

Minutes of Meeting held Thursday 16th February 2023

The Small Hall, Memorial Hall, Cliffe



PRESENT: Cllrs Robert Wyatt (Chair, RW), Peter Moore (PM), Ken Kentell (KK), Jim Wenban (JW), Chris Fribbins (CF), Fred Harper (FH) Susan McDermid (SM) and Joan Darwell (JD)

Parish Clerks- Alex Jack (Clerk PO), Michelle Dolley (Clerk RFO)

The meeting opened at 7.30

- NO ITEM**
- 133 APOLOGIES FOR ABSENCE** – Cllrs Barry Dibble (Family), Vivienne Walton (Work), Peter Clements (Holiday), Annette Cooper (Holiday), Sandra Fenney (Holiday) and Ray Letheren (Unwell).
- 134 DECLARATIONS OF INTEREST** – Cllrs SM, FH and CF (Cliffe Woods Community Association) Cllr JD (Cliffe Memorial Hall)
- 135 CO-OPTION** - There are a total of two vacancies, one vacancy in the Cliffe Woods Ward and one in the Cliffe Village Ward. They can be filled by co-option and run to May 2023 only
- 136 ADJOURNMENT**- A member of the public attended the meeting to enquire about the refurbishment of the bus shelter at Norwood Corner for the King's Coronation.
- 137 APPROVAL OF MINUTES OF MEETING**
Approval of Minutes of Meeting held on 19/01/2023- Subject to a minor amendment, these were proposed as correct by Cllr KK, seconded by Cllr JW- **ALL AGREED**
- 138 MATTERS ARISING FROM MINUTES OF MEETINGS** None
- 139 REPORT: CLERKS**
139.1 Clerk PO reported on the upcoming elections. Clerk PO also reported on the upcoming CILCA training.
- 140 REPORT: CHAIR**
Cllr Barry Dibble sent in a report. First was apologies for not attending this meeting. He also reported on the resignation of Clerk RFO and recommended that a locum Clerk RFO is employed in the interim period. The position should also be advertised on social media. This was proposed by Cllr RW, seconded by FH- **7 AGREE, 1 ABSTENTION- MAJORITY DECISION**
- 141 Report: Finance & General Purposes (Cllr Wyatt/Clerk RFO)**
The F&GP committee met on 07/02/23 at St Helens House, Cliffe.
a) To note financial reports (to 31/01/23)- **NOTED**
b) To note and consider Payments and Receipts and approve as necessary. **Cllr KK proposed to accept the payments, seconded by Cllr CF- ALL AGREED**
c) Recommendations from F&GP Committee
i) Cliffe Rec tree pollarding quotes- **Cllr JD obtaining additional quote- Defer for F+GP**
ii) KALC Community Award 2023- **Nominations were discussed**
iii) Change to Microsoft 365 IT system- **Awaiting confirmation, ongoing.**
d) Other items of note from F&GP Committee (no decisions required)
i) Risk assessment and Asset Register in preparation for AGAR- **Ongoing**
d) Other items of note from F&GP Committee (no decisions required) Other items of note from F&GP Committee (no decisions required)

141 B- Receipts and Payments October November

Receipts	January	February
Bank Interest	29.81	
VAT Return		643.66
Payments	Description	Amount
230202 Michelle Dolley	Jan Salary, Home Allow	

230203 John Davies	Jan Salary, Mileage	
230206 Alex Jack	Jan Salary, Mileage, Home Allow	
230207 Sue Davies	Jan Salary	
PAYMENTS MADE UNDER DELEGATED/ PRE-APPROVED POWERS		
230204 Vonage	Parish Phone for July	£10.25*
230208 British Gas	Changing Rooms Elec Bill	£236.53*
230209 KALC	CILCA Training	£72.00*
230210 KALC	CILCA Training	£72.00*
230211 KALC	CILCA Training	£72.00*
230212 Business Stream	Water Bill	£386.75
230213 Sue Davies	Cleaning materials	£36.60
230214 Alex Jack	Exspenses	£19.82
230215 Alex Jack	Laminating pouches	£9.99

- Represents VAT, Reclaimable

Cllr KK proposed to accept the payments, seconded by Cllr CF – ALL AGREE

142 **REPORT: ALLOTMENTS- Cllr Clements, Letheren**

Cllr RW reported that there has been two new allotment holders.

143 **Planning Committee (Cllr Harper)** The Planning Committee did not meet in December.

143.1 Planning applications received:

a) MC/23/0053 Woodfield, Cooling Common, Cliffe – Conversion of existing outbuilding incorporating garage into a dwelling with new windows, entrance doors and entrance canopy. **Comments sent prior: no objection.**

b) TPA/23/0115 The Coachhouse, Rectory Rd, Cliffe ME3 7RP – T1 - Sycamore - 15m high, reduce by maximum 3m or 20% all round T2 - Sycamore - 15m high, reduce by maximum 3m or 20% all round T4 - Ash - 10m high, reduce by maximum 2m or 20% all round T5 - Sycamore - 14m high, reduce by maximum 3m or 20% all round – **Comments sent prior: no objection.**

c) MC/23/0020 – Land to South of Existing Stables at Buddy's View, Perry Hill, Cliffe ME3 7TX - Application for a non-material amendment to planning permission MC/22/1771 for external alterations to front and side elevations – **Comments sent prior: no objections.****128.2 Nothing**

143.2- Deferred until next planning meeting

143.3 Other planning issues:

a) MC/22/0254 (Trenport) Land to the east and west of Church Street, Cliffe-

Parish Council has expressed the wish for Rule 6 and it was agreed to formally apply for this. Planning committee will also be seeking the views of the action group to enquire if they are applying for the same rule.

b) MC/21/1287 Redrow site, Oakleigh Fields, Town Road, Cliffe Woods

The planned meeting date was proposed for the 20/02/2023

c) Redrow land, south of Buckland Rd

d) MC/21/1694 Esquire development, View Road, Cliffe Woods

e) 2 Tennyson Avenue, Cliffe Woods

f) MC/22/1713 Retirement Development, View Road, Cliffe Woods

g) Draft Local Plan

144 **Cliffe and Cliffe Woods Neighbourhood Plan**

The formal complaint was acknowledged by Medway Council.

The referendum is planned for the 04/05/2023.

There were minor adjustments to be made, Cllr CF proposed to accept these, seconded by Cllr SM- **ALL AGREED**

145 Report: Other Committees

145.1 Footpaths and Common Land – General Report – Cllrs Cooper-

Nothing to report.

145.2 Personnel Committee- Cllrs Fenney, Walton & Clerks (as necessary)

Cllr RW asked to join this committee. No objections to this

146 Report: Other Bodies

146.1 Cliffe and Cliffe Woods Community Trust – Report – Cllr Kentell

Cllr KK, reported that there has been some fencing work completed. There was a gate that was hit and the Esquire Development has started work on the trees.

146.2 Cliffe Woods Community Centre Liaison- General Report- Cllr Walton-

Cllr CF reported that the association is still waiting on the planning application.

146.3 Cliffe Memorial Hall- General Report- Cllr Fenney/ Cllr Darwell

The drainage issues were reported. There has been recent filming taking place on the site and residents have been extras within this.

146.4 Brett's Liaison- Nothing to report- Cancelled date to be rearranged.

146.5 Rural Liaison Committee- Cllr Wyatt – Nothing to report. Next meeting in March

146.6 Kent Association of Local Councils- Cllrs McDermid/Harper- Next meeting in February 22/02/2023

146.7 Patient Participation Group- Cllrs McDermid/Fenney-

Cllr SM reported the deputy manager has resigned and a new one has been appointed. There were also the issues with the e-consult reported and amending this on the website if full on the day. This group is to help assist residents in reporting issues to the practice and it as recommended to promote this via social media.

146.8 Events- Cllr Darwell (Cliffe) and Cllr Walton (Cliffe Woods)-

Cllr JD reported on the planning of the Coronation event in Cliffe

Cllr VW reported on the Coronation event in Cliffe Woods

147 Other Reports –

Salt Bin in Cliffe Woods Car Park- Cllr KK is going to try and break the salt crust so this can be usable again.

Funfair requests- Deferred until the next F+GP Meeting

Other items to be handed to the Clerk for the next meeting on 16th March 2023 at 7:30 pm at the Emmanuel Centre

MEETING CLOSED AT 21:15

SIGNED BY..... CHAIR AND DATED.....