

HALLING PARISH COUNCIL

The Community Centre, High Street, Lower Halling, Rochester, Kent. ME2 1BS
Acting Clerk/Proper Officer/RFO Mr C Fribbins Telephone No (01634) 241551
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Assistant Clerk Mr N Fursdon



The Minutes of the Annual Meeting of Halling Parish Council held on Tuesday May 9th 2023 at 7.30 pm in the **Jubilee Hall, Upper Halling,**

030/23 Election of Chairman for 2023-2024 (must be first item LGA 1972)

and signing of acceptance of office.

Cllr G Wenham the 2022 – 2023 Chairman announced that he was not standing for the role as Chairman for 2023 – 2024.

Cllr G Wenham proposed **Cllr R Thorne**
Cllr Mrs C Saltmarsh seconded the proposal

Other Nominations

Cllr B Ali proposed **Cllr Mrs L Ali**
Cllr Mrs N Brown seconded the proposal

The Clerk addressed the Council saying that a vote will need to take place, either by secret ballot or by a show of hands. Cllrs decided to vote by a show of hands.

Cllr R Thorne – received 4 votes Cllr Mrs L Ali received 2 votes

Therefore **Cllr R Thorne** was elected as Chairman for 2023 – 2024 and signed acceptance of office.

031/23 Those Present

Cllr R Thorne (Chairman)

Cllr G Wenham

Cllr B Ali

Cllr Mrs C Saltmarsh

Cllr L Hitchcock

Cllr Mrs L Ali

Cllr Mrs N Brown

In Attendance Clerk Mr C Fribbins.

Assistant Clerk Mr N Fursdon.

5 members of the public.

Apologies for absence – None received.

032/23 Declaration of any Pecuniary and / or Prejudicial Interests – None received.

033/23 Urgent items to be considered by reason of special circumstances – None received.

034/23 Approve the Minutes of the previous Meeting held on May 3rd 2022

The Cllrs went through the Minutes of the Annual Parish Council meeting 2022 and unanimously agreed that they a true record. The Chairman duly signed and dated the document.

035/23 Matters arising from the previous Minutes – None received.

036/23 Elect Vice Chairman for the forthcoming year 2023 – 2024 and signing of acceptance of office.

Cllr Mrs N Brown proposed **Cllr Mrs L Ali**
Cllr Mrs C Saltmarsh seconded the proposal

Other Nominations

Therefore **Cllr Mrs L Ali** was elected as Vice – Chairman for 2023 – 2024 and signed acceptance of office.

037/23 To discuss and agree dates for Parish Council Meetings for the coming year (*current policy is*

for bi-monthly meetings alternating between Upper Halling (Jubilee Hall) and Lower Halling (Halling Community Centre))

Meeting Dates – July, September, November 2023, January, March 2024

Additional meetings can be called by the Chairman or two councillors (in writing)

Dates and venues to be confirmed.

This matter was debated in depth.

- Cllr Mrs N Brown mentioned that she had been approached by residents of the Village that the meeting should be monthly. The matter with the meeting being held alternately between Upper and Lower Halling makes the length of time even worse, other Cllrs did concur.
- The Chairman said that the bi-monthly policy was adopted due to having short Agenda's it became a case of having short meeting just for the sake of having a meeting. As Chairman he can all extra-ordinary meeting if needed.
- *The Clerk commented that some residents have spoken to him on the matter but confirmed the point that the Chairman or two Cllrs can call an extra-ordinary meeting if they do so in writing.*
- The Chairman suggested that the current policy should continue and be reviewed in the Autumn.

The majority of Cllrs present agreed to the Chairman's suggestion.

038/23 To appoint member of committees and representatives to other bodies:

- **Finance Committee (all councillors)**

Clerk explains that historically all Cllrs, the Committee does not meet that often.

Cllrs present agreed to continue the arrangement, but possibly review in the future.

- **Complaints or Disciplinary Committee – to be convened as necessary**

Cllrs agreed to continuing with convening as required.

- **Personnel Committee – to be convened as necessary**

Cllrs agreed to continuing with convening as required.

- **Estates and Environment Committee (including Planning and Footpaths, non-councillors may be included, with non-voting rights in accordance with the committee's terms of reference).**

The Clerk mentioned that the previous Chairman to this Committee did not stand for election for Halling.

Members volunteered – Cllr Mrs L Ali, Cllr R Thorne, Cllr G Wenham and Cllr B Ali.

Cllr Mrs L Ali proposed Cllr B Ali as Chairman.

Cllr Mrs C Saltmarsh seconded the proposal – all Cllrs present agreed.

Non-Cllr members will be invited to continue (Mr Barry Barnes).

- **Events Committee (non-councillors may be included, with voting rights in accordance with the committee's terms of reference).**

Members volunteered – Cllr Mrs L Ali, Cllr R Thorne, Cllr G Wenham, Cllr Mrs C Saltmarsh and Cllr Mrs N Brown. Non-Cllr members will be invited to continue.

Cllr Mrs L Ali proposed Cllr Mrs N Brown as Chairman.

Cllr Mrs R Thorne seconded the proposal – all Cllrs present agreed.

- **Halling Association (non-councillors may be included, with voting rights in accordance with the committee's terms of reference) – Meets as required.**

Members volunteered – Cllr Mrs C Saltmarsh and Cllr G Wenham

- **Consider the creation of new committees/changes (terms of reference required) at future council meetings. – None at present, to review as necessary.**

Other Bodies:

- **Kent Association of Local Councils (Medway Committee) – Up to 2 Councillors**
There were no volunteers at present.
- **Kent Association of Local Council (Local Training Representative)**
Cllr Mrs L Ali confirmed she was happy to continue.
- **Medway Council Rural Liaison Committee – One councillor and substitute.**
There were no volunteers at present.
- **John May Charity (along with appointees from Snodland Town Council and Birling Parish Council)**
Clerk explains that historically the positions are held by the current Chairman and Clerk.
Cllrs present agreed to continue with the practice.
- **Police Liaison – One councillor to liaise with Police/Medway Community Safety Officers and meetings.** Cllr B Ali confirmed he was happy to continue.
- **Parish Council/Community Centre Liaison – Cllr G Wenham**
- **Parish Council/Jubilee Hall Liaison – Cllr Mrs L Ali.**
- **Consideration of appointment to Medway Valley Line Community Rail Partnership**
There were no volunteers at present
The Clerk said there is one non-Cllr who has volunteered. (Helen Brown to be contacted to see if still interested)
- **Further committees, sub-committees, working parties and member responsibilities to be established as necessary by future council meetings.**

039/23 To Confirm Key Policies of the (new) Parish Council:

- **Standing Orders**
- **Financial Regulations**
- **Social Media Policy (new)**
- **Other policies as adopted previously**

The Clerk went through the policies and urged Cllrs to read through.

Cllr Mrs L Ali proposed to accept the policies.

Cllr R Thorne seconded the proposal – all Cllrs present agreed.

040/23 To discuss Priorities for 2023/24

- **Halling View (depends on councillor input/involvement)**

This matter was debated in depth, the Chairman said it was important to look into re-starting the Halling View, as a quarterly publication. All Cllrs agreed. A decision will need to be made on how this will be resourced/managed.

- **Area of Outstanding Natural Beauty (AONB)**

The Clerk said he has been attempting to contact, and the matter is still on-going.

- **Land Acquisition (Halling Marsh) – and management**

The Clerk said the matter is still on-going.

- **Others ?** There were none.

041/23 End of Meeting – 8.25pm