

HALLING PARISH COUNCIL

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



MINUTES

Monday 3rd December 2018

The Jubilee Hall ~ 7.30pm

Attendees:

Cllr P. Crispe (Chairman)	Cllr R. Thorne (Vice Chairman)
Cllr C. Herbert	Cllr. J. Loveday
Cllr M. Fearn	Mrs J. Allen ~ Clerk
Cllr G. Wenham	

Members of the public: 9

1. Apologies for Absences

JA096:18 An apology for absence was accepted from Cllr A. Butterfield who was recovering from a surgical procedure.

2. Disclosure of other business

JA097:18 Cllr M. Fearn spoke and declared an interest in the potential new football pitch plans.

3. Declarations of any Pecuniary and/or Prejudicial Interests

JA098:18 None

4. Adjourn meeting for Public Questions

The meeting was adjourned for public question time – a total of 13 questions were raised:

- I. Clarification if the Poppies on the lamp posts in the High Street would be taken down soon.
- II. Clarification if the new portfolio holder(s) would be willing to take over the 'Medway Passenger Group' role following Cllr T. Reynolds resignation.
- III. Request for the Community Payback team to tidy up the road adjacent to Halling Train Station.
- IV. Request for an article regarding fly tipping at the Cemetery to be included in the next edition of the Halling View.
- V. Request for assistance in resurfacing the path way at the Cemetery, which had fallen into bad state of repair.
- VI. Clarification if the stolen post box would be replaced.
- VII. Clarification if the bus would still stop in the village in 2019.
- VIII. Clarification if the pot holes down to the waterworks on Vicarage Road would be addressed shortly.
Cllr M. Fearn spoke to confirm that Medway Council only had enough money in the budget to address this road gradually. He confirmed that the middle section would be addressed in the next financial year and the last section the year after.
- IX. Confirmation that there would hopefully be a new map available shortly to show all the footpaths in Halling – complete with 'p-markers' for various paths. Request for assistance from Halling Parish Council in contacting Medway Council directly, following the ROWIP meeting held in September, to ask for assistance in publishing this new map.
- X. Request for information regarding the footpaths to be added to the Halling Parish Council website following a complaint received via Facebook regarding the A213 footpath.
- XI. Request for the Parish Council to publish the office opening hours on the HPC website.
- XII. Clarification if the new St Andrew's Leisure plan will be published soon, to enable Parishioners to raise any cause for concerns in time for the deadline.
- XIII. Clarification that Redrow are still proposing to fit a 'trim trail' around the North field, following its clearance earlier this year.

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5. Reconvene meeting

Public question time closed at 7.55pm and the meeting reconvened.

6. Chairman's Announcements

JA099:18 The Chairman spoke to advise that following the November meeting he had now composed an updated portfolio list, details of which would be published on the Halling Parish Council website. He read through the list, detailed below, and outlined the duties of each Councillor.

- Marsh Portfolio Holder ~ Cllr George Wenham
- Footpaths Portfolio Holder ~ Cllr Anita Butterfield
- Estates Portfolio Holder ~ Cllr James Loveday
- Planning & Development Portfolio Holder ~ Cllr Matt Fern
- Finance Committee ~ ALL Members
- Community Centre Representative ~ Cllr Anita Butterfield
- Jubilee Hall Representative ~ Cllr James Loveday
- Kent Association of Local Councils Representative ~ Chairman Cllr Paul Crispe
- Rural Liaison Committee Representative ~ Chairman Cllr Paul Crispe
- Halling Association Rep ~ Chairman Cllr Paul Crispe & Vice-Chair Cllr Richard Thorne
- Lafarge & Local Industry Representative ~ Chairman Cllr Paul Crispe & Vice-Chair Cllr Richard Thorne
- Redrow Liaison Rep ~ Chairman Cllr Paul Crispe & Vice-Chair Cllr Richard Thorne
- John May Charity Trustees Rep ~ Chairman Cllr Paul Crispe & Clerk Mrs Jenny Allen
- HR Working Group ~ Chairman Cllr Paul Crispe, Vice-Chair Cllr Richard Thorne & Cllr Chris Herbert
- Social Media Working Group ~ Cllr James Loveday
- Events Working Group ~ ALL Members
- Upper Rec Refurbishment Working Group ~ Chairman Cllr Paul Crispe, Cllr Chris Herbert, Cllr James Loveday & Clerk Mrs Jenny Allen
- Community Rail Partnership ~ Cllr Matt Fearn

The Chairman also confirmed that the Parish Council would be seeking an assistant Clerk to work up to 6 hours per week, an advertisement to promote this vacancy would be published in the December edition of the Halling View.

