

HALLING PARISH COUNCIL

The Community Centre, High Street, Lower Halling, Rochester, Kent. ME2 1BS
Clerk/Proper Officer/RFO Mr C Fribbins Telephone (01634) 241551
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Assistant Clerk Mr N Fursdon



The Minutes of an ordinary Meeting of Halling Parish Council held on
Monday November 6th, 2023, at 7.30pm in the Halling Community Centre, Halling.

079/23 Chairman's welcome and recording of those present.

The Chairman welcome to the meeting
Cllr R Thorne (Chairman)

Cllr G Wenham
Cllr Mrs N Brown
Cllr Mrs C Saltmarsh
Cllr L Hitchcock
Cllr B Ali
Cllr L Ali

In Attendance Clerk Mr C Fribbins.

7 members of the public.

080/23 Apologies for absence. – Assistant Clerk Nigel Fursdon (unwell).

080b/23 The Clerk had confirmed the status of Mrs A Burns, and her position was advertised as vacant, as there has been no call for an election, Medway Council have confirmed the Parish Council can proceed to co-option.

There was an increase of the number of parish councillors from 11 to 13 at the May 2023 elections due to population increase in the area, so now there are now 6 vacancies. It is the policy of the Parish Council that an informal interview is held, but the decision must be made by the full parish council.

081/23 Declaration of any Pecuniary and / or Prejudicial Interests. – There were none declared.

082/23 Adjourn for Public Questions (up to 15 minutes for the public).

The Chairman reminded the audience that of the total time limit.

Person 1

- The issue of interpretive signing at Forge Green was mentioned, this is still under consideration by the Parish Council
- The active cemetery is not being maintained satisfactory. The Clerk reminded the meeting that this was the responsibility of the local Vicar, and he is reliant on volunteers and community payback. The Chair/Clerk would investigate to see what assistance can be provided and powers to support the cemetery, possibly financial.

Person 2

- The Village Sign needs some maintenance. This will be referred to the Estates and Environment Committee.
- An issue was raised with the state of Halling Station as it was felt that this came under the remit of the Kent Community Rail Partnership (KCRP), which the Clerk chaired. It was explained that the issues raised were the responsibility of Network Rail and Southeastern Trains and issues were reported. An enhanced level of service could be organised by KCRP through volunteer or station adoption if a team of volunteers could be identified.

○

083/23 To Approve Minutes of meeting held on September 11th, 2023.

Proposed Cllr L Hitchcock and seconded by Cllr G Wenham as a true record, all Cllrs agreed.

084/23 Clerk's report.

- A notice for the 2024 Community Award has been received. Proposed Cllr L Hitchcock and Seconded by Cllr C Saltmarsh, that the Parish Council participate again this year – All Agreed. The Clerk will advertise it online and on the Parish Council website to seek nominations, a decision on the Parish Council nomination will be required at the January Parish Council meeting.
- The Annual Governance & Reporting (AGAR) External Auditor sign off has been received circulated and published on the Parish Council website and on noticeboards – with only a brief comment about the start date of the publication which should have been one day earlier. Agreed to note the report.
- The Medway Local Plan Consultation finished on the 31st October and following a call for comments, was submitted. The current consultation included sites that has been submitted for consideration, including the north field in St Andrews and land traversing the boundary of Halling/Medway with Snodland/Tonbridge & Malling. We will not know if this site will be incorporated in the Medway Local Plan until the Draft Stage in Spring 2024 and then following further consultation and Inspector examination in the final version in Spring 2025.

085/23

Finance: Note Payments made under delegated powers of the Chair/Clerk and to seek approval of any additional payments as necessary. Financial Reports as circulated (as at 31/10/2023)

The Clerk handed out the finance documents and went through them with the Cllrs, the accounts up to 31st October and have been reconciled to the bank statements.

All expenditure is well within the various budgets.

The payments are done under delegated powers of the Clerk in the presence of 2 Cllrs and also signed off by these 2 Cllrs.

Payments and receipts for September and October were not available due to the absence of the Assistant Clerk but will be attached to the Minutes at appendix 1.

An informal/non-decision-making meeting will be held on 4th December to advise on the 2024/2025 Budget Setting, in advance of the January meeting, to be confirmed.

086/23

Village Hall / Community Centre Support (Revenue Support Grants)

The Clerk requested approval to pay the Annual Revenue Grant of £5,000 each to the Jubilee Hall and Community Centre as agreed in the Annual Budget process again this year (Cllr L Hitchcock declared his interest as Chair of the HCC and did not speak of vote on the item). Proposed Cllr N Brown Seconded Cllr Mrs L Ali that the payment be authorised – All agreed.

087/23

Events Committee.

Cllr Mrs N Brown Chairman reported on upcoming events and plans

➤ **Remembrance Sunday**

Plans for the day were now firmed up. The Clerk managed to get Poppy Wreaths for the Church and Forge Green with the Halling PC logo (now registered with Poppy Appeal for future use), wreaths for the school and Guides had also been purchased.

- A search in the HCC attic had identified a bag of old poppies and Cllr N Brown had checked with the Poppy Appeal to see if these can still be used. The simple answer was NO, but there were recycled in displays in the Community Centre and the Church by the local WI. Cllr N Brown and Cllr Hitchcock were registered as collectors and had arranged for the distribution of collection boxes in the village. Lamppost poppies had also been erected (when these are taken down, we can look to supplement the further next year.

