

**Minutes of Meeting held Thursday 11<sup>th</sup> August 2022**

**Small Hall Memorial Hall, Church Street, Cliffe**

**PRESENT:** Cllrs Barry Dibble (Chair, BD), Fred Harper (FH), Robert Wyatt (RW), Vivienne Walton (VW), Annette Cooper (AC) and Joan Darwell (JD) (Five members of public)



Parish Clerks- Chris Fribbins (PO)

The meeting opened at 7.55

- NO ITEM**
- 48 APOLOGIES FOR ABSENCE** – Cllrs Sue McDermid (Family), Ray Letheren (Unwell), Sandra Fenney (Holiday/Family), Ken Kentell (Holiday), Cllr Peter Moore (Unknown), Cllr Wenban (due to delay in start of meeting). Michelle Dolley (RFO) Family.  
Cllr RW proposed to accept the apologies provided, seconded by Cllr AC- **ALL AGREED**
- 49 DECLARATIONS OF INTEREST** – Cllrs VW (Cliffe Woods Community Association).
- 50 Co-Option-** There is currently one vacancy in the Cliffe Woods Ward and two in Cliffe Village Ward. The new vacancies were advertised, and notification has been received that the Parish Council can proceed to co-opt, if necessary, there are now **THREE** vacancies in total.
- 51 ELECTION OF VICE-CHAIR-** This is postponed to the next meeting when more councillors will be present.
- 52 ADJOURNMENT-** A resident reported on the regular rubbish clear-ups in and outside of the parish that she had been organising. She had concern about the level of regular fly-tipping and range of materials, including a caravan. She was thanked for her and her team of volunteers work, but some concern was raised regarding the risks posed at some locations due to the volume and nature of the traffic. Some road signs were obscured by vegetation, and some knocked over – to be reported direct to Medway Council by residents.  
Concern raised by another resident about the poor provision of bus services to the villages and the early timing of last bus. Approved housing developments will contribute s106 money to improve this, but this is time limited and if services are not used, the service may be withdrawn/
- 53 APPROVAL OF MINUTES OF MEETING**  
**a)** Approval of Minutes of Meeting held on 14/7/22  
Amendment suggested to item 41 C iv. Minute amended to read: Proposal to agree earmarking of Cliffe Woods Platinum Jubilee grant underspend on future items for **Cliffe or** Cliffe Woods when received. **ACCEPTED** by All.
- 54 MATTERS ARISING FROM MINUTES OF MEETING held on 14/7/22** None
- 55 REPORT: CLERKS**  
Nothing to report, elsewhere on agenda.
- 56 REPORT: CHAIR**  
Chair reported on the national Civility and Respect Campaign and suggested the parish council agree to adopt the Pledge and commitments. More detail will be circulated at the next Finance and GP and referred to the next council.
- 57 Report: Finance & General Purposes (Cllr Wyatt/Clerk PO)**  
**1)** To receive a report and recommendations of the F&GP meeting held Tuesday 2<sup>nd</sup> August 2022 in St Helens House Cliffe  
**a.** To note election of Cllr Wyatt to F&GP Chair. **NOTED**  
**b.** To note financial reports (to 31<sup>st</sup> July). Application for special Rural Liaison Grant to be followed up (Car Park Repairs) when Medway Contact/Process available. **NOTED**  
**c.** To note and consider Payments and Receipts and approve as necessary-  
**Proposed by Cllr BD, seconded by Cllr JD - AGREED**

**Receipts and Payments July/August 2022**

Receipts	July	August
Allotment Rents BACS	£444.32	

Payments	Description	Amount
220801 Chris Fribbins	July Salary, Home Allow	
220802 Michelle Dolley	July Salary, Home Allow	
220803 John Davies	July Salary, Mileage	
<b>PAYMENTS MADE UNDER DELEGATED/ PRE-APPROVED POWERS</b>		
220809 ZOOM	Monthly Subscription	£14.39*
220804 Vonage	Parish Phone for July	£10.25*
220808 British Gas	Changing Rooms Elec Bill	£79.78*
220810 KALC	Training Course	£60.00*
220811 Hugo Fox	Silver Web Access (month)	£23.99*

- **Represents VAT, Reclaimable**

**Cllr BD proposed to accept the payments, seconded by Cllr VW – AGREED**

d. To Note 2022 Quarter 1 Audit (AC/SM) – Cllrs Cooper and McDermid thanked for their work on this and the detailed report. Actions to be followed up by Clerk (RFO) and F&GP.

