

The Minutes of the Meeting of Hoo Saint Werburgh Parish Council
Held in the Village Hall, Pottery Road, Hoo on Thursday 3rd November 2016 at 7.30pm.

***Councillors present: Andrews
Chambers
Counsell
Gatfield
Hipsey
Pearce
Perfect
Pratt
Rees
Savage
Sands
Shepperd
Tildesley
Williams***

Also: Parish Clerk and members of the public.

The meeting was chaired by Councillor Tildesley.

The Chairman welcomed The Worshipful, The Mayor and Mayoress of Medway, Councillor Stuart Tranter, and Mrs Tranter to the meeting.

1. Apologies.

No apologies were received.

2. Declaration of Interests.

CLlr Perfect declared an interest in the agenda items for The Brook.

3. Minutes of the previous meeting.

The Minutes of the previous meeting were circulated to all present. It was proposed by Cllr Andrews to accept these as a true record, subject to a minor amendment, this was seconded by Cllr Counsell and agreed by all present.

The approved Minutes were then signed and dated by the Chairman.

4. Matters arising from the Minutes.

There were no matters arising.

5. Urgent Matters.

Cllr Rees spoke regarding the issue with the trees at the entrance of the Hundred of Hoo Academy that had been marked for felling.

She stated that she had been in contact with Medway Council to ask whether these trees could be protected by a Tree Preservation Order.

The Chairman thanked Councillor Rees for actioning this matter.

The Chairman invited the Mayor of Medway, Councillor Stuart Tranter to address the meeting.

The Mayor spoke regarding his role at Medway Council and the work of the Mayor in the local community. He stated that he hoped to see a shared vision across Medway.

He reported on the Local Plan and the effect this would have on the Hoo Peninsula. He spoke regarding the budgets of Medway Council and the funding cuts and changes that this would have on the local community.

The Chairman thanked the Mayor for his presentation and invited him to join in the meeting at any point.

With member's permission, the Chairman brought forward item 15 on the Agenda to enable this be discussed whilst the Reverend John Smith at the meeting.

15. Lionel and Elsie Pearce Memorial fund.

The Reverend John Smith spoke regarding this matter and stated that he was meeting with Robin Pearce and the Chairman in the very near future to progress this matter further and he hoped to report a positive outcome by the new year.

The Chairman thanked the Reverend John Smith for his report.

6. Chairman's Report.

Tarmac Liaison Group – The Chairman spoke regarding a meeting attended by councillors to discuss the work at the Gravel Pit.

He reported that Ward Councillor Phil Filmer had been appointed as Chairman of the Liaison Group, Cllr Sands as Vice-Chairman and the next meeting was due to be held on 28 February 2017.

Cllr Sands stated that a smaller Committee had now been set up to make meetings more efficient.

The Chairman reported that he had attended a KALC meeting on behalf of the Parish Council and reported on this.

Landscape Peninsula Scheme – The Chairman stated that Cllrs Chambers and Pratt had attended a meeting regarding the Landscape Peninsula Scheme and he invited Cllr Chambers to give a report on this meeting.

Cllr Chambers spoke regarding the meeting that had been organised by representatives from the RSPB. She stated that the project was concerning natural heritage. She stated that the group had submitted a Heritage Lottery Fund application to undertake the project.

7. Clerks Report.

The Clerks Report was noted and accepted by members.

KALC AGM Saturday 19th of November 2016 – Members noted that the date of this meeting, however no one was available to attend.

8. Police Report.

ClIr Gatfield reported on police matters.

She reported that thefts had taken place at the quarry site and a jet wash and life rings had been stolen. She stated that this had been reported to the police and they had visited the site to contact the contractors.

ClIr Shepperd stated that the fence to the quarry site had been cut at Abbots Court Road and she had reported this to the police.

9. Public Question Time.

The Reverend John Smith spoke regarding a major fire at St James Primary School in the Isle of Grain. This was discussed and it was agreed that the Parish Council would make contact with Grain Parish Council to express its concern and support at this difficult time.

An allotment plot holder attended the meeting to raise concerns regarding several unattended allotment plots.

The Chairman stated that the Parish Council was aware of these allotments as a site inspection had recently been undertaken. He confirmed that this was being actioned by the PC.

A resident raised concerns regarding parking in the village centre and stated that this was dangerous. Councillor Freshwater spoke regarding the problems and stated that this had been bought up with Medway Council in the past and no action had been taken.

This was discussed further and it was agreed that the Parish Council would write to Medway Council Highways Department to see whether a site meeting could be arranged to discuss the issues.

Action: Clerk to write to Medway Council.

ClIr Sands stated that the Parish Council should discuss the possibility of having its own traffic warden at some point in the future.

10. Financial Statement.

The Financial Statement was circulated to all members.

