



# Cliffe and Cliffe Woods Parish Council

42 Quickrells Avenue, Cliffe, Rochester, Kent ME3 7RB

[www.cliffeandcliffewoods-pc.gov.uk](http://www.cliffeandcliffewoods-pc.gov.uk)

☎ 01634 566166

✉ [clerk@cliffeandcliffewoods-pc.gov.uk](mailto:clerk@cliffeandcliffewoods-pc.gov.uk)

To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held **Thursday 13th January 2022, at 19:30 in Emmanuel Centre, Parkside, Cliffe Woods.**

*All attendees are reminded that face coverings are now required by law in most indoor public places including Community Centres/Village Halls which includes the Emmanuel Centre. You are required to wear a face covering on entering any of these settings and must keep it on until you leave unless you are exempt or have a reasonable excuse for removing it.*

## 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 **Co-Option** There are currently two vacancies in the Cliffe Woods Ward following a resignation and an exclusion due to non-attendance. Both vacancies have been advertised and there was no call for election in the statutory period so the council can proceed to co-option.
- 4.0 **Adjournment** (Members of the public can question the Parish Council and raise issues) 30 minutes max