



# Cliffe and Cliffe Woods Parish Council

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Parish Clerk: Mr Chris Fribbins

Meeting of Cliffe and Cliffe Woods Parish Council to be held on Thursday 13<sup>th</sup> October, in the Small Hall, Memorial Hall, Church Street, Cliffe.

## AGENDA

- 1.0 **Apologies for Absence**
- 2.0 **Declarations of Interest**  
Disclosable Pecuniary Interests under the Code of Conduct for Parish Councils.  
*A councillor, who declares a pecuniary interest may not participate in discussion or vote on the matter. If an interest is not declared at the outset of the meeting, it should be disclosed as soon as the interest becomes apparent. Dispensation may be requested in writing to the Clerk (Proper Officer) who under certain circumstances will allow a councillor to speak and vote on the matter.*
- 3.0 **Co-option of Councillor for the Cliffe Woods Ward (after resignation)**
- 4.0 **Appointment of Clerk (Responsible Finance Officer)**
- 5.0 **Approval of Minutes of Meeting held on 8/9/16**
- 6.0 **Adjournment**  
(Members of the public can question the Parish Council and raise issues)
- 7.0 **Matters Arising from Minutes of Meeting held on 8/9/16** (see action list with minutes)
- 8.0 **Report: Clerks** (Clerk PO)
  - 8.1 Correspondence (list to be distributed at meeting)
  - 8.2 Matters dealt with since last meeting (verbal report at meeting)
- 9.0 **Report: Finance & General Purposes** (Cllr Fenney/Clerk)
  - 9.1 **Finance Report**
  - 9.2 **Banking Arrangements** – NatWest
  - 9.3 **Annual Report**
  - 9.4 **Approval** of the following payments (\*includes VAT) – detailed report of income and expenditure circulated.
  - 9.5 **Playground Inspection**
  - 9.6 **Councillor Vacancy (Cliffe Woods)–**
  - 9.7 **Cliffe Woods Car Park**
  - 9.8 **Cliffe Small Hall Car Park / Cliffe Woods Car Park**
  - 9.9 **Small Works – Contractors**
  - 9.10 **RLG update**  
**Cycle Racks, Cliffe Woods Shops**  
**Defibrillators**
  - 9.11 **S106 Update – Changing Rooms Project**
  - 9.12 **Clerk (RFO) Positon**
  - 9.13 **Review of Standing Orders**
  - 9.14 **Staffing of Youth Clubs**
  - 9.15 **Cliffe Fayre Funding Request (Queen’s 90<sup>th</sup> Birthday)**

- 10.0 **Report: Allotments Committee**
- 10.1 Allotments – General Report
- 11.0 **Report: Planning Committee** (Cllr Harper/Clerk)
- 11.1 The following planning applications comments were circulated and sent as per our Standing Orders as they were due prior to this meeting:  
**MC/16/3662 WELL HOUSE, 186 CHURCH STREET, CLIFFE, ROCHESTER, ME3 7QD**  
**MC/16/3966 ORCHARD BOURNE, COOLING STREET, CLIFFE, ROCHESTER, ME3 7UB**  
**MC/16/3669 LAND SOUTH OF VIEW ROAD, CLIFFE WOODS**
- 11.2 The following planning applications have been circulated to the planning committee (and other councillors). A response is due after this meeting  
**MC/16/3669 LAND OFF TOWN ROAD, CLIFFE WOODS**
- 11.3 Further planning applications notified following the publication of the agenda and the meeting.
- 11.4 **Other Planning Issues**  
**MC/16/3274 NEWLANDS FARM BUNGALOW, CLIFFE, ROCHESTER, ME3 7RU**
- 12.0 **Rookery Lodge Demolition and Site Redevelopment Proposals (update)**
- 13.0 **Report: Other Committees**
- 13.1 Footpaths and Common Land – General Report – Cllr Moore.
- 13.2 Youth Liaison – General Report - Cliffe Woods – Cllr Walton, Cliffe Youth Club Clerk(PO)
- 13.3 Rural Liaison Committee (Medway) – Cllr Stanley
- 13.4 Police Liaison – Cllr Stanley
- 13.5 Cliffe Woods Community Centre Liaison – General Report – Cllr Walton
- 13.6 Cliffe Memorial Hall – General Report – Cllr Bush
- 14.0 **Report: Other Bodies**
- 14.1 Patient Participation Groups
- 14.2 Neighbourhood Plan update – Clerk PO.
- 14.3 Friends of North Kent Marshes Cllr Moore/Darwell
- 14.4 Other Reports
- 15.0 **Other items to be handed to the Clerk for the next Meeting on 13<sup>th</sup> November 2016 at the Emmanuel Centre, Parkside, Cliffe Woods.**

C Fribbins Parish Clerk

05/10/2016