

HALLING PARISH COUNCIL

The Community Centre, High Street, Lower Halling, Rochester, Kent. ME2 1BS
Clerk/Proper Officer/RFO Mr C Fribbins Telephone (01634) 241551
Email: clerk@halling-pc.gov.uk Website: www.halling-pc.gov.uk
Assistant Clerk Mr N Miners



The Minutes of an Ordinary Meeting of Halling Parish Council held on Monday **8 September 2025, at 7.30pm at the Jubilee Hall, 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.

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

071/25 Apologies for Absence

Cllr C Saltmarsh (holiday). It was proposed by Cllr G Wenham to accept this apology. This was seconded by Cllr L Ali, ALL AGREED.

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

It was agreed to bring forward the Historical Society's presentation of the proposed plaque for Forge Green to this part of the meeting.

Mr Slucock from the Historical Society presented a full-size example of the plaque showing its current wording, photographs and Ordnance Survey map. Further research is being undertaken before the text is finalised. The Society are investigating costings, which is likely to be around £1,200.

Members present welcomed the design, and the Chair thanked Mr Slucock for the presentation.

074/25 To Approve the Minutes of the Ordinary Meeting held on 22 July 2025

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

The Chair reported that Cllr N Brown had resigned both as Vice-chair and as a Councillor and reported to the meeting that Cllr Brown had been a stalwart of the Events Committee in recent years and had delivered several outstanding special events for Halling. The Chair proposed a vote of thanks to Cllr Brown and this was agreed unanimously.

075/25 Clerk's Report

a) Vice-chair

The Clerk reported that a new Vice-chair would need to be elected. It was agreed to place this on the agenda for the next meeting.

b) Chair of Events Committee

It was also noted that a new chair for the Events Committee would need to be elected. It was agreed to place this on the agenda for the next meeting.

c) Cemetery

The Churchwarden, Mr Beaney, had contacted the Council to request financial assistance of £500 per annum towards the upkeep of the cemetery. The Chair reported that in the past the Parish Council had contributed around £100 per annum towards petrol and maintenance of grass cutting equipment, but this grant had been discontinued in recent years.

A grant of £500 per annum was proposed by Cllr L Hitchcock. This was seconded by Cllr L Ali, ALL AGREED.

The Clerk noted that this amount would be included in the budget in future years.

d) Local Government Reorganization

The Clerk outlined the most recent proposals from the office of Vince Maple, Leader of Medway Council. These include options to divide Kent and Medway into either three authorities or four authorities. The meeting briefly discussed the various borders of the two options.

e) Co-option

The period for electors to call a by-election for the current Parish Council vacancy has now expired. Therefore the Council can begin a co-option procedure.

076/25 Finance

a) Financial Report

The Clerk presented the updated financial report and reconciliation statement to show the latest bank account, including recent transfers between the current and deposit accounts. The Clerk also presented the current position of the earmarked Reserve Balances. It was AGREED TO NOTE the financial reports.

b) External Audit

Mazars had requested a more detailed explanation on the valuation of fixed assets. These details had been added to the AGAR.

c) Rialtas Cloud-based Service

It was noted that the Clerk had used delegated powers to subscribe to the cloud-based service offered by Rialtas. This now enables online access to the accounting software.

077/25 Reports from Portfolio Holders

a) Footpaths Report

The Clerk reported that Medway Council have a team of volunteers who clear footpaths and are currently coordinating with this team to clear RS320 from Marsh Road to the culvert.

b) Marsh

The Clerk reported that the embankment covering the culvert had now been rebuilt, and that contact with Lower Medway Internal Drainage Board is continuing regarding the specifications and the possibility of Drainage Board funding towards the work. The Clerk also noted he is chasing the Board on a weekly basis and will hopefully have details to report soon.

c) Recreation Ground

Lower Rec, Vicarage Close. Cllr L Hitchcock reported he had inspected both the Lower and Upper Recs and had emptied the litter bins. The goalpost in the Lower Rec would need to be re-welded.

Car Park lighting, Upper Rec, Browndens Road. The Clerk reported he will be meeting a representative from Volker Highways later this month and that the latest proposal included a remote-controlled lighting system that would only be operational when the barrier is open. This would reduce any light pollution as the lights would only turn on when the carpark was being used by vehicles. (Therefore preventing the lighting being inadvertently turned on by pedestrians or animals.)

The issue of dogs in the Recreation Grounds was discussed. Numerous issues had been experienced with dogs in both Recs, which included several incidents during Hallingbury. The Byelaws and rules of the Rec prohibit dogs, but over time enforcing this rule had become increasingly difficult. The Clerk agreed to investigate fencing the playing areas.

Cllr L Hitchcock reported that he had contacted Cllr Matt Fearn regarding the damaged fencing on the boundary of the Lower Rec and the A228. No response had been forthcoming, so Cllr Hitchcock will now attempt to contact Cllr Phil Filmer regarding the fence.

d) Planning

Cllr L Ali reported on the following planning applications:

MC/25/1581 Construction of a dormer window and installation of roof lights 15 Essex Road. This is an application for a Lawful Development Certificate.

MC/25/1531 Construction and operation of a micro energy storage project. Land In Between Kent Road and Rochester Road. This application has subsequently been withdrawn by the applicant.

MC/25/1491 Single storey rear extension 4 Britannia Close Halling. This application has been approved.

MC/25/1119 Proposed single storey rear extension, The Cottages 2 Whornes Place Rochester Road. This application has been approved.

e) Planters in the Village and Station Platform

The Clerk reported that once prospective sites had been finalised for the installation of planters he would contact landowners for their permission.

A public meeting has been called by Medway Valley Line Community Rail Partnership on 17 October to discuss community involvement with adopting the Halling Station. The meeting will commence at 8pm at the Community Centre. The station platform could be considered as a site for planters.

g) Plaque for Forge Green

The item was dealt with under item 73/025, Adjournment for Public Questions (above).

h) Halling View

The Assistant Clerk circulated the draft copy for Edition 131, September 2025. Further to any errors and omissions being corrected this would be sent to the printers early next week.

078/25 Events Committee Report

The Chairman reported Hallingbury had been an outstanding success and thanked members of the Events Committee on their work and efforts for making the day such a memorable occasion.

Preparations for Remembrance Day would begin in the near future, and three wreaths would need to be ordered from the Royal British Legion along with collection boxes for the village.

Cllr C Saltmarsh would be contacting the Moot Brewery to finalise arrangements for Halling Spook Fest.

The Christmas Panto will be Aladdin and will be held at the Community Centre.

079/25 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.

080/25 Personal and Confidential Matters

None.

081/25 Date and Venue of Next Meeting

The Clerk confirmed that the next Ordinary Meeting would be on Monday 10 November at the Community Centre, Halling.

Meeting Closed 8.20pm

Signed: Cllr _____

Date: _____