



# Hoo Saint Werburgh Parish Council

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## To all Members of the Parish Council.

Notice is hereby given, that the next Meeting of the Parish Council is to be held on Thursday 1<sup>st</sup> December 2022 at 7.00pm in Pottery Road Village Hall-. Members are hereby summonsed to attend.

### 1. Apologies.

*Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.*

### 2. Declaration of Interest.

*To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.*

*To consider any Dispensation requests received by the Parish Clerk and not previously considered.*

### 3. Police Matters.

### 4. Approval of the minutes of the previous meeting.

*To consider the minutes of the previous meeting and if in order sign as a true record.*

### 5. Matters arising from the Minutes.

### 6. Parish Councillor Vacancy.

*There are currently two vacancies on the Parish Council, one has reached co-option stage and*

### 7. Public Participation.

*To discuss any questions received by members of the public.*

### 8. Urgent Matters (if any with the Chairman's consent).

*To consider any urgent matters raised by members.*

### 9. Financial Matters.

a. To consider the monthly financial statement.

*Financial Statement will be circulated in paperwork at PC meeting.*

b. 2023/2024 Budget and Precept.

*The budget will be considered as soon as the budget is approved by the Finance Committee, following the publication of the tax Band rates by Medway Council.*

**10. Clerks Report.**

*To receive the Clerks Report.*

**11. Chairman's Report.**

*To receive the Chairman's Report.*

**12. Parish Council Committees.**

*To receive the reports and recommendations from PC Committees.*

a. Events Committee.

*To receive an update from the Events Committee.*

b. Environment Committee.

*To arrange a date for the next Environment Committee Meeting:*

***For consideration - Wednesday 11<sup>th</sup> January 2023 at 7pm??***

c. Personnel Committee Meeting.

*To update members - to be discussed as a Confidential item at the close of the meeting to the Press and Public.*

d. Finance, Audit and General Purposes Committee.

*To agree a date for the FA&GP Committee to discuss the 2023/2024 Budget as soon as Medway Council has published the new tax band rates.*

**13. Planning Matters.**

a. Planning Applications Received.

**MC/22/2557** 30 Braeburn Drive, Hoo St Werburgh, Rochester, Medway, ME3 9US  
Construction of a single storey extension to rear.

**MC/22/2585** 2 Highway Cottages, Main Road, Chattenden, Rochester, Medway  
Conversion of garage into habitable living space and ground floor alterations.

**MC/22/2654** 111 Bells Lane, Hoo St Werburgh, Rochester, Medway, ME3 9HY  
Construction of a 2-storey side extension with single storey rear extension -Resubmission of MC/22/1591.

**MC/22/2668** 66 Robson Drive, Hoo St Werburgh, Rochester, Medway, ME3 9EA  
Construction of a two-storey extension to side and a single storey extension to rear - demolition of brick shed and decking to rear.

**MC/22/2479** Land South of Abbots Court Road, Hoo St Werburgh, Rochester  
Change of use from arable farmland to a managed wetland reserve; creation of new wetland habitats; improvements to existing site hydrology; introduction of new footpaths, bridges/boardwalks; a rangers' facility, bird hide, landscaping, tree/scrub planting, boundary treatments, site interpretation boards and associated works.

**MC/22/2679** Tamarisk, Main Road, Chattenden, Rochester, Medway  
Construction of a porch to front, a two-storey extension to rear, a single storey extension to rear with construction of roof terrace, removal, and replacement of thatched dormer windows. Construction of a detached outbuilding and outdoor swimming pool. Replacement of block paving and external landscaping changes and refurbishment of existing garage block demolition of porch, and conservatory.

**MC/22/2753** 19 Braeburn Drive, Hoo St Werburgh, Rochester, Medway, ME3 9US  
Construction of a single storey extension to rear.

#### **APPLICATIONS DETERMINED BY MEDWAY COUNCIL**

MC/22/2395

Unit 1A London Medway Commercial Park James Swallow Way Hoo St Werburgh Rochester  
Medway

Details pursuant to condition 6 (drainage verification report) on planning permission

MC/22/0843 - Variation of condition 2 (approved plans) of planning permission MC/21/1889 to allow a minor material amendment for the proposed outbound gatehouse to be raised to align with the cab height of HGVs entering and leaving the site. Associated amendments to improve on-site safety and security in the vicinity of the gatehouses.

Discharge of Conditions

MC/22/2215

2 Elm Tree Cottages Chattenden Lane Chattenden Rochester Medway ME3 8LG

Construction of an L shaped dormer to rear and insertion of two roof lights to front together with a single storey extension to rear.

Approval with Conditions

MC/17/0351

Tudor Farm (Part of Court Lodge Farm) Stoke Road Stoke Rochester

Change of use of agricultural land for the storage of caravans for seasonal workers from the end of the season until the beginning of the next season, provision of a porta cabin to provide a recreational facility for seasonal workers, a porta cabin for an office, a portable laundry unit, parking and turning space, a new farm road, a drainage connection to the main sewer and landscaping

Approval with Conditions

b. Other Planning Matters.

#### **14. Neighbourhood Plan Report.**

a. General Update.

*To receive an update report from the NHP Group.*

#### **15. Christmas Tree.**

a. Tree Lights.

b. School Tree Decoration Project.

**16. Community Facilities.**

*To receive an update on this confidential matter.*

**17. Ward Councillors Report.**

*To receive a report from the Ward Councillor.*

**18. Date of the next meeting – Thursday 5<sup>th</sup> January 2023.**

Mrs Sherrie Babington  
Parish Clerk