It was agreed that the following additional cheques would also be raised:

Cheque number 766 – Park Leisure (inclusive play equipment) – £14,399. 42

Cheque Number 767 – Medway Council (Burial-ground planning application)– £97.50

Cheque number 768 – Mrs Hipsey (meeting refreshments) - £50.00

The financial statement was then proposed by ClIr Gatfield, seconded by ClIr Shepperd, and agreed by all present.

The approved cheques were then signed by two authorised signatories.

Cllr Williams reported that a new strimmer needed to be purchased for the Parish Warden. He stated that there was a budget allocation for Repairs and Renewals and this would be used to purchase the strimmer.

11. 2017/2018 Budget.

The Chairman stated that the 2017/18 Precept had to be agreed by January 2017. He stated that a draft budget had been drawn up and would be deferred to the Finance and General Purposes Committee and a recommendation would be put forward to the Parish Council for ratification at the next parish council meeting.

Action: Finance and General Purposes Committee Meeting to be arranged.

12. Members Seating Arrangements.

Cllr Pearce spoke regarding the seating of members at a Parish Council meeting.

He proposed that the Parish Council use a U-shaped formation as the seating arrangement for PC meetings, he asked for a recorded vote to be taken regarding this proposal.

The Chairman spoke regarding this proposal and asked members for their views.

Cllr Rees stated that she felt that the room would be too small for this type of formation of chairs. The Chairman stated that a U-shaped formation may cause a problem for some councillors when discussing council matters.

Cllr Pearce spoke in response to the comments and asked for his proposal to be seconded.

The Chairman asked for a seconder for the proposal put forward by Cllr Pearce.

The proposal was not seconded and therefore a vote could not take place and the proposal was not carried.

13. Land for use as a Burial-Ground.

Cllr Rees informed members that the planning application was now ready to submit to Medway Council to discharge the conditions placed on the original planning approval for the burial-ground.

The Chairman spoke regarding the maintenance work undertaken at the burial ground and stated that the Parish Warden had been burning the rubbish as directed and a further bonfire would take place in the near future.

Cllr Rees praised the work of the Warden and the impact he had made in the clearance of the burial-ground vegetation.

She reported that the Oak Tree maintenance had been undertaken and the dangerous branches had been removed as agreed at the previous meeting.

The meeting was adjourned at 8:30PM for refreshments.

The meeting was reconvened at 8:45PM.

14. Planning Matters.

MC/16/4157 77 MAIN ROAD, HOO ST WERBURGH, ROCHESTER, ME3 9AA
Change of use from residential care home (C2) to HMO (sui generis).

Cllr Sands raised concerns regarding this application. He stated that he had spoken to Medway Council and they had no further information to support the proposals in the planning application.

This was discussed by members and it was agreed that the Parish Council would raise objections on the grounds of lack of supporting information.

He stated that he would liaise with Medway Council regarding this matter.

Action: Cllr Sands to make representations to Medway Council.

MC/16/4200 8 ST WERBURGH CRESCENT, HOO ST WERBURGH, ROCHESTER, ME3 9HJ
Construction of ancillary annexe.

MC/16/4154 A289 FROM FOUR ELMS ROUNDABOUT TO MEDWAY TUNNEL INCLUDING FOUR ELMS ROUNDABOUT, SANS PAREIL ROUNDABOUT, ANTHONYS WAY ROUNDABOUT, FRINDSBURY HILL, AND ADJACENT ROADS AND LAND
Highway improvements to the A289 from Four Elms Roundabout to Medway Tunnel including Four Elms Roundabout, Sans Pareil Roundabout, Anthonys Way Roundabout, Frindsbury Hill, and adjacent roads and land comprising of road widening, enlarging and realigning the three roundabouts, installation of a pedestrian/cycle path, two footbridges and a new traffic signal junction on Frindsbury Hill.

MC/16/4355 30 HOO COMMON, CHATTENDEN, ROCHESTER, ME3 8LT
Construction of a two storey side extension and additional off road parking to the front (Resubmission of MC/16/1082)

15. Lionel and Elsie Pearce Memorial.

No further matters were reported.

16. Parish Council Website.

The Chairman reported that the Parish Council's Website had now been taken off-line by Medway Council. He suggested that the matter concerning website should be referred to the Finance and General Purposes Committee. This was agreed by members.

Action: Item to be referred to the Finance and General Purposes Committee Meeting.

17. Allotments.

Cllr Perfect reported on the progress of the allotments.

She informed members that access to the allotments in via the car park in the Hoo Institute would be closed for a short period on 28 November as the car park being tarmaced. She stated that she would put up notices on the allotments notice board to inform allotment holders of the closure.

She reported that a meeting had been held with the Woodpeckers Football Team regarding the water supply and the new meter would be installed as agreed.

Cllr Tildesley reported that he had attended a site meeting with Cllr Perfect to inspect the allotments and they all appeared to be in good order with the exception of the three to be actioned.

Cllr Pearce spoke regarding his proposal for the Parish Council to provide additional allotments. A report was circulated to all members for information.

He asked the Chairman to allow him to put forward his proposal to members and to allow a vote to take place before a counter proposal was submitted.

With the Chairman's permission Cllr Pearce put forward his proposal for the Parish Council to increase the provision of allotments in line with the 1969 Thorpe Report.

Cllr Andrews stated that the allotment waiting list was not long and he felt that there was not a need for further allotment provision in the parish.

A general discussion took place regarding this proposal and it was noted that the Thorpe Report was over 50 years old.

The Chairman suggested that this matter was referred to the Allotments Committee for further investigation.

The Clerk confirmed that Cllr Pearce had put forward a proposal and was therefore entitled to seek a seconder to support this.

The Chairman therefore asked members if a member wished to second the proposal. No seconder came forward to support the proposal and therefore a vote could not take place and the proposal was not carried.

It was suggested by Cllr Williams that the report was put to the Allotments Committee for further examination at some point in the future. This was agreed.

18. Provision of All Inclusive Play Equipment.

Cllr Sands reported that the equipment has now been installed at the recreation ground as agreed.

He stated that he would request the balance of the grant from the Tesco's Fund.

Action: Cllr Sands to progress.

19. The Brook.

Cllr Tildesley updated members on the current situation regarding the Brook.

He stated that there had been a problem with the original system and Priscilla Mumby, Medway Council Officer had put forward an alternative system that would be more acceptable to Medway Council.

He stated that the new suggested system would be easier to install, however it would involve heavy plant to install the material. He stated that a revised quotation had been received for the sum of 6107.00 plus vat for the length of the Brook covering the Parish Council and Hoo Institutes area, this would be financed jointly by the Parish Council and the Institute.

He confirmed that the contractor had been looking into this to see whether he could secure a more cost effective quotation.

He stated that the new system would be installed within a three week period and he asked Members if they were happy to progress with the new suggested system.

This was approved by all present.

The Chairman reported that the car park at the Institute would be closed on 28 November for resurfacing and therefore the materials for the new system would need to be on site by this date. He suggested that due to the restricted timescales that any action should be deferred to the Finance and General Purposes Committee.

This was discussed and it was agreed that delegated authority would be given to the Chairman, the Vice-Chairman and Cllr Perfect to progress mid-meeting.

This was proposed by Cllr Savage, seconded by Cllr Rees, and agreed by all present.

Action: Delegated authority given to the Chairman, Vice-Chairman and Cllr Perfect to progress mid-meeting.

The Chairman adjourned the meeting at 9:10 PM to allow the Mayor and Mayoress to leave the meeting.

The meeting was reconvened at 9:15 AM.

20. Recreation Grounds.

Kingshill Recreation Ground refurbishment

Cllr Pearce spoke regarding the Woodland Trust Tree pack and stated that a large packet of poppy seeds had been supplied with the pack.

He asked members to consider a proposal to scatter the poppy seeds at the recreation ground amongst the newly planted trees.

In addition, he proposed that the Parish Council purchase additional poppy seeds at a cost of £95 per kilo to enable a lush covering of Poppies amongst the trees.

This proposal was seconded by Cllr Sands and a vote was cast in favour of purchasing additional poppy seeds as proposed by Cllr Pearce.

Action: Cllr Pearce to progress.

Cllr Pearce raised concerns regarding a dangerous pathway/ tarmac area at the entrance of Kingshill Recreation Ground that was dangerous.

This was discussed and Cllr Rees confirmed that the deeds showed that this area was the responsibility of the Parish Council. It was therefore agreed that quotations would be sought to repair this area.

Action: Cllr Williams to seek quotations for work.

Cllr Pearce reported that there appeared to be a wire fence at the perimeter of the recreation ground.

Cllr Rees stated that there were covenants on the deeds regarding this fencing and she suggested that a site meeting should take place to inspect the fencing. It was therefore agreed that Cllrs Rees, Tildesley, Williams and Pearce would attend a site meeting to inspect the fencing.

Action: Site meeting to be arranged as agreed.

Cllr Pearce reported that the litter bins and dog bins were due to be installed at the site in the near future and a Tree Planting event had been arranged for Saturday 19th of November at 10:30 AM.

Pottery Road Recreation Ground

The Chairman spoke regarding the overgrown vegetation at Pottery Road Recreation Ground.

He stated that this area had been inspected by himself and Cllr Williams and he suggested cutting back the vegetation, weeding the area and re-turfing as necessary.

He suggested that the work could be undertaken by the Parish Warden.

This was discussed by members and it was agreed that the three overgrown areas at the recreation ground would tidied and grassed be the Parish Warden over the winter period.

Cllrs Counsell and Andrews gave their apologies and left the meeting at 9:30 PM.

21. Ward Councillors Report.

Ward Councillor Roy Freshwater gave his report to the meeting.

22. Urgent Items.

No urgent matters were raised.

23. Date of next meeting.

1st December 2016.

There being no further business to discuss, the Chairman closed the meeting to the press and public at 9.36pm.

Signed.....

Chairman

Dated.....