Cllr P. Crispe closed his 'Chairman's Announcements' to advise that he was now in receipt of a quote from a local tree surgeon to cut back the trees on Marsh Road for £395. The Chairman proposed to accept this quote which was seconded by Cllr G. Wenham and unanimously agreed.

7. Minutes of Parish Council meetings

JA100:18 The minutes of the HPC meeting held on 13th November were submitted and it was unanimously agreed that the Clerk should amend the minutes.

The Councillors requested that the minutes be amended to show the results of a recorded vote surrounding the replacement of the 'shin rails' on the Vicarage Close circle Min: **JA087:18** and to amend the attendees of the Halling Football Club meeting Min: **JA090:18** to Cllr R. Thorne, Cllr M. Fearn and the Planning Liaison officer at the Medway Council offices.

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8. Information arising from the minutes not on the agenda

JA101:18 None

9. Planning Applications & Development Report

JA102:18 Cllr M Fearn spoke to confirm that he had only received one planning application since the last meeting:

- **MC/18/3314 ~ Halling Baptist Chapel**
No objections made

He also spoke to advise that he understood that St Andrew's Leisure had until the 14th of December to submit a planning application for the portable building situated opposite St Andrew's Park on the land between the Electricity Sub Station and Formby Terrace.

10. Footpaths Report

JA103:18 Chairman Cllr P. Crispe highlighted that Cllr A. Butterfield was absent however Cllr G. Wenham had been assisting. He therefore passed the floor to Cllr G. Wenham.

11. Marsh Report

JA104:18 Cllr G. Wenham spoke to advise that he understood repairs were now underway to the steps on footpath RS320. He proposed a vote of thanks to Medway Council, in particular to the footpaths officer Mr. A Taylor, who was currently undertaking a Rights of Way Improvement Plan (ROWIP) in Medway.

Cllr G. Wenham confirmed that after receiving various complaints from Parishioners regarding cattle on the Marsh that these cows had now been moved from the Halling Parish Councils property and had been re-secured back into the Wildfowlers land (from where they had escaped from), following a hole in the fence that had subsequently been repaired. He advised that the Parish Council had established that these cows were not the property of Mr. A Lingham, as had previously been suspected, and that he understood Mr. A Lingham had surrendered his tenancy there last year.

Cllr G. Wenham advised that due to the grass not being cut on the Marsh this year that the grass was now so long it was laying over itself and as such was likely to hold more water. He confirmed that he and the Chairman had a meeting scheduled, to take place on Tuesday 4th of December, where they were going to potentially discuss an improvement plan for 2019.

12. Recreation Equipment Facilitator Update

JA105:18 Ms M. Cooke spoke to confirm that there had been a good turnout at the public consultation meeting held at the Jubilee Hall on Friday 16th November. She advised that a committee meeting had already been planned and was due to take place on Monday 10th December, where she hoped the members would discuss the contents of the feedback forms and evaluate proposed plans for the new play equipment in more detail. She closed her report in advising that a lot of the feedback she had received from the public consultation meeting had been from older children, aged 8 – 16 years old in particular, and that they had requested more equipment relating to sports than anything else.

13. Christmas Competition

JA106:18 The Clerk Mrs J Allen spoke to advise that following the success of the 'Most Christmassy House' competition last year that she thought it would be a good idea to continue the competition this year.

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Vice Chairman Cllr R. Thorne spoke to advise that he thought it was perhaps too late in the year to promote a competition that involved voting; however Cllr G. Wenham suggested surprising the Parishioners with a prize instead of asking the public to vote.

Vice Chairman Cllr R. Thorne proposed arranging a competition that involved a prize of a £25 high street voucher for the 'Most Christmassy House' in following wards (shown below). He proposed that the competition be judged by the Chairman Cllr P. Cripse and the Clerk, Mrs J. Allen. This proposal was seconded via Cllr G. Wenham and was unanimously agreed.

