

HALLING PARISH COUNCIL

The Community Centre, High Street, Lower Halling, Rochester, Kent.

ME2 1BS



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Assistant Clerk Mr N Fursdon

To Members of Halling Parish Council

Minutes of a Meeting of Halling Parish Council held on Tuesday July 9th 2024 at the Community Centre, High Street, Lower Halling. ME2 1BS

057/24 Chairman's welcome and recording of those present.

The Chairman welcome all those present.

Present Cllr R Thorne (Chairperson.)

Cllr Mrs N Brown (Vice-Chair).

Cllr Mrs C Saltmarsh.

Cllr G Wenham.

Cllr S McCormack.

Cllr R Brown.

Cllr L Hitchcock

In Attendance Proper Officer/Clerk/RFO Mr C Fribbins.

Assistant Clerk Mr N Fursdon.

5 members of the public.

058/24 Apologies for absence.

The Clerk had received one apology from Cllr Mrs L Ali (Family issues).

The apology was debated and went to a vote with 6 Cllr accepting the apology and one Cllr against. Therefore the apology was accepted.

059/24 Declaration of any Pecuniary and / or Prejudicial Interests.

Cllr L Hitchcock declared an interest in the Community Centre grant in item 062/24

060/24 Adjourn for Public Questions (up to 15 minutes for the public).

Person 1 (a) – Some time ago, the idea of having an information plaque sited on the Forge Green, a very historical place.

- The Clerk said that the matter is being looked into, he will contact the Halling Historical Group for information.

Person 1 (b) – Mentioned about the state of the cemetery, it is really overgrown and unkempt. The trackway is also in a bad state of disrepair.

Who is responsible ?

- The Chairman replied that the Parish Council does not have any responsibility for the Cemetery the Parochial Church Council (PCC) of the local Church need to be informed. The Clerk asked if there was a 'Friends of the Church' Group at Halling Church.

Person 1 mentioned that before Covid the 'Pay Back' group used to do it.

The Chairman read a letter from (*person 2 who is also present*)

Person 2 (a) – Mentioned the need for CPR training.

- The Chairman said that at all the recent events a company called 'Elite Medics' were present and would have carried out any CPR if required.
- The Vice – Chair mentioned that 'Elite Medics' would come and hold CPR classes at either the Community Centre or The Jubilee Hall.

Person 2 (b) – Mentioned the need the sad news that 'Bo – Peeps' pre-school was closing after 25 years, there is a need to thank them for their service to the Community.

- The Chairman said that the Parish Council will give them a Thank You for their 25 years of service to the Community of Halling. They will also be given bouquets of flowers.

060/24 Adjourner for Public Questions (cont)

Person 3 – Mentioned that when the water company had to close Kent Road to carry out works on a water main. It meant no bus service for Halling at all, you had to walk to the by-pass to catch a bus.

- The Clerk said he will contact the bus companies on the matter.

Person 4 – said it would be nice if there was a page on the Parish Council website, with the Parish Councillors pictures and contact details. Other Parish Councils do.

- The Chairman stated that all emails go to the Clerk and the Clerk forwards on to the relevant Cllrs.

**061/24 To Approve Minutes of meetings held on May 20th 2024.
Both 03a Minutes of Parish Council AGM May 20th 2024.
And 03b Minutes of Ordinary Parish Council Meeting May 20th 2024.**

The Minutes for May was gone through by the Cllrs.

Cllr G Wenham proposed that both Minutes 03a and 03b were correct records of the meetings
Cllr S McCormack seconded the proposal, all Cllrs present agreed.

062/24 Clerk's report. To receive any reports from Councillors

The Clerk said that all emails had been circulated to all Cllrs.

There were a few emails he wanted to mention.

New Local Plan – Medway Council are starting to do a new Local Plan, they have already done a call for sites. The Regulation 18 Consultation has started, there is a Parish Council briefing on Wednesday July 24th 2024 at Medway Park at 7pm.

Community Centre request – (Cllr I Hitchcock had declared an interest in this matter and took no part whatsoever in the debate, but did remain present)

The Community Centre had sent an email request a grant for £1,600 to create a new footpath in the Community Centre Garden. The work would be done by Boundary Fencing and some Community Centre volunteers. The matter was debated in depth.

Cllrs decided that the Community Centre would have to follow the correct procedure and apply via the grant application form which is available via the Parish Council Website and include their current accounts. The same is required if they apply to the Halling Association.

Invite – The chairman had been invited to attend the new Care Home, however he is unable to attend and the Vice – Chair is going instead.

063/24 Finance:

A. Note Payments made under delegated powers of the Chair/Clerk and to seek approval of any additional payments as.

Financial Reports as circulated (May & June 2024) Appendix 1 page 4

The Clerk said that the Agar has all been sent off to the external Auditor so we are now back to normal accounts. The Bank reconciliations for May & June have been done.

B. To consider Public Sector Deposit Fund.

The report from the Internal Auditor had highlighted one point, that the Parish Council have funds in a normal Deposit Account, which although is returning a fair interest, he would advise placing money into the Public Sector Deposit Fund run by CCLA.

The matter was debated in depth.

The Chairman proposed that the matter be further researched, Cllr L Hitchcock seconded the proposal and all Cllrs present, agreed.

064/24 Parish Council Co – Options – One person has come forward and been given information.

065/24 Portfolio holder reports.

A Footpaths report – Cllr G Wenham mentioned that he needed all information from Medway Council with public footpaths when available.

