

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 Miners



The Minutes of an Ordinary Meeting of Halling Parish Council held on **Monday 10 November 2025**, at 7.30pm at the **Community Centre, Upper Halling**.

070/25 Chair's welcome and recording of those present

The Chair welcomed everyone to the meeting.

Councillors present: Cllr R Thorne (Chair), Cllr S McCormack, Cllr G Wenham, Cllr L Ali, Cllr L Hitchcock, Cllr C Saltmarsh

In attendance: Clerk Mr C Fribbins. Assistant Clerk Mr N Miners. One member of the public.

071/25 Apologies for Absence

None received

072/25 Declarations of any Pecuniary and / or Prejudicial Interests

Cllr L Hitchcock (Halling Youth Club and Halling Community Centre), Cllr L Ali (Jubilee Hall).

073/25 Adjournment for Public Questions

No questions were raised.

074/25 To Approve the Minutes of the Ordinary Meeting held on 8 September 2025

The minutes of the previous ordinary meeting were presented. The minutes were proposed as a correct record by Cllr L Ali and seconded by Cllr G Wenham, ALL AGREED.

075/25 Parish Council Co-option

The Chair introduced Tom Dunbar as the candidate for co-option to the Council.

Tom Dunbar has been assisting the Events Committee with organizing events in the village for several years and would now like to become a Councillor to continue helping the Parish Council hold events in the future.

At 7.40pm Tom Dunbar left the meeting while the Councillors discussed the co-option. It was noted that Tom Dunbar currently resided outside the parish of Halling, but within three miles of the parish boundary.

Cllr R Thorne proposed that Tom Dunbar be co-opted as Parish Councillor for the North Halling Ward. This was seconded by Cllr L Ali – ALL AGREED.

Cllr T Dunbar was therefore co-opted as a Councillor for Halling North and rejoined the meeting at 7.45pm and signed the declaration of acceptance of office.

076/25 Clerk's Report

a) Grant Request from the Halling Youth Club

The Clerk reported that the Halling Youth Club had requested in writing a grant of £300 towards their annual Christmas Party. Cllr L Ali proposed that this grant be funded in full. This was seconded by Cllr T Dunbar – ALL AGREED.

b) Email regarding parking in Halling from NuVenture

NuVenture buses had emailed the Council regarding the parking situation in Kent Road. This was briefly discussed but it was noted that parking is outside the scope and powers of the Parish Council.

c) Kent Association of Local Councils (KALC)

The Clerk reported that the AGM of KALC will be held on 29 November. KALC had also been reviewing its advice and communication regarding the implementation of local Resilience Plans.

077/25 Finance

a) Annual Governance and Accountability Return

The External Auditor's Report has now been completed and has been displayed on Parish Council noticeboards. The one issue concerning the Council's asset values – the financial impact of improvements to benches and bus shelters on the asset register – had been resolved satisfactorily.

Next year's AGAR Return will need to be submitted in an accessible format. The Clerk and Assistant Clerk are currently researching the acceptable formats.

b) Financial Reports

The Clerk presented the updated financial report and reconciliation statement. These were agreed and signed. It was noted that Boundary Fencing had been paid to repair fencing at the Upper Rec, and Omni Recycling had been paid for environmental services at Hallingbury.

078/25 Reports from Portfolio Holders

a) Footpaths Report

Concerns were raised about the suitability and durability of the materials used to reconstruct the embankment at the culvert. It was agreed to monitor this situation, but at present the footpath has been restored and is safe to use. It was also reported that Footpath RS320 had been cleared in September by the team of volunteers who work alongside Medway Council.

The Clerk reported that paperwork relating to the proposed Permissive Path between Whitting's Farm and the Plough Path suggested that the agreement to create a permissive path had not been completed. The Chair reported that the negotiations regarding the path were from before Lockdown in 2020 and included the installation of fencing along the path. The Clerk reported the paperwork had been forwarded to Medway Council's Rights of Way Officer.

b) Marsh

The Clerk reported that a new track had been constructed from Marsh Road to the culvert site. There remains uncertainty surrounding who had built this trackway.

c) Recreation Ground

The Clerk reported the annual play equipment inspection had raised several items that required attention, none of which were of immediate urgency to repair. The Clerk, Cllr L Hitchcock and Mr N Gooding will be meeting shortly to address the items raised in the report.

