

CLIFFE AND CLIFFE WOODS PARISH COUNCIL

Minutes of Meeting held at
Thursday 07/01/2010

PRESENT

Councillors K Kentell (Chair), C Fribbins (Vice Chair), L. Bush, J Corrigan, (Left the meeting at 8:40 pm), M Emblin, L.Mills, J.Moss, J Wenban, L Wicks (Arrived at 7:45pm)

Mr A.Parfett (Parish Clerk)

ABSENT

Councillor Taylor

The meeting opened at 7.30 pm.

NO	ITEM	ACTION BY
1.0	APOLOGIES FOR ABSENCE Councillors Cunningham, Darwell, Hunt, Keates, Moore, Smith, Taylor	
2.0	DECLARATIONS OF INTEREST Cllr Bush declared direct interest in 10.1.3 Planning application MC/09/2531	
3.0	APPROVAL OF MINUTES Minutes of meeting held on 3 rd December 2009 approved as presented Proposed Cllr Kennet Seconded Cllr Fribbins	
4.0	NO ADJOURNMENT	
5.0	MATTERS ARISING	
5.1	See December 4.1 changing rooms for football club: Nothing to report	
5.2	See December 4.2 Tree roots at Village Hall: Nothing to report	
5.3	See December 6.1 Youth Issues group: Nothing to report	
5.4	See December 6.5 Heritage plaque: No report Cllr Moore not present	
5.5	See December 6.6 Standing orders have been published and changes required. Cllr Fribbins Co-ordinating changes required	Cllr Fribbins
5.6	See December 6.7 Cllr Fribbins has arranged that caretakers rubbish can be disposed of in Mini Market bin.	
5.7	See December 6.8 Insurance: Clerk to progress competitive quotes. No action so far.	Clerk
5.8	See December 6.9 Nat West signatories have been changed NS&I require signatures from Cllr. Clerk to progress	Clerk
5.9	See December 6.10 Overhanging trees from CWCA. Work completed Mr Stone contributed £100 to CWSA costs	
5.10	See December 6.14 Capital expenditure: To be covered in FGPC report.	
5.11	See December 6.15 Allotment rents all received.	
5:12	See December 6.17 Trial of ground equipment TBA	Clerk
5.13	See December 6.18 Car park barrier: To be covered in FGPC report	
5.14	See December 6.20 Residential parking. No action so far	Cllr Fribbins

	5.15	See December 8.1.2 Sainsburys development at Frindsbury. Clerk replied on behalf of PC	
	5.16	See December 8.1.5 RSPB signs: Clerk responded to request with permission and sent copy of Crest. Cllr Fribbins actioned Clarion report.	
	5.17	See December 9.2 Notice board signs See FGPC report	
	5.18	See December 9.4 Clerk has implemented changes to contracted hours	
	5.19	See December 10.2 See FGPC report	
6.0		Special items and reports	
	6.1	Salting and Gritting: Due to number of accidents due to icy conditions around shops and car park. Recommendations from Highways and KALC were forwarded to shop keepers explaining their duty of care to shoppers accessing their shops. Cllr Corrigan to talk to shop keepers	Cllr Corrigan
	6.2	Youth issues group will be meeting in January	YIG
	6.3	Community Safety: Cllr Darwell had requested that any matters concerning the dog attacks to be left until February meeting when Cllr Darwell will be in attendance. However it was noted that there had been another dog attack and the offending dog had been put down.	Cllr Darwell
7.0		REPORT (CLERK)	
	7.1	Correspondence	
		7.1.1 1001/01 Audit commission appointment of auditor Wayne Rickard	
		7.1.2 1001/02 Fire Brigade integrated risk management plan	
		7.1.3 1001/03 BT call sign for Clerk	
		7.1.4 1001/04 Crime reference	
		7.1.5 KCC News Letter	
	7.2	Clerk has been plagued with internet connection problems since the last meeting and has finally reached the point that the only way forward was to change internet suppliers. Which is now done but not functioning correctly. Will keep Cllrꝑ informed	Clerk
	7.3	Notice board signs see FGPC report	
	7.4	Call sign telephone number for Clerk is 01634 221314	
8.0		Report Finance and general purposes committee	
	8.1	Updated figures as follows, as at 04/01/10 (NB: bank statements reconciled up to 30/11/09): Opening balance £73,276, Precept £28,000, Income £1,287, Grants received £14,800, VAT refunds received £1147, Revenue expenditure £21982 Capital expenditure NIL, Grants paid £8,776, VAT paid £1033, Balance on hand £118,510 Bank statement reconciled up to 30/11/09	
	8.2	Approval for spending on car park barrier Cllr Wenban proposed spending £3240 on the new barrier with lock open post, which Cllrꝑ had seen photos of at last meeting. Medway Council are contributing £1000 to project. Secoded Cllr Emblem. Agreed. Clerk to progress with contractor	Clerk
	8.3	Spending on Rural Liaison Fund Grant RLF monies currently available £8,840 (4,000 already received, £4840	

	<p>needs to be applied for before 31/03/10). If monies not spent , danger of future cuts, Suggestions for expenditure</p> <ol style="list-style-type: none"> 1. Car park improvements 2. Benches 3. Trees 4. Buttway improvements 5. Salt bins 6. Play facilities for small children in Cliffe Woods Park 7. Skate park 8. Ball Park for Cliffe woods 9. Lighting 10. Health equipment 11. Fencing 12. Youth shelter improvement <p>(Can this be used to pay for a Youth worker attendance?)</p>	
8.4	<p>8.4.1 Draft Budget and precept. Distributed and provisionally accept revenue budget finalise next meeting with capital expenditure included Proposed Cllr Fribbins seconded Cllr Kentell Clerk to prepare final budget figures to include projects for proposal at next meeting.</p>	Cllr Kentell and Clerk
	<p>8.4.2 Capital Project ideas</p> <ol style="list-style-type: none"> 1. Changing rooms Cliffe Recreation ground 2. Small childrens play equipment Cliffe Woods Recreation ground 3. Maintenance budget for property repair 4. Car park improvement Cliffe Woods <p>Cllr Wicks to co-ordinate ideas for car park and discuss with Medway</p>	Cllr Wicks
	<p>8.4.3 Draft Budget / Precept presented to FGPC and copies circulated Extended FGPC 3 Cllr Keates, Wenban and Smith plus Clerk Require provisional approval in January CCWPC meeting Amendment can then be made in January Re-present at FGPC in Feb for final approval at Feb CCWPC. Precept request to be put to Medway Council.</p>	
8.5	<p>Payments by cheque The following cheque payments were approved:</p> <ul style="list-style-type: none"> # xxx G. Meeser Salary and Expenses # xxx A. Parfett Broadband diagnostics £69 # xxx Lynx Engineering Emergency repair to ball park # xxx D. Clark Wages and expenses # xxx A. Parfett Salary and Expenses # xxx HM revenue # xxx Spatial tech (Parish on line) # xxx A. Parfett itemised phone bill DD xxx KCC supplies <p>Proposed Cllr Wenban seconded Cllr Fribbins Carried.</p>	
8.6	<p>Notice board signs.As per instructions from December meeting Clerk has sourced sign manufactuer to manufacture new signs for notice boards and as instructed placed order for £107+VAT which is under the £167.70 limit given at December meeting.</p>	
8.7	<p>Changes of Signatories to NS&I account final signatories signed at meeting.</p>	
8.8	<p>Invoice for Medway Council Heather Marsh has invoiced CCWPC for £44850(See November 5.9 machinery for transferring playground</p>	

		capital funds to Medway Council) Signatories to complete form for NS&I request cheque or transfer of funds to reserve account and when cleared write cheque to Medway Council. Proposed Cllr Wenban seconded Cllr Fribbins Carried	
	8.9	Date of Next Finance & General Purposes Committee Meeting: Tuesday 2 nd February 2010, Cliffe Woods Primary School, 8pm	
9		REPORT – RECREATION GROUND AND ALLOTMENTS	
	9.1	No report	
10		REPORT - PLANNING	
	10.1	<p>Planning applications: Cllr Fribbins presented the following planning applications with proposed comments and they were approved:</p> <p>10.1.1 MC/09/2530 5 Brookmead road Cliffe Woods Single storey extension. No objection.</p> <p>10.1.2 MC/09/2345 24 Graveney Close Cliffe Woods; Demolition of garage and building of 2 storey extension. No objection.</p> <p>10.1.3 MC/09/2531 14 Wharf Road Cliffe Application for front porch, two storey side extension, single storey rear extension and Conservatory plus detached double garage. No objection.</p> <p>10.1.4 MC/09/2480 26 North Road Cliffe. Alteration to split bungalow into two dwellings. Object on grounds of insufficient parking in a area with existing parking problems. The development of two dwellings is also over development of the site. A more traditional form of semidetached or detached properties would be more appropriate in the street scene.</p> <p>10.1.5 MC/09/2348 10 Elford Road Cliffe.; Construction of single storey side and rear extension and dormer window to rear to facilitate loft conversion. No Objection.</p> <p>The above planning recommendation were proposed by Cllr Fribbins and seconded by Cllr Wicks carried.</p>	
	10.2	KCC community infrastructure provision service structure: Parish consulted as we border KCC. Agree to note.	
	10.3	Comp/07/0012 public enquiry. Public enquiry reconvenes to hear appeals against various planning enforcement notices regarding operation on the site(originally issued in 2007) Cllr Fribbins will try to attend and give evidence against appeal (unable to do so when original enquiry held as it was postponed.	
	10.2	Date of next Planning Committee Meeting: 8 pm Thursday 28 th January 2010 at 5 Englefield Crescent Cliffe Woods	
11		REPORT – FOOTPATHS AND COMMONLAND	
		No report	
12		REPORT – CLIFFE WOODS CAR PARK	
		No report	
13		REPORT – RURAL LIAISON	

		No report	
14		REPORT CLARION	
		Next issue February /March	
15		REPORT -- KALC	
		No report	
16		REPORT – OTHER BODIES	
		No report	
17		ANY OTHER BUSINESS	
		No other business	

The meeting closed at 9.00 pm.

AP24/01/10

**NEXT MEETING:
THURSDAY 4th February 2010, CLIFFE SMALL HALL, 7.30PM**
