



Cliffe and Cliffe Woods Parish Council

42 Quickrells Avenue, Cliffe, Rochester, Kent ME3 7RB

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To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held **Thursday 16th July 2020, at 19:00 on ZOOM (joining instructions from Clerk, see above, up to 5pm on the day of the meeting.**

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 **Adjournment** (Members of the public can question the Parish Council and raise issues) 30 minutes max, limit of 10 minutes per person. (not part of parish council meeting). Technically not part of the parish council meeting.
- 4.0 **Approval of Minutes of Meeting held on 11/06/20**
- 5.0 **Matters Arising from Minutes of Meeting held on 11/06/20** (see action list with minutes and any issues from the core minutes).
- 6.0 **Co-option of Parish Councillor for Cliffe Woods/Notice of Vacancy for 2nd position.**
- 7.0 **Report: Clerks** (Clerk PO/RFO) – To Receive a verbal report on issues dealt with since last meeting, not on the Agenda.
- 8.0 **Report: Chair** – tba
- 9.0 **Report: Finance & General Purposes (Cllr Dibble/Clerks)**

To receive a report and recommendations of the F&GP meeting held Tuesday 7th July Online/Zoom

 - a) To note financial information to 30/6/20 circulated.
 - b) To agree receipts & payments and approve for July 2020 as necessary (including any updates since the F&GP)
 - c) To note recommendations agreed under delegated powers – Approval of Salary payments for July 2020.
 - d) To agree recommendations
 - a. Changing Room Floor tiling – the quote from RAD Tiling was recommended.
 - e) To note other items from the committee
 - a. There are two vacancies for Parish Councillors for Cliffe Woods. One can be filled by co-option the other will be advertised in the first instance.
 - b. Repairs carried out at Buttway (fencing/post). The soakaway is completely blocked and will need further works – report/quote awaited from Volker Highways.
 - c. Cliffe Recreation Play Area – two quotes received for safety surfacing repairs as identified in the 2019 report. Awaiting 2020 report.
- 10.0 **Cliffe Woods Car Park Barrier**
 - 10.1 A quote has been received to fix the cross member of the entrance to the car park (damaged by vehicles unknown). Since strengthening the uprights have remained undamaged. An alternative quote has been received to strengthen the horizontal bar.
- 11.0 **Cliffe Fairground Proposal**

11.1 There has been an approach from the annual fair ground for a weekend at Cliffe Recreation Ground. Due to their increase costs, they would not be able to pay the usual fee. They have given assurances that it would be COVID-19 compliant and a risk assessment and documentation would be provide. The council's view is sought.

12.0 **Allotments** – Cllrs Letheren, Clements, Clerk (RFO) To receive a verbal report on the Allotments

13.0 **Report: Planning Committee** (Cllr Harper/Clerk (PO))

13.1 **To receive a report on Planning issues dealt with by the committee under delegated powers and where the council is asked to decide/confirm.**

Delegated Powers

a) **MC/20/1083 3 Norwood Close Cliffe Rochester Medway ME3 7QJ**
Conversion of garage to habitable space

b) **MC/20/1325 Plot 1 Land West of Merryboys Farm House, Cooling Common, Cliffe Woods ME3 7TP**

Application for approval of reserved matters (Plot 1 only) for (appearance, layout and scale) pursuant to planning permission MC/17/3572 - Outline application for six self-build detached houses.

c) **MC/20/1402 Brett Marine Aggregates Ltd Salt Lane Cliffe Rochester Medway ME3 7SU**

Application for non-material amendment to planning permission MC/17/1053 to enable a 6 month extension of time to submit pre-commencement schemes, prior to the re-commencement of infilling and restoration activities at Chalk Lake Kent ME3 7SU

No comments/issues raised on the above applications

13.2 **Applications Received since the Planning Meeting**

d) **MC/20/1535 41 Reed Street Cliffe Rochester Medway ME3 7UL**

Construction of single storey side extension with dormers to rear and roof lights to front to provide additional living accommodation within roof space - Resubmission of MC/19/1078

e) **MC/20/1534 39 Reed Street Cliffe Rochester Medway ME3 7UL**

Construction of single storey side extension with dormers to rear and roof lights to front to provide additional living accommodation within roof space - Resubmission of MC/19/1077

f) **MC/20/1160 7 Rookery Crescent Cliffe Rochester Medway ME3 7RH**

Change of use of amenity land to residential to facilitate the installation of a vehicle crossover to front

g) **MC/20/1465 71 View Road Cliffe Woods Rochester Medway ME3 8UD**

Construction of a dormer to front

h) **MC/20/1584 4 Sedley Close Cliffe Woods Rochester Medway ME3 8HE**

Construction of a two storey side extension together with associated works to create additional parking to front - demolition of porch to front and existing garage

13.3 **Applications Received since issuing the Agenda and the meeting**

i) **MC/20/1578 27 Milton Avenue Cliffe Woods Rochester Medway ME3 8TP**

j) **Construction of a 2-storey side extension and single storey rear extension.**

k) **MC/20/1313 54 Brookmead Road Cliffe Woods Rochester Medway ME3 8HL**

l) **Neighbourhood consultation application for the construction of a single storey to rear The details submitted are as follows: The extension will extend beyond the rear wall by 4.000 metres The maximum height of the proposed extension from the natural ground level is 3.399 metres The height at eaves level of the proposed extension measured from the natural ground level is 2.400 metres**

m) **MC/20/1387 23 Wadlands Road Cliffe Rochester Medway ME3 7RD**

n) **Construction of a single storey extension to rear**

o) **MC/20/1621 1 Courtsole Farm Pond Hill Cliffe Rochester Medway ME3 7QS**

Construction of a porch extension to front

p) **MC/20/1634 1634 Oast Cottage Station Road Cliffe Rochester Medway ME3 7RU**

Formation of a hip to gable roof to facilitate a loft conversion and the construction of dormers to front and rear Construction of a hip to gable roof extension, insertion of dormers to front and rear to facilitate living accommodation in roof space, The house is situated at an angle on the B2000 and it looks like the front and back of the house may have been switched at some point in the past. Either way you drive towards property make it look like you are driving towards to front & back of the property. Meaning the front and back of the property could easily be confused, currently the main entrance (front door) is in the back garden and is entered via a side gate. The back of the house faces a working farm

13.4 Other Planning Issues

An email has been copied from Hoo St Werburgh Parish Council to the Leader of Medway Council for info re. their concern about the Local Plan proposals in light of the 'closure' of a Hoo/Stoke Medical Practice by the Care Quality Commission (alternative arrangements have been put in place for immediate issues).- provision of medical facilities is a responsibility of the NHS not Medway Council.

14.0 **Cliffe and Cliffe Woods Neighbourhood Plan**

To receive a report on the activities and progress of the Neighbourhood Plan. Subject to discussions with Medway Council it is now hoped to consult on the Draft Plan in September/October due to COVID-19 delays/restrictions. Any referendum would be delayed to April/May 2021. There will be cost implications to the parish council, but grants should be available to cover some/all.

15.0 **Report: Other Committees**

15.1 Footpaths and Common Land – General Report – Cllrs Harper and Darwell

15.2 Youth Liaison – General Report - Cliffe Woods – Cllrs Walton, McDermid, McLeod, Wyatt – Arrangements still to be made for meeting.

16.0 **Report: Other Bodies**

16.1 Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllr Keates

16.2 Cliffe Woods Community Centre Liaison – General Report – Cllr Walton

16.3 Cliffe Memorial Hall – General Report – Cllr Fenney

16.4 Brett's Liaison – Cllr McDermid/Clerk (PO) (initial contact made some ZOOM issues on PC side).

16.5 Rural Liaison Committee – Cllr Naughton-Dean

16.6 Kent Association of Local Councils (Medway) – Cllrs McDermid/Harper

16.7 Police Liaison Committee & Councillor/Police Surgeries/PACT Cliffe Woods Liaison – Cllrs Dibble/Wyatt

16.8 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott – Cllrs McDermid/Fenney)

16.9 Friends of North Kent Marshes - Cllr Darwell

17.0 Other Reports

Other items to be handed to the Clerk for the next meeting on Thursday 13th August 2020 (arrangements for the meeting to be circulated dependant on COVID-19 restrictions) at 7:00pm if ZOOM.

Chris Fribbins Parish Clerk (PO) 9th July 2020