

HALLING PARISH COUNCIL

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



Minutes of the meeting on 30th October 2017

Chris Herbert	Lower Ward	Chairman	CH
Matt Fearn	Upper Ward	Apology Accepted	MF
George Wenham	Upper Ward	Estates Portfolio	GW
Trevor Reynolds	Upper Ward		TR
Paul Crispe	Lower Ward		PC
Richard Thorne	Lower Ward	Planning Portfolio Apology Accepted	RT
Andy Simpson	Lower Ward		AS
Kelly Talbot	Lower Ward		KT
Les Hitchcock	Lower Ward		LH
Roni Jones	Clerk	In attendance	RJ
Members of the Public			8
1	Apologies for Absence		
	Apologies from MF and RT were recorded and accepted; AS Arrived at 19.50		
2	Disclosure of any other business		
	KT had one item		
3	Declaration of any Pecuniary and / or Prejudicial Interests		
	There were no interests declared		
4	Adjourn the meeting for Public Questions issues raised included		
	<ul style="list-style-type: none"> • Letter of thanks requested for CP (One had already been sent) • Lorry Damage done to fencing in Vicarage Close • Park Seats were now refurbished and awaiting installation • Opening hours of office to be clarified • Recycling bags were required • Kent Messenger awareness of community events in Halling • Fire station sale progress • Willow House Planning Permission update • Formby Terrace Fencing and Planning • Website to be updated • Grassed area (North Field) to be developed • Shrubs to be replaced to Halling Green Spacers; AGM 25.11.17 		
5	Reconvene the meeting		
6	Minutes of Previous Parish Council meeting		

<p>Vote:</p> <p>Vote:</p>	<p>The Minutes of the meeting on 12th September were accepted with the addition of clarification by adding 'Community Payback' in Para1 of Page and agreed as a true record</p> <p>This was Proposed by TR; Seconded by GW and was unanimously agreed</p> <p>The Minutes of the meeting on 26th September were accepted with the addition of clarification by deleting the word Finance from the title</p> <p>This was Proposed by LH; Seconded by KT and was unanimously agreed</p> <p>Both Sets of Minutes were signed</p>	
<p>7</p>	<p>Information arising from the minutes not on the agenda</p> <p>None</p>	
<p>8</p>	<p>Announcement of the winner of the Balloon Competition</p> <p>The winner was Poppy Lou Richman with Baloon number 177 which reached the suburbs of Paris, close to EuroDisney.</p>	
<p>9</p> <p>Vote:</p> <p>Vote:</p>	<p>Exigent Approval of Costs</p> <p>The Council received a paper on Christmas, New Year, Remembrance Sunday and Community Defibs; each item was discussed and the following resolutions were made:</p> <p>CHRISTMAS RESOLUTION:</p> <p><i>Given the surplus generated at the Fayre and the current circumstances in relation to lack of connectivity, the Council are asked to agree a budget of a maximum of £3000 for Christmas in Halling on the basis that as soon as connectivity is restored a detailed proposal will be forthcoming and grants made.</i></p> <p>NEW YEAR RESOLUTION:</p> <p><i>That the Council agrees and endorses the planned NYE event at HCC as booking agent for the HCC on the basis of zero cost to HPC with the intention of providing a facility in Halling for those with families to celebrate together</i></p>	

	<p>REMEMBRANCE SUNDAY RESOLUTION:</p> <p><i>That the Council agrees to meet the costs of the Wreaths as previously (cost currently unclear)</i></p> <p>Vote: This was Proposed by GW; Seconded by CH and was unanimously agreed</p> <p>RESOLUTION REQUESTED:</p> <p><i>That the Council assumes responsibility, with permission of HCC for all community defibrillators, their weekly checking and their maintenance needs to meet the standards laid down by SECAMB</i></p> <p><i>That the Council works with community fundraisers to purchase a defibrillator at £800 for Upper Halling and a further defibrillator for North Halling to be sited in St Andrews Park in consultation with Redrow</i></p> <p><i>That the defibrillator in Lower Halling is supported by the HPC until 2020 when the current supplies become obsolete. That at that point a further machine is purchased by the HPC with community volunteer fundraisers.</i></p> <p><i>Cost at this time will be £1700 to be mitigated by donations</i></p> <p>Vote: This was Proposed by CH; Seconded by KT and was unanimously agreed</p>	
10	<p>HPC Risk Register Development</p> <p>The Clerk outlined the beginning of the development of the Corporate Risk Register for HPC and proposed that a small number of councillors work together to develop the associated action plan based on probability and likelihood and RAG rated same.</p> <p>This was to be discussed further in item 16</p>	
11	<p>Any other Business</p> <p>KT Outlined an issue with the foliage from the Yew Trees rooted in the Church Grounds but overhanging the public highway, creating a trip hazard.</p> <p>Clerk to bring this to the attention of the Rev Knight</p>	RJ
12	<p>Restricted Items:</p> <p>A vote to hold the following items in Closed Session:</p>	

Vote:	This was Proposed by CH; Seconded by TR and was unanimously agreed	
	Meeting closed to the General Public	
16	Human Resources Update and Staff Contract Ratification	
	<p>The Clerk presented her detailed report and recommendations including the immediate future of the Parish Council in terms of its staffing arrangements. She then left the meeting for councillors to consider her report.</p> <p>It was agreed that an HR Group be established to work closely with the Clerk and where necessary bring reports and recommendations to the Parish Council for consideration, the Group to comprise</p> <p>Councillors Paul Crispe, Trevor Reynolds. and Richard Thorne.</p> <p>It was proposed by Councillor Wenham , seconded by Councillor Talbot and unanimously AGREED that</p> <ol style="list-style-type: none"> 1. The post of Assistant to the Parish Clerk be not filled for the time being, 2. The core hours of the Parish Clerk be temporarily increased from 11 to 18 hours per week, and 3. The situation relating to the Assistant's post and the Clerk's core hours is to be reviewed in six months time. <p>The remaining recommendations were noted for further consideration</p>	
Vote:		

20. Future Meetings, all at 7.30pm:

Tuesday 14 November 2017	Community Centre
Monday 4 December 2017	Jubilee Hall
Tuesday 9 th January 2018	Community Centre
Monday 5 February 2018	Jubilee Hall
Tuesday 13 th March 2018	Community Centre
Monday 9 th April 2018	Jubilee Hall