An extra councillor is required on F&GP due to a resignation.

## 58 **REPORT: ALLOTMENTS- Cllr Clements, Letheren**

Cllr Clements reported on ongoing issues with rent collection notices and allotments not being maintained or mis-used. F&GP will investigate – Cllr RW requested details of allotment rules, copy of allotment holder agreement, those pitches not being maintained and rents outstanding.

## 59 **REPORT: PLANNING COMMITTEE (Cllr Harper/Clerk (PO))**

59.1 The Planning Committee met 28/7 on ZOOM.

Planning applications received:

### a) **MC/22/1713 Land South of View Road Cliffe Medway ME3 8UE**

Construction of 50 retirement homes comprising of 42 apartments (3 x blocks) and 8 bungalows with communal facilities, electric scooter store and management offices with associated parking, landscape improvements and on-site allotments.

Formerly approved at 'outline' stage but refused on issues such as design. Some precedents following decision on Orchard site the previous evening and approval of "2.5 Storey" blocks on the Redrow site. **OBJECTION raised on urban aspect of development on the village-built boundary and impacts between the surrounding site and this, following that approval the previous evening!**

### b) **MC/22/1771 Land to South of Existing Stables at Buddy's View Perry Hill Cliffe Rochester Medway ME3 7TX**

Construction of a combined amenity and day room building, **OBJECTION RAISED due to impact on adjacent PROW and further intensification of residential use on the site (plans do not show the further mobile dwellings to the north. Full appraisal required of the whole site and suggested a site meeting of the planning committee is held before a decision is made.**

### c) **MC/22/1808 3 Milton Avenue Cliffe Woods Rochester Medway ME3 8JS**

Application for a Lawful Development Certificate (Proposed) for a flat roof rear dormer, to facilitate conversion of the loft into habitable living space. **NO COMMENT**

### d) **MC/22/1836 Land Rear Of 56 -60 Town Road Cliffe Woods Rochester Medway ME3 8JJ**

Construction of a detached dwelling with associated parking, cycle storage, boundary treatment and landscaping. **OBJECTION RAISED re. overdevelopment of the site and out of keeping with the surrounding residential properties.**

**59.2 Further Planning Applications Received since the date of Planning Committee for decision or referral to Planning Committee**

**MC/22/1960 St Helens House and Cobblecove House Buttway Lane Cliffe Rochester Medway ME3 7PY** Change of use of non-residential area of building to residential use, and adaptation of existing residential dwelling and creation of second w residential dwelling, formation of new amenity areas, car parking and associated infrastructure,

**MC/22/1890 Plot 5 Land West of Merryboys Farm House Cooling Common Cliffe Woods ME3 7TP** Details pursuant to condition 6 (boundary treatment) on planning permission MC/17/3572 for Outline application for six self-build detached houses with all matters reserved except access and landscaping.

**59.3 Other Planning Issues:**

- a) **Trenport Land Cliffe** – Initial Outline Planning application for ACCESS (all other matters reserved for future submission when details will be available) see MC/22/0254. The APCM ground has been designated as an Asset of Community Value – if put up for sale, there are six months for the community to purchase.
- b) **MC/21/1287 Redrow (Gladmans) site West of Town Road** – application approved by Medway Council. Development progressing, with highways and site issues and development concerns being raised with Medway Council.
- c) **Esquire- MC/21/1694 (Orchard) South of View Road** – Permission granted by Medway Council Planning 27/7 despite parish council objection response (by one vote, Planning Chair voted against!).
- d) **Draft Medway Local Plan** – No further update. Possible regression to Regulation 18 and therefore developers will be able to submit **THEIR** sites for consideration, and get them approved, if they can pass sustainability tests.

