



Cliffe and Cliffe Woods Parish Council

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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 6th May 2021, to follow Annual Parish Council Meeting at 19:00 on ZOOM :**

Link <https://us02web.zoom.us/j/87202496676?pwd=UklucmpNa0xqYjJ4VnhDVUVBVGVuUT09>

Meeting ID: Meeting ID: 872 0249 6676 Passcode: 902748

Access for non-computer audio (use telephone handset)

Dial one of these numbers: 0203 901 7895, 0131 460 1196, 0203 051 2874, 0203 481 5237, 0203 481 5240.

Enter the following numbers when required: Meeting ID: 87202496676# Participant ID: # PassCode: 902748#

You can join by clicking on the Zoom Meeting link or use the Meeting ID, Password from ZOOM. If you have no device or do not have a speaker/microphone you can join the audio part of the meeting by using the AUDIO settings from the telephone handset use *6 to Mute/;Unmute *9 to put Hand Up to speak.

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 11/03/21**
- 5.0 **Matters Arising from Minutes of Meeting held on 11/03/21**
- 6.0 **Report: Clerks** (Clerk PO/RFO) – To Receive a verbal report on issues dealt with since last meeting, not on the Agenda.
 1. Arrangements for the Annual Parish Meeting to be agreed.
- 7.0 **Report: Chair** – tba
- 8.0 **Report: Finance & General Purposes (Cllr Dibble/Clerks)**
 - 1) To receive a report and recommendations of the F&GP meeting held Tuesday 2nd March Online/Zoom
 - a) To note financial information to 31/03/21 as circulated
 - b) To **note** receipts & payments and approve for April 2021 under delegated powers as no Parish Council meeting in April.
 - c) To agree recommendations
 - a. Allotment Rents 2021/22 – An increase of 4% as budgeted
 - b. Kent Air Ambulance donation of £250 proposed
 - 2) To receive a report and recommendations of the F&GP meeting held Tuesday 27th April Online/Zoom
 - a) Financial Reports not available until 30/4/21 AND previous financial year closed following any issues with the accounts, raised by the Internal Auditor, have been resolved.
 - b) To agree receipts & payments and approve for May 2021, as necessary. (R&P Report circulated before the meeting)
 - c) To agree recommendations
 - a. Buttway Drainage – Quote from SM Excavators to install new soakaway, sump and filters be accepted on the basis of quality solution (not the cheapest quote). Further quotes from Volker Highways, received

- b. Annual Playground Inspection Report to be carried out in September rather than May (Clerk PO is seeking advice from insurers)
- c. Play equipment inspection one day course to be arranged with Allhallows PC.
- d) To note other items from the committee
 - a. Meeting with PCSOs regarding Motorbike nuisance at the Recreation Ground (issues and potential solutions report circulated, but expensive not comprehensive)
 - b. CCTV in Village Club disabled through hacking. Now restored with local recording. Remote access not currently working. CCTV contractor to provide quotes for upgrade to cameras and recording unit for future consideration.
- 3) The charges for Cliffe Recreation Ground pitches and Changing Rooms need to be agreed now that football has returned (it is suspected that Rugby will not return until the new season. Clerk (RFO) will report after checking with teams and will make a recommendation about charge and applicability.

9.0 Annual Reporting (AGAR)

If the internal audit (external) report received before the meeting, the council is asked to approve the Governance and Financial Reports of the AGAR (circulated previously).

- 1) To Agree the Governance Statement (AGAR Page 4)
- 2) To Agree the Financial Report (AGAR Page 5).

10.0 **Allotments – Cllrs Letheren, Clements, Clerk (RFO)** To receive a verbal report on the Allotments Brett Aggregates have been contacted about the supply of type1 aggregate for the road and awaiting a reply.

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

To receive a report on Planning issues dealt with by the committee under delegated powers and where the council is asked to decide/confirm (meeting was not held end December)
25th March 21 7:30pm

11.1 Delegated Powers (To Note)

- a) **MC/21/0758 Alpha Lake and Chalk Lake North Sea Terminal Salt Lane Cliffe Rochester ME3 7SX**
No comments raised.
- b) **MC/21/0777 Commercial Unit Land West of Town Road Cliffe Woods Rochester Medway ME3 8JX**
No comments raised.
- c) **MC/21/0657 18 Sedley Close Cliffe Woods Rochester Medway ME3 8HE**
No comments raised
23rd April 7:30pm