➤ **Christmas Event**

Plans are progressing for Christmas Tree Lighting event with activities in the CC and Car Park. Gifts for 'Santa' to distribute from his Grotto were now purchased.

The Chairman of the Parish Council thanked everyone for all their hard work.

088/23

Estates and Environment Committee.

The Clerk said that there had not been any formal meeting held, but arrangements were now made for the inaugural meeting and site visits would be held to inspect their condition and help formulate the 2024/25 Budget as necessary.

- Some repairs and Annual Inspection of Upper and Lower Recreation Ground and Equipment had been carried (generally in very good condition and reports to be assessed to determine any further works that can be done 'in-house' or externally.
- There had been some follow-up action to clear the path between the MUSA and the hedge on the footpath, but despite the accident on the path, the surface was not significantly damaged/deflected, overhanging vegetation has been removed.
- **Marsh Portfolio** This is to report the role of Marsh Portfolio Holder as Cllr G Wenham as documented on the Parish Council Website.

– Planning applications report.

There were several Details Pursuant Applications since the previous meeting – therefore. Previously approved 'subject to'

New Applications

MC/23/1925 | Construction of a detached dwelling with associated parking and turning facilities, access, and landscaping - demolition of existing single garage | Land Rear Of 98-112 High Street Halling Kent ME2 1EX (REFUSED 10/11)

MC/23/2097 | Construction of a single storey extension to side together with raised decking and stairs | Manor Farm Marsh Road Halling Rochester Medway ME2 1DB (APPROVED With Conditions 13/11)

MC/23/1752 | Construction of a single storey detached outbuilding to rear | 41 Rochester Road Halling Rochester Medway ME2 1AQ (APPROVED with conditions 27/9)

MC/22/2160 | Construction of three dwellinghouses with associated landscaping and parking | Former Carpark Adjacent To 120 Essex Road Halling Rochester Medway ME2 1AX (WAS REFUSED 2 2, Now Appealed)

089/23 **Date and venue of next Meeting.** Monday January 6th at 7.30pm at the Jubilee Hall, Upper Halling.

090/23 **End of meeting.** – Chairman thanked Cllrs and the public for attending. Meeting closed at 8:45pm

Appendix 1 Payments and receipts for September and October

HALLING PARISH COUNCIL INCOME & EXPENDITURE – September 2023

September 3 rd	Halling Community Centre (Office Rent)	£ 328.90	SO
	MHS Homes (Garage rent)	£ 46.83	DD
September 6 th	Septemberfest income from wrist bands etc	£2,893.00	Paid in D Account
	Septemberfest income from Stall	£ 240.00	Paid in D Account
September 7 th	Transfer of money to Deposit Account	£35,000.00	Transfer D Account
	Septemberfest (donation to Baptist Church)	£ 100.00	DPC
September 14 th	Cllr Mrs N Brown (Septemberfest petrol)	£ 20.00	DPC
	Day Tree Fellers (Lower Rec path)	£ 400.00	DPC
	KALC (Cllr Conferance)	£ 84.00	DPC
	Hugo Fox	£ 244.68	DPC
September 18 th	BT (landline @ broadband)	£ 251.17	DD
September 21 st	Les Hitchcock (SFest leaflet deliver)	£ 50.00	DPC
	Safeplay (repairs to play equipment)	£2,509.44	DPC
September 28 th	Youfirst Partners (Printer)	£ 87.60	DPC
	Community Centre (Annual PC Grant)	£5,000.00	DPC
	Jubilee Hall (Annual PC Grant)	£5,000.00	DPC
September 29 th	Deposit Account interest	£ 300.45	Paid in
	Expenditure	£13,783.85	
	Paid In	£ 300.45	

HALLING PARISH COUNCIL INCOME & EXPENDITURE – October 2023

October 2 nd	Jubilee Hall (repayment of PC Grant)	£5,000.00	Paid In
	Safeplay (Annual Inspection)	£ 588.00	DPC
	Staff Costs (3 employees September pay)	£ 866.09	DPC
	Halling Community Centre (Office Rent)	£ 328.90	SO
	MHS Homes (Garage rent)	£ 53.56	DD
October 4 th	Halling Community Centre (repayment - PC Grant)	£5,000.00	Paid In
October 5 th	Chris Fribbins Reimbursement) (RBL Poppies)	£ 95.00	DPC
October 12 th	Chris Fribbins Reimbursement (Okesleisure soft toys)	£200.28	DPC
	Chris Fribbins Reimbursement (Temu orders)	£ 341.20	DPC
	Chris Fribbins Reimbursement (Temu orders 2)	£ 355.03	DPC
October 30 th	Bellyflops (Xmas)	£ 150.00	DPC
	KALC (Training)	£ 48.00	DPC
	KALC (AGM)	£ 6.00	DPC
	KALC (AGM)	£ 6.00	DPC
	Day's Amusements (Xmas)	£ 500.00	DPC
	Staff Costs (3 employees October pay)	£ 726.51	DPC
October 31 st	Suez R&R (Waste Management Septemberfest)	£ 240.00	DD
	Expenditure	£ 4,304.29	
	Paid In	£10,000.00	