fearn confirmed again he would check with the neighbouring properties.

**JA008:19** Cllr M. Fearn spoke further to advise that following a meeting with St Andrew's Leisure earlier that evening that both he and the Parish Council had now seen the retrospective plans for the blue lake's regeneration. He confirmed that St Andrews leisure were still hoping to proceed with plans to convert the lake into a water sport facility, to build a 40 unit care home for sheltered/supported living on site, alongside various commercial units and holiday lets. He advised that St Andrew's leisure would hopefully be arranging a

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public consultation over the next 6 weeks and that in the meantime the Parish Council would be writing to raise concerns following their meeting.

## **10. Footpaths Report**

**JA009:19** Cllr A. Butterfield spoke to advise that following the 'Rights of Way Improvement Plan' workshop held by Medway Council back in September that she had been in frequent contact with both Mr. T Dolby and Mr. B Barnes who had both been of great assistance. She expressed her sincere gratitude to them both.

She reported that since this meeting Mr. B Barnes had walked all the footpaths in Halling and in doing so he had provided a detailed report to Medway Council to assist with this plan. She also advised that based on this report and the photos taken that Mr T. Dolby had now converted this information into a marked map which they were now all currently trying to obtain the copy rights to in order to be able make it widely available to the Parishioners of Halling and as a PDF on the HPC website.

**JA010:19** Cllr A. Butterfield expressed urgency for projects the Community Payback team could assist with, for fear of having to turn the team down.

It was suggested by a Parishioner the Community Payback team should concentrate on footpath RS213 following reports of it being completely overgrown and impassable via foot. It was also suggested to speak to Network South for the team to litter pick the Station and Station Road, and for the team to look into cutting back the overgrown hedge on Chapel Lane which now completely conceals an entrance to another footpath.

**JA011:19** Mr B. Barnes also spoke to ask the Parish Council to chase the volunteers that came forward last year to assist with the maintenance of the footpaths to ensure that they are fully compliant with health and safety regulations in regards to the use of equipment.

## **11. Marsh Report**

**JA012:19** Cllr G. Wenham spoke to confirm following the Rights of Way Improvement Plan that he had met Adam Taylor from Medway Council at the Marsh and that they had both walked around and discussed possible improvements to make this area more easily accessible to the disabled. He confirmed that they were investigating costs to potentially install kissing gates at the bottom of Marsh Road, on the '4 Dogs Path' and at Maximilian Drive. Cllr G/ Wenham confirmed that he was now awaiting for quotes for works to come back from Medway Council for this work, however he anticipated that works would cost in excess of £500 per gate (including installation).

Cllr C. Herbert spoke to express an interest in this project and suggested in perhaps arranging for a working group.

Cllr G. Wenham and Cllr C. Herbert unanimously agreed to discuss this matter further after the meeting, alongside Mr B. Barnes & Mr T. Dolby and to hopefully submit a proposal for works in time for the next meeting in February.

## **12. Christmas Competition Update**

**JA013:19** The Clerk Mrs J. Allen spoke to advise that following the judging of the 'Most Christmassy House' competition on the 21<sup>st</sup> of December 2018 that all the properties had been judged and prizes handed out accordingly.

She confirmed that a total of 4 prizes, each containing £25 worth of gift vouchers, were handed to the following properties:

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- Upper Halling                    11 The Street
- Lower Halling                    250 High Street
- North Halling                    58 Low Meadow
- St Andrews Park                23 The Chimneys

## **13. Receipts and Payments**

**JA014:19** Cllr M. Fearn spoke to request that the Parish Council reconsider their original budget of £50,000 for the refurbishment of the play equipment on the Upper Recreation ground and advised that the additional £5,000 to improve the access should come out of the 2018/2019 budget.

Vice Chair Cllr R. Thorne proposed that the Parish Council access the possibility of the additional £5,000 to come out of the estates maintenance precept for 2018/2019 at the finance meeting, due later that month.