Lower Rec, Vicarage Close. Cllr L Hitchcock reported he will be contacting Mr Martin Court of Total Property to enquire if the goal posts could be welded.

Upper Rec, Browndens Road. Boundary Fencing had repaired a section of fencing around the bank which had been vandalised.

Car Park lighting, Upper Rec, Browndens Road. The Clerk reported he is awaiting feedback from Volker Highways on the precise nature of the app which will regulate and control the lighting. It was noted that installing new lighting had become a lengthy process and the Clerk agreed to continue to contact Volker Highways to keep up the progress with the new lighting.

d) Planning

Cllr L Ali reported on the following planning applications:

MC/25/1740 Various details pursuant submitted MC/22/2915, MCL Ltd, Grove Road, the conditions relating to external lighting had been approved, but there had been no response on the associated hard and soft landscaping.

MC/25/1581 Construction of a dormer window and installation of roof lights, 15 Essex Road. This has been approved.

MC/25/2029 Construction of a single storey rear extension and part conversion of garage into habitable room, 24 Hostier Close. This application is awaiting a decision.

e) Planters in the Village and Station Platform

The meeting identified several potential sites for planters. These were: land by the New Town Social Club (one planter), the junction of Pilgrims Road with the A228 Rochester Road (one planter), near Whorne's Place (one planter), Chapel Road near the Black Boy (one planter), Court Farm (one planter), Halling Station (four planters) possibly in association with a new local Station Adoption Group.

It was agreed to discuss arrangements for maintenance at a future meeting. It was also agreed to seek community involvement with the planters, in terms of watering the plants during the summer months.

f) Plaque for Forge Green

The Clerk was awaiting the quote for the plaque which is expected shortly from the Historical Society who are liaising with the manufacturer.

g) Halling View

The Assistant Clerk reported that for Edition 132 (December 2025) both St John's Church and the Baptist Church had agreed to contribute details about their Christmas activities and services. It was also agreed to include articles on the following: the planters, 'Halling Needs You' (a request for volunteers to help at special events), and the possible formation of a local Adoption Group for Halling Station.

The Assistant Clerk reported that the 'Halling Delivery Girl' had quoted £150 to deliver Halling View. It was proposed to accept this quote by Cllr S McCormack and seconded by Cllr L Ali – ALL AGREED.

h) Kent Community Rail/Medway Valley Line (Halling) An initial meeting had been held on 17 October, and some interest had been forthcoming on forming a Halling Station Adoption group to carry out some light maintenance work, litter clearance, noticeboard enhancement and planters. The meeting had noted that bringing the station building into community use would be a longer-term ambition given the current ownership of the building. The next meeting of the Adoption Group will be scheduled in 2026.

079/25 Events Committee Report

The Chairman reported that Spook Fest had been well attended and enjoyed by everyone who visited.

The Remembrance Parade had also been well attended with over 120 people present in St John's Church for the service which was conducted by the Canon of Rochester Cathedral. Following the service the Cadets led the march to the War Memorial at Forge Green where five wreaths were laid, and tea and coffee was provided by the church afterwards in St John's. The Cadets had agreed to return to Halling for the 2026 Remembrance Service and march.

The Christmas Pantomime this year is Aladdin and will be held in the Community Centre on Saturday 6 December. All tickets will be priced at £5 which will include a small souvenir gift.

It was confirmed that Cllr Phil Filmer and Cllr Matt Fearn, members of Medway Council for Halling, Cuxton and Riverside had agreed to cover the cost of the Christmas Tree to be placed outside the Community Centre.

080/25 Public Bodies (Admission to Meeting Act 1960 Exclusion of Press and Public)

Not required as no personnel or confidential items were presented to the meeting.

081/25 Personal and Confidential Matters

None.

082/25 Date and Venue of Next Meeting

The Clerk confirmed that the next Ordinary Meeting would be on Monday 12 January at the Jubilee Hall, Upper Halling.

The Clerk also noted that a budget planning meeting could be held prior to Christmas to begin preparations for the 2026-27 budget.

Meeting Closed 8.35pm

Signed: Cllr _____

Date: _____