

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



Halling Parish Council

The Minutes of an Ordinary Meeting of Halling Parish Council held on Monday **22 July 2025, at 7.30pm in the Bishops Room, Community Centre, Halling.**

058/25 Chair's welcome and recording of those present

The Chair welcomed everyone to the meeting.

Councillors present: Cllr R Thorne (Chair), Cllr N Brown (Vice-chair), Cllr S McCormack, Cllr G Wenham, Cllr C Saltmarsh.

In attendance: Clerk Mr C Fribbins. Assistant Clerk Mr N Miners. No members of the public.

059/25 Apologies for Absence

Cllr L Hitchcock (hospital appointment), Cllr L Ali (illness). It was proposed by Cllr G Wenham to accept both apologies. This was seconded by Cllr C Saltmarsh, ALL AGREED.

060/25 Declarations of any Pecuniary and / or Prejudicial Interests

Cllr N Brown (Halling Youth Club).

061/25 Adjournment for Public Questions

No members of the public were present at the meeting.

062/25 To Approve the Minutes of the Ordinary Meeting held on 19 May 2025, the Extraordinary Meeting held on 23 June 2025, and to note the Minutes of the Annual Council Meeting on 19 May 2005

The minutes of the Ordinary Meeting of the Parish Council (19 May) were presented to the meeting. The minutes were proposed as a correct record by Cllr G Wenham and seconded by Cllr S McCormack, ALL AGREED.

The minutes of the Extraordinary Meeting of the Parish Council (23 June) were presented to the meeting. The minutes were proposed as a correct record by Cllr S McCormack and seconded by Cllr C Saltmarsh, ALL AGREED.

The minutes of the Annual Parish Council Meeting (19 May) were noted by the meeting.

063/25 Clerk's Report

a) Medway Local Plan

The Medway Local Plan has now reached its Regulation 19 consultation period which is open until 11 August. The Clerk reported that the Plan had no significant residential development impact on Halling, as no major development was proposed at the southern end of the Medway Council area. The Clerk requested that any comments from Councillors be sent to the Council Office before the deadline.

064/25 Finance

a) System of Internal Control

The Clerk reported that the financial report included the System of Internal Control to support the Annual Governance Statement. The System was presented to the meeting and was accepted by the Councillors present.

b) Financial Report

The Clerk noted there remained an outstanding payment to be confirmed with KALC.

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.

The outstanding donation from Halling's Medway Councillors towards the VE Day Event was discussed. Cllr S McCormack proposed that the Chair contact the Medway Councillors regarding the donation. This was seconded by Cllr C Saltmarsh, ALL AGREED.

065/25 Reports from Portfolio Holders

a) Footpaths Report

The Clerk reported that Medway Council were coordinating a team of volunteers to clear footpath RS320 from Marsh Road to the culvert, which is now almost impassable due to overgrowth. The Council had received several complaints about the condition of this path.

There was no update on the new literature about local walks and footpaths in the North Downs National Landscape areas within Halling Parish.

b) Marsh

The Clerk reported that he had met with two representatives from the Lower Medway Internal Drainage Board at a site meeting to discuss work at the culvert. Some work has already been carried out at the site and the pipe is now covered. During an earlier telephone conversation with the Clerk, the landowner had noted that a bridge would not resolve flooding issues, which only a restored bank would resolve.

As a potential solution the Council has received a quote to create a bank wall with a pathway on top.

Cllr G Wenham noted that previous quotes to rebuild the embankment had been far more than the current quote and included far higher specifications. These disparities therefore raised health and safety concerns over the standard of the work detailed in the quote under consideration.

A discussion on the merits of the quote took place. It was proposed by the Chair that the Council would authorise payment up to the amount of the current quote, investigate health and safety concerns, and attempt to persuade the Lower Medway Internal Drainage Board to contribute towards the costs. This was seconded by Cllr G Wenham, ALL AGREED.

It was also agreed to place proposals for a memorial to Barry Barnes on a future agenda.

c) Recreation Ground

Lower Rec, Vicarage Close. The Clerk reported that Cllr L Hitchcock had been approached by a resident whose property backs onto the recreation ground to request vehicular access to construct a new fence and gate. This request had been approved by the Clerk given the established precedent of allowing residents to have access into the recreation ground and to repair/renew their fences.