Cllr G Wenham also reported that public footpath RS210 has been cleared.

065/24

Portfolio holder reports (cont).

B Halling Marsh – Cllr G Wenham reported that the farmer will be mowing the Marsh at the end of July, he will also cut down any scrub and remove.
Waiting for Medway Council to get the bridge built.

C Recreation Grounds – Trees – Cllr L Hitchcock reported that he had been getting quotes for reducing the height of some trees by 50% in the Lower Halling Recreation Ground. The trees back onto homes in Vicarage Close.
He has one quote so far and is waiting for more.

Notice Boards – Cllr L Hitchcock reported that he had contacting various companies to refurbish the notice boards.

Upper Halling Recreation Ground – Cllr L Hitchcock reported that he had inspected the Upper Halling Recreation Ground car park. The surface is breaking up quite badly, so he is researching to cost of getting it refurbished.

D Planning – No report available.

066/24

Events Committee Report

The Chair of the Events Committee gave her report.

The two events that were held for D-Day were a great success, and she thanked all those who volunteered on the days.

Organisation of the events were greatly improved now the Parish Council have invested in the Walki Talkis, which helped to keep track of the day's events.

The Seed Bombs sold quite well, however there is quite a few left.

067/24

Kent Community Awards Scheme 2024 – Update.

The announced that he finally has the framed certificate in the Office, he will arrange a time and place to present the certificate to the person.

Cllr G Wenham advised the Clerk that 'Barrie' was in hospital at the moment.

068/24

Parish Council Meeting dates for 2024 – Update

Monday September 9th, 7.30pm at Jubilee Hall, Upper Halling.

Tuesday November 12th, 7.30pm at Community Centre, Lower Halling.

The dates were noted.

069/24

(PUBLIC BODIES (ADMISSION TO MEETING) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC)

To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public are to be excluded from the Meeting.

A vote will be taken.

Cllr G Wenham proposed the exclusion of the press and public for the rest of the meeting.

Cllr S McCormack seconded the proposal, all Cllrs present agreed

070/24

Personnel and confidential matters

Odd Job Person

- Person has come forward for possible employment as an Odd Job person.
The person is approximately 19 years old.
The Cllrs debated the matter in depth.
- Would be paid minimum wage.
- The Clerk would need to draw up a contract.
- Health and Safety would need to be looked into, very important.
- Possible jobs, painting bus shelter.
- The Clerk pointed out that Health and Safety was extremely important.

Assistant Clerk – The Assistant Clerk informed the Parish Council that due to health conditions, he is having problems doing night time driving, he is giving the Parish Council 5 weeks notice.

071/24

Date and Venue of next meeting - Closure of Meeting

Next meeting will be on Monday September 9th, 7.30pm at Jubilee Hall, Upper Halling.

Meeting closed at 9pm (21.00)

Appendix 1 **HALLING PARISH COUNCIL INCOME & EXPENDITURE – May 2024**

May 1 st	MHS homes (garage rent)	£ 58.11	DD
May 2 nd	Halling Community Parish Office rent	£ 328.90	SO
May 9 th	Cllr Mrs N Brown (reimbursement Seeds Clay Events)	£ 24.98	DPC
	Cllr Mrs N Brown (reimbursement APM refresh)	£ 18.55	DPC
	Elite Medical	£ 452.33	DPC
	TCW Solutions (D Day Banners)	£ 466.00	DPC
May 13 th	Amanda Marsh (Grant towards library)	£ 180.00	DPC
May 16 th	Fasthosts (Gov.uk renewal)	£ 73.20	DC
	Royal British Legion (D Day Wreaths)	£ 82.50	DPC
May 23 rd	One Fun Band (D Day event)	£ 468.75	DPC
	Rialtas (Accounts software duplicate paid)	£ 230.40	DPC
	Zurich (Parish Insurance)	£ 2,586.36	DPC
May 27 th	Fasthosts	£ 55.92	DPC
May 30 th	Bouncy Castle (D Day event)	£ 519.00	DPC
	Cashflow (transfer from deposit Ac)	£10,000.00	Paid in
	Nationwide Amuse (D Day event)	£ 6,660.00	DPC
	Bouncy Castle (D Day event)	£ 150.00	DPC
	Lionel Robbins	£ 140.00	DPC
	Staff costs (3 employees)	£ 1,008.00	DPC
May 21 st	Business Reserve Account interest	£ 371.99	Paid in
		Paid In	£ 10,371.99
		Paid Out	£ 13,203

HALLING PARISH COUNCIL INCOME & EXPENDITURE – June 2024

June 3 rd	MHS homes (garage rent)	£ 58.14	DD
	Halling Community Parish Office rent	£ 328.90	SO
	Five Bells (D Day event)	£ 175.00	DPC
June 6 th	Information Commission	£ 35.00	DD
June 10 th	Proceeds from D Day event	£ 2,824.00	Paid In
June 17 th	Managed Technology (Printer)(New company taken over)	£ 136.72	DPC
	Jumping Monkey (D Day event)	£ 715.00	DPC
June 18 th	BT	£ 265.30	DD
June 20 th	Mazars (External Auditor re AGAR 2022-2023)	£ 378.00	DPC
June 28 th	Staff costs (3 employees)	£ 852.77	DPC
June 28 th	Business Reserve Account interest	£ 325.64	Paid in
		Paid In	£ 2,944.83
		Paid Out	£ 3,148.64