**JA015:19** Cllr A. Butterfield and Cllr M. Fearn also spoke to question why the payments to the webmaster vary. The Clerk Mrs J. Allen advised that the webmaster is paid on an hourly rate so payment depends on how much time is spent on the website that month.

Payee	Reference	Payment Method	Amount	Notes
Kingswood Christmas Trees	Min: JA089:18	CHQ ~ 1184	£439.99	(Christmas Tree)
PKF Littlejohn LLP	Min: JA072:18	CHQ ~ 1185	£816.00	(Government Auditors)
Ms T. Smith	Min: JA066:18	CHQ ~ 1186	£121.60	(Expenses accrued from Poppy Appeal)
Total Property Services	Min: JA066:18	CHQ ~ 1187	£150.00	(WW1 Commemorations Slab & Beacon assistance)
Mr C. Stanley	-	CHQ ~ 1188	£56.00	(Webmaster November payment)
Ms P. Wilkins-Smith	-	CHQ ~ 1189	£120.00	(Halling View delivery Dec 18)
Wages	-	CHQ ~ 1190 & BACS	£951.83	(Staff wages December 2018)
Mr C. Stanley	-	CHQ ~ 1191	£21.00	(Webmaster December payment)
The Kent Woodsman	Min: JA099:18	CHQ ~ 1192	£395.00	(Pruning of trees on Marsh Road)
You First Partnership	-	BACS	£978.29	(Service agreement for printer July 2018 – Oct 2018 plus staples)
Mrs J. Allen	Min: JA106:18	BACS	£100.00	(Reimbursement for vouchers for Christmas competition 2018)
British Telecom	-	DD	£294.30	(Quarterly payment for office line & broadband)
MHS Homes	-	DD	£41.16	(Garage rent January 2019)
Halling Community Centre	-	DD	£275.00	(Rent for Parish Office January)

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				2019)
Natwest Bank	-	CREDIT	£5.13	(Interest from November 2018)
Natwest Bank	-	CREDIT	£5.30	(Interest from December 2018)
<b>TOTAL DEBITS</b>	<b>£4760.17</b>			
<b>TOTAL CREDITS</b>	<b>£10.43</b>			

**JA016:19** It was proposed via Cllr A. Butterfield and seconded via Cllr M. Fearn that the table above, be noted, and the payments confirmed. This motion was agreed with five Councillors voting in favour and one abstaining (due to personal interests).

#### **14. Finance Meeting Date**

**JA017:19** It was unanimously agreed to hold an extraordinary finance meeting on Tuesday 22<sup>nd</sup> January at 7.30pm within the Community Centre.

#### **15. Annual Parish Meeting Date**

**JA018:19** It was unanimously agreed to hold an the Annual Parish meeting on Saturday 18<sup>th</sup> May within the Jubilee Hall, with timings to be confirmed at a later date.

#### **16. Upcoming Village Events**

**JA019:19** The Clerk spoke to request that any village events planned for 2019 be organised in advance.

Cllr C. Herbert spoke to advise following the success of Halling's WW1 Commemorations he would like to see a firework display organised on the Marsh to celebrate Guy Fawkes Night around the 5<sup>th</sup> of November 2019.

Vice-Chair Cllr R. Thorne proposed to discuss this matter further at the finance meeting to be held on the 22<sup>nd</sup> January, to arrange for budgets and finances beforehand.

#### **17. Any Other Business (No votes may be taken)**

**JA020:19** Cllr G. Wenham spoke to confirm he wanted to discuss the situation in regards to arranging for further contact details for Councillors to be made available on the HPC website, but following public question this request had already been suggested.

#### **18. Date of next meeting**

**JA021:19** Vice-Chair Cllr R. Thorne advised that the next ordinary Parish Council meeting would be held on Monday 4<sup>th</sup> February 2019 at the Jubilee Hall.

He closed the meeting in thanking the Parishioners and members of the Council in coming.

**The meeting finished at 8.33pm**

**The next ordinary Parish Council meeting will be held on:**

<b>Monday 4<sup>th</sup> February 2019</b>	<b>7.30pm</b>	<b>Jubilee Hall</b>
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