It was agreed that the Council would be liable for any accidents involving private vehicles brought onto the Recreation Ground, and that in future the Council would need to see the public liability insurance cover for vehicles accessing the site.

Upper Rec, Browndens Road. The Clerk reported he will be meeting a representative from Volker Highways this Thursday (24 July) to discuss proposals to install solar lighting at the back of the carpark. The new lighting would be motion sensitive and would eventually turn off. The street lighting in Browndens Road should mitigate any light pollution from the new solar lighting.

d) Planning

The Chair reported on the following planning applications:

MC/25/1235 Land Adjacent to Balancing Pond, St Andrews Park, Halling Kent. Details pursuant to condition 9 (verification report). The condition 9 has now been removed as work on soil reclamation has been completed.

MC/25/1045 Land Adjacent to Balancing Pond, St Andrews Park, Halling Kent. Relocation of 4 EV charging spaces and the provision of an additional 8 EV charging spaces. This application has now been approved.

e) Planters in the Village and Station Platform

The Clerk reported he had been in discussion with Grow19 regarding the planters and other potential locations for planters around the village. Permission would be needed for these additional sites and further progress could be made in the autumn months.

g) Plaque for Forge Green

The Assistant Clerk is continuing to work with the Historical Society on the wording for the proposed plaque at Forge Green.

h) Halling View

The Assistant Clerk reported on the proposed expansions for the September edition. There would be eight pages, and local groups would be contacted to send in contributions. Both the MP and Halling's Medway Councillors would also be contacted for contributions. The timetable for the September edition would be: deadline for contributions 1 September; artwork to printers week commencing 15 September; and delivery once the Halling View is returned from the printers.

The Chair reported he is looking at options to assist with the delivery in September.

066/25 Events Committee Report

Cllr N Brown reported that the reception of the VE Day Events in the village had been highly positive.

Cllr Brown also reported that several issues had been experienced in the preparations for Hallingbury on Saturday 9 August, but the Events Committee had overcome these problems and is looking forward to the Event next month.

The Clerk reported he had obtained a Temporary Events Licence for the Hallingbury event.

The Chairman suggested the Council could help towards costs if any Councillor wished to undertake training to become a Personal Licence holder for Council Events.

067/25 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.

068/25 Personal and Confidential Matters

None.

069/25 Date and Venue of Next Meeting

The Clerk confirmed that the next Ordinary Meeting would be on Monday 8 September at the Jubilee Hall, Upper Halling.

Meeting Closed 8.45pm

Signed: Cllr _____

Date: _____

Bank Reconciliation up to 31/07/2025 for Cashbook No 1 - Current Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
21/06/2023	EVENT	0.60		0.60		<input checked="" type="checkbox"/>	Event Branding
21/07/2023	EVENT	-0.60		-0.60		<input checked="" type="checkbox"/>	Event Branding
16/12/2024	TRAIN	60.00			60.00	<input type="checkbox"/>	Kent Association of Local Coun
01/07/2025	OFFICE	354.90		354.90		<input checked="" type="checkbox"/>	Halling Community Centre
01/07/2025	GARAGE	66.89		66.89		<input checked="" type="checkbox"/>	MHS Homes Ltd
07/07/2025	EVENT	43.20		43.20		<input checked="" type="checkbox"/>	Wristband24.co.uk
07/07/2025	EVENT	837.00		837.00		<input checked="" type="checkbox"/>	Bouncyful Castles
07/07/2025	PRINTER	180.00		180.00		<input checked="" type="checkbox"/>	Managed Technology
15/07/2025	PRINTER	154.80		154.80		<input checked="" type="checkbox"/>	CF Corporate Finance
15/07/2025	RBLI	50.00		50.00		<input checked="" type="checkbox"/>	Royal British Legion
17/07/2025	EVENT	900.00		900.00		<input checked="" type="checkbox"/>	Tensi Jones
17/07/2025	EVENT	432.00		432.00		<input checked="" type="checkbox"/>	TCW Solutions
17/07/2025	TRAINING	144.00		144.00		<input checked="" type="checkbox"/>	SLCC
17/07/2025	EVENT	21.00		21.00		<input checked="" type="checkbox"/>	Gravesham Council
21/07/2025	EVENTS	321.60		321.60		<input checked="" type="checkbox"/>	Event Branding
21/07/2025	EVENT	-0.60		-0.60		<input checked="" type="checkbox"/>	Event Branding
28/07/2025	EVENT	500.00		500.00		<input checked="" type="checkbox"/>	Darren Green
28/07/2025	EVENT	718.80		718.80		<input checked="" type="checkbox"/>	Team Medic
28/07/2025	EVENT	96.92		96.92		<input checked="" type="checkbox"/>	Chris Fribbins
31/07/2025	JULYPAY					<input checked="" type="checkbox"/>	C Fribbins
31/07/2025	JULYPAY					<input checked="" type="checkbox"/>	Norman Godding
31/07/2025	JULYPAY					<input checked="" type="checkbox"/>	Neil Miners
31/07/2025	PAYE	208.43		208.43		<input checked="" type="checkbox"/>	HMRC
		<u>6,144.36</u>	<u>0.00</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation up to 30/06/2025 for Cashbook No 1 - Current Bank A/c