- Upper Halling
- Lower Halling
- North Halling
- St Andrews Park

14. Receipts and Payments

RECEIPTS MADE SINCE LAST MEETING ON 13/11/2018

Date Paid	Standing order or Direct Debit	Creditor	Details	Amount Paid	Notes
19/11/2018	CASH	Poppy Appeal Collection	Halling Parish Donations	£ 121.56	
14/11/2018	CHQ	Poppy Appeal Collection	Donations from Halling Parish & Cuxton Parish	£ 1198.80	
28/09/2018	BACS	Natwest Bank	Interest on Reserve Account	£ 1.20	
31/10/2018	BACS	Natwest Bank	Interest on Reserve Account	£ 5.26	
TOTAL				£1326.82	

PAYMENTS MADE SINCE LAST MEETING ON 13/11/2018

Date Received	Method	Creditor	Details	Net Amount	VAT	Amount Paid	Notes
19/11/2018	1180	Ms T. Smith	WW1 Event Expenses	£ 149.15		£ 149.15	
27/11/2018	BACS	Halling Brownies	Halling Association Payment for Halling Rainbows Flag & Brownies & Guides handbooks/badge books	£ 376.94		£ 376.94	
26/11/2018	1181	Poppy Appeal Donation	Halling Parish Council Donation	£ 676.84		£ 676.84	
26/11/2018	1182	Poppy Appeal Donation	Cuxton Parish Council Donation	£ 643.52		£ 643.52	
30/11/2018	1183 & BACS	Wages	November 2018	£ 1082.93		£ 1082.93	
TOTAL				£2929.38	£0.00	£2929.38	

DIRECT DEBITS AND STANDING ORDERS MADE SINCE LAST MEETING ON 13/11/2018

Date Paid	Standing order or Direct Debit	Creditor	Details	Amount Paid	Notes
01/12/2018	S/O	Halling Community Centre	Parish Council Office Rent	£ 275.00	
01/12/2018	S/O	MHS Homes	Garage rent for Council Equipment	£ 41.16	
TOTAL				£316.16	

JA107:18 Cllr C. Herbert spoke to confirm a personal interest in relation to payments surrounding his partner, Ms T. Smith, following her involvement in the WW1 commemoration events and the Poppy collections.

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He confirmed that payment was sent from Halling Parish Council on behalf of Cuxton Parish Council for their Poppy collection this year as he understood from the Royal British Legion that there had been no volunteers from the Cuxton ward for 2018.

It was proposed via Cllr G. Wenham and seconded via Vice Chair Cllr R. Thorne that the table above, be noted, and the payments confirmed. This motion was unanimously agreed with five Councillors voting in favour and one abstaining.

15. 2019 Parish Council Meeting Dates

JA108:18 The Chairman read the following proposed meeting dates for 2019, and confirmed that the Parish Council would not schedule a meeting in August for 2019 (owing to the fact that August is usually peak holiday season).

Tuesday	8	Jan-19	Community Centre
Monday	4	Feb-19	Jubilee Hall
Tuesday	5	Mar-19	Community Centre
Monday	2	Apr-19	Jubilee Hall
Tuesday	7	May-19	Community Centre
Monday	3	Jun-19	Jubilee Hall
Tuesday	2	Jul-19	Community Centre
Tuesday	3	Sep-19	Community Centre
Monday	7	Oct-19	Jubilee Hall
Tuesday	5	Nov-19	Community Centre
Monday	2	Dec-19	Jubilee Hall

Vice Chair Cllr R. Thorne also confirmed that the Annual Parish Meeting date would be arranged separately and details published in due course.

It was proposed by Cllr J. Loveday, seconded by the Chairman Cllr P. Crispe and unanimously agreed to accept the 2019 Parish Council meeting dates

16. Any Other Business (No votes may be taken)

JA109:18 Cllr M. Fearn spoke to advise that he had been in discussions with Mr D. Harris at Medway Council's Planning department to persuade Medway Council to gift 'The Mound' to Halling Parish Council, following pressure from Redrow for a decision surrounding the proposed football pitch they had offered to sponsor, but to no avail.

Cllr M. Fearn asked if Halling Parish Council might be willing to initially use some of their funds from the sale of the Fire Station to assist with the setting up costs of the new potential football pitch.

Cllr C. Herbert spoke to remind the Parish Council that they had previously agreed to use the funds to refurbish the play equipment on the Upper Recreation Ground and then to make improvements to the Marsh before any money could be allocated to the football pitch. He also advised the Councillors that the path to the Mound would need to be improved and graded to allow vehicular access.

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Vice-Chair Cllr R. Thorne agreed with Cllr C. Herbert and advised he would be happy to agree to the football pitch in principle however this matter would need to be discussed in greater detail at the next football pitch meeting, which he understood had already been scheduled to take place in February 2019.

17. Date of next meeting

JA110:18 The Chairman advised that the next ordinary Parish Council meeting would be held on Tuesday 8th January 2019 at 7.30pm at the Community Centre.

He closed the meeting in thanking the Parishioners and members of the Council for all their help this year and wished everyone a very happy Christmas.

The meeting finished at 8.48 pm

The next ordinary Parish Council meeting will be held on:

Tuesday 8th January 2019	7.30pm	Community Centre
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