11.2 Delegated Powers (To Note)

- a) **MC/21/0768 L'Hermitage Cooling Street Cliffe Rochester Medway ME3 7TZ** Objection raised.
- b) **MC/21/0763 Hawthorn House Merryboys Road Cliffe Woods Rochester Medway ME3 7TP**
No Objection.
- c) **MC/21/0777 Commercial Unit Land West of Town Road Cliffe Woods Rochester Medway ME3 8JX** NOW APPROVED
- d) **MC/21/0840 2 View Road Cliffe Woods Rochester Medway ME3 8JQ**
Foul & Surface Water only – Southern Water still have problems with drawings submitted. No comment.
- e) **MC/21/0902 Haylands Station Road Cliffe Rochester Medway ME3 7RN**
Raise issue regarding access to be agreed before development can proceed. OBJECTION
- f) **MC/21/1006 30 Milton Avenue Cliffe Woods Rochester Medway ME3 8TP** APPROVED by Medway.
- g) **MC/21/1026 Land North of Merryboys Merryboys Rd Cliffe Woods Rochester Medway ME3 7TP**
Concerns about possibility of a trojan horse application to establish residential use on the land. Stables should be located opposite not alongside residential. Concern about access onto Merryboys Road. Land north of Merryboys protected in emerging Neighbourhood Plan as protecting the gap between Cliffe and Cliffe Woods developing a precedent for development on that side of the road.
- h) **MC/21/1057 Oast Cottage Station Road Cliffe Rochester Medway ME3 7RU**
Development is still close to road and dominant. Objection raised.

11.3 **Any New Applications since publication of Agenda**

- a) **MC/21/1120 14 Tennyson Avenue Cliffe Woods Rochester Medway ME3 8JF**
Construction of single storey extensions both sides and rear, open porch to side, replacement double garage to front, annexe and shed to rear - demolition of existing conservatories and garage.
- b) **MC/21/1218 140 Church Street Cliffe Rochester Medway ME3 7PY**
Construction of a two-storey front extension with balcony, single storey rear extension, dormer window to rear, rooflights to front and first floor window to side to provide additional living accommodation within roof space - removal of existing canopy.
- c) **MC/21/1061 50 Wadlands Road Cliffe Rochester Medway ME3 7RD**
Conversion of garage into habitable room and construction of a porch to front

- d) **MC/21/1109 Plt 1 Land West of Merryboys Farm House Cooling Common Cliffe Woods ME3 7TP**
Details pursuant to conditions 2 (materials) and 7 (electric vehicle charging point) on planning permission MC/20/1325 - 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.

11.4 **Other Planning Issues:**

- a) **Redrow** have announced that they have purchased the Gladman's site and will be submitting design and landscaping. (later received an email and indicative plan for site and opportunity to consult with Parish Council. While reserving right to object to any detail, would seek to open up discussion about previous approved details that could be changed and s106 commitments to be discussed at Council meeting).
- b) **Buddy's View** – Additional residential caravans. Recommended for approval at Medway Planning Committee (28/4). Concerns about lack of information/incorrect, not showing other properties on site. Suggest a site visit, correction of details. Clerk has contacted Medway Councillors (Strood Rural) about concerns.

12.0 **Cliffe and Cliffe Woods Neighbourhood Plan**

The report of the Neighbourhood Plan Steering Group (29/4/21) will be submitted.

To agree to adopt the Cliffe and Cliffe Woods Neighbourhood Plan and delegate to the Neighbourhood Plan Steering Group any (non-policy) changes for submission to Medway Council.

To note – Due to COVID and delays to responses from Medway Council, there is a financial implication to the completion of the 'submission pack' A Basic Condition Statement needs to be prepared and the Consultation Statement needs to be updated. The Clerk PO will report on the estimate for this work and will see if any grants are available.

13.0 **Report: Other Committees**

- 13.0 13.1 Footpaths and Common Land – General Report – Cllrs Harper and Darwell
13.2 Youth Liaison – General Report - Cliffe Woods – Cllrs McLeod (Chair), Wyatt, Farrelly, McGovern, Fribbins & Dolley (Clerks) – Clerk PO contacted Medway Youth and they liaise and support where possible.

14.0 **Report: Other Bodies**

- 14.1 Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllr Keates
14.2 Cliffe Woods Community Centre Liaison – General Report – Cllr Walton
14.3 Cliffe Memorial Hall – General Report – Cllr Fenney
14.4 Brett's Liaison – Cllr McDermid/Clerk.
14.5 Rural Liaison Committee – Cllr Naughton-Dean
14.6 Kent Association of Local Councils (Medway) – Cllrs McDermid/Harper
14.7 Police Liaison Committee & Councillor/Police Surgeries/PACT Cliffe Woods Liaison – Cllr Wyatt
14.8 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott) – Cllrs McDermid/Fenney
14.9 Friends of North Kent Marshes - Cllr Darwell

15.0 Other Reports

Other items to be handed to the Clerk for the next meeting on Thursday 9th June arrangements for the meeting to be circulated dependant on COVID-19 restrictions) at 7:00pm if ZOOM (to be confirmed).