Date	Cheque/Ref	Amnt Paid	Amnt Banked	Stat Amnt	Difference	Cleared	Payee Name or Description
16/12/2024	TRAIN	60.00			60.00	<input type="checkbox"/>	Kent Association of Local Coun
02/02/2025	OFFICE	26.00		26.00		<input checked="" type="checkbox"/>	Halling Community Centre
02/03/2025	OFFICE	26.00		26.00		<input checked="" type="checkbox"/>	Halling Community Centre
31/03/2025	TABLES	446.25		446.25		<input checked="" type="checkbox"/>	NINGBO ONLINE
01/04/2025	GARAGE	58.14		58.14		<input checked="" type="checkbox"/>	MHS Homes Ltd
02/04/2025	OFFICE	328.90		328.90		<input checked="" type="checkbox"/>	Halling Community Centre
02/04/2025	OFFICE	26.00		26.00		<input checked="" type="checkbox"/>	Halling Community Centre
03/04/2025	REFUND	110.20		110.20		<input checked="" type="checkbox"/>	C Fribbins
03/04/2025	refund		110.20	110.20		<input checked="" type="checkbox"/>	Receipt(s) Banked
10/04/2025	KALC	1,459.96		1,459.96		<input checked="" type="checkbox"/>	Kent Association of Local Coun
10/04/2025	PRINTER	108.00		108.00		<input checked="" type="checkbox"/>	Managed Technology
10/04/2025	LOCKS	70.20		70.20		<input checked="" type="checkbox"/>	Chris Fribbins
10/04/2025	EVENTS	1,800.00		1,800.00		<input checked="" type="checkbox"/>	Nationwide Amusements
15/04/2025	PRINTER	154.80		154.80		<input checked="" type="checkbox"/>	Managed Technology
17/04/2025	PLAQUES	1,643.04		1,643.04		<input checked="" type="checkbox"/>	Signs of the times
17/04/2025	WREATH	31.99		31.99		<input checked="" type="checkbox"/>	Royal British Legion Trading
28/04/2025	PAY					<input checked="" type="checkbox"/>	Chris Fribbins
28/04/2025	PAY					<input checked="" type="checkbox"/>	Neil Miners
28/04/2025	PAY					<input checked="" type="checkbox"/>	Norman Godding
28/04/2025	RIALTAS	243.60		243.60		<input checked="" type="checkbox"/>	Rialtus Bus Solutions
28/04/2025	POSTERS	93.50		93.50		<input checked="" type="checkbox"/>	TCW Solutions
28/04/2025	PAYE	0.72		0.72		<input checked="" type="checkbox"/>	HMRC
30/04/2025	PRECEPT		55,000.00	55,000.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
30/04/2025	interest		251.62	251.62		<input checked="" type="checkbox"/>	Receipt(s) Banked
30/04/2025	Correction		-251.62	-251.62		<input checked="" type="checkbox"/>	Receipt(s) Banked
01/05/2025	GARAGE	66.83		66.83		<input checked="" type="checkbox"/>	MHS Homes Ltd
02/05/2025	OFFICE	26.00		26.00		<input checked="" type="checkbox"/>	Halling Community Centre
02/05/2025	OFFICE	328.90		328.90		<input checked="" type="checkbox"/>	Halling Community Centre
03/05/2025	cashflow	50,000.00		50,000.00		<input checked="" type="checkbox"/>	Deposit A/C
12/05/2025	DONATION	50.00		50.00		<input checked="" type="checkbox"/>	Halling Baptist Church
12/05/2025	EVENT	150.00		150.00		<input checked="" type="checkbox"/>	Simply Bouncy Castle
15/05/2025	DONATION	60.00		60.00		<input checked="" type="checkbox"/>	Halling Brownies
15/05/2025	REFUND		60.00	60.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
15/05/2025	reverse		-60.00	-60.00		<input checked="" type="checkbox"/>	Receipt(s) Banked
19/05/2025	EVENT	480.00		480.00		<input checked="" type="checkbox"/>	5 Bells
19/05/2025	EVENT	150.00		150.00		<input checked="" type="checkbox"/>	Bouncyful Castles
22/05/2025	DONATION	100.00		100.00		<input checked="" type="checkbox"/>	Sustrans KCRP
22/05/2025	EVENT	127.98		127.98		<input checked="" type="checkbox"/>	Richard Thorne
22/05/2025	INSURANCE	2,686.04		2,686.04		<input checked="" type="checkbox"/>	Zurich
29/05/2025	cashflow	10,000.00		10,000.00		<input checked="" type="checkbox"/>	Deposit A/C
29/05/2025	PAY					<input checked="" type="checkbox"/>	Chris Fribbins
29/05/2025	PAY					<input checked="" type="checkbox"/>	Neil Miners
29/05/2025	PAY					<input checked="" type="checkbox"/>	Norman Godding
29/05/2025	PAYE	134.45		134.45		<input checked="" type="checkbox"/>	HMRC
29/05/2025	REFURB	7,805.72		7,805.72		<input checked="" type="checkbox"/>	Externiture Public Transport
29/05/2025	EVENT	300.00		300.00		<input checked="" type="checkbox"/>	Total Property
29/05/2025	EMAIL	61.51		61.51		<input checked="" type="checkbox"/>	Fasthosts Internet Ltd
29/05/2025	cashflow		10,000.00	10,000.00		<input checked="" type="checkbox"/>	Receipt(s) Banke