**60 Cliffe and Cliffe Woods Neighbourhood Plan**

Medway Council have completed a consultation on our Draft Version. It has now been referred to a Planning Inspector for examination in September 2022 (One year after submission) and then the Steering Group/Parish Council will need to consider the inspector's comments and then proceed to a Referendum. If approved by a majority, it becomes Planning Policy for our area and is considered when future planning applications are submitted.

**61 Report: Other Committees**

- 61.1 **Footpaths and Common Land – General Report – Cllrs Harper and Cooper-**  
Cllr RW reported issue with PROW at Cooling Common due to overgrowth – reported to Medway Council as a health and safety issue.
- 61.2 **Youth Liaison – General Report - Cliffe Woods – (Cllr Vacancy), Fribbins & Dolley (Clerks)** – Nothing to report (at least two councillors required to progress this).
- 61.3 **Personnel Committee – Cllrs Dibble (replacing Cllr Keates), Fenny, Walton + Clerks as necessary** – Meeting to be arranged to discuss roles/responsibilities of Caretaker and Cleaner.
- 61.4 **Sustainability Committee-** Potential work projects being investigated.

**62 Report: Other Bodies**

- 62.1 **Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllr Kentell/Mr Keates-**  
Cllr KK reported the KALC Community Award had been presented by the chair BD at the last meeting. There is also a change in the rules and trustees which is ongoing.

- 62.2 **Cliffe Woods Community Centre Liaison- General Report- Cllr Walton-** Planning application details for extension being pursued.
- 62.3 **Cliffe Memorial Hall- General Report- Cllr Fenney** (+ one vacancy) - Regular events progressing. Need to discuss drainage issues with the Parish Council as landowner. 3 new committee members joined following Platinum Jubilee.
- 62.4 **Brett's Liaison-** Nothing to report
- 62.5 **Rural Liaison Committee- Cllr Keates** – Nothing to report
- 62.6 **Kent Association of Local Councils- Cllrs McDermid/Harper-** Meeting held on the 27.07.2022
- 62.7 **Police Liaison Committee/ PACT/ Police Surgeries- Cllr Wyatt-** Nothing to report
- 62.8 **Patient Participation Group- Cllrs McDermid/Fenney-** No report
- 62.9 **Events- Cllr Darwell (Cliffe) and Cllr Walton (Cliffe Woods)-**  
Nothing further to report currently.

63 **Other Reports** - Nothing to report

**Other items to be handed to the Clerk for the next meeting on 15th September at 7:30 pm in the Emmanuel Centre, Parkside, Cliffe Woods. None**

Meeting Closed at 21:40

Signed by..... Chair and dated.....

**Action List**

2016	Yellow Line Restrictions – Cliffe & Cliffe Woods	Medway Council to Advertise Traffic Regulation Order/Consultation
2021/01	Dogs Bins in Remote Areas	Medway Council responsibility, have requested precise location for normal bin (Dog bins no longer supplied)
2021/01	Raw sewage on Town Road Cliffe Woods	Southern Water responsibility. Contacted 2021/1 awaiting reply. Ongoing problem exacerbated by heavy rain.
2021/03	Neighbourhood Plan	Parish Council have now approved Draft Plan and it has been formally submitted to Medway Council (1/9/21). Planning Inspection examination schedules September 2022.
	Planning 101 One session in each village, Saturday morning/Midweek evening and recorded/session for our website.	Interest has come from several residents and an external person. Medway Planning contacted for support, waiting for a response.
	Cllr AK is organising this.	
	Youth Committee – leaflet/meet with Strood Youth/Review Youth Equipment and disposal where required.	Cllr MM to arrange. CWCA would like to see equipment re-allocated and shed transferred to their ownership.