Bank Reconciliation up to 30/06/2025 for Cashbook No 1 - Current Bank A/c

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
29/05/2025	correction		10,000.00	10,000.00		R <input type="checkbox"/>	Receipt(s) Banked
29/05/2025	reverse		10,000.00	10,000.00		R <input type="checkbox"/>	Receipt(s) Banked
30/05/2025	interest		262.96	262.96		R <input type="checkbox"/>	Receipt(s) Banked
30/05/2025	reverse		-262.96	-262.96		R <input type="checkbox"/>	Receipt(s) Banked
02/06/2025	EVENT	300.00		300.00		R <input type="checkbox"/>	RHC Tribute
02/06/2025	OFFICE	-0.09		-0.09		R <input type="checkbox"/>	Halling Community Centre
02/06/2025	OFFICE	354.99		354.99		R <input type="checkbox"/>	Halling Community Centre
02/06/2025	GARAGE	66.89		66.89		R <input type="checkbox"/>	MHS Homes Ltd
06/06/2025	ICO	-60.00		-60.00		R <input type="checkbox"/>	ICO
06/06/2025	ICO	47.00		47.00		R <input type="checkbox"/>	ICO
06/06/2025	ICO	60.00		60.00		R <input type="checkbox"/>	ICO
16/06/2025	PHONE	311.20		311.20		R <input type="checkbox"/>	British Telecom
19/06/2025			50.00	50.00		R <input type="checkbox"/>	Receipt(s) Banked
23/06/2025	CPRE	60.00		60.00		R <input type="checkbox"/>	Campaign to Protect Rural Eng
26/06/2025	AUDIT	140.00		140.00		R <input type="checkbox"/>	Lionel Robbins
26/06/2025	VIEW	213.60		213.60		R <input type="checkbox"/>	TCW
30/06/2025	SALARY					R <input type="checkbox"/>	Neil Miners
30/06/2025	SALARY					R <input type="checkbox"/>	Norman Godding
30/06/2025	SALARY					R <input type="checkbox"/>	C Fribbins
30/06/2025	PAYE	208.43		208.43		R <input type="checkbox"/>	HMRC
		<u>83,811.33</u>	<u>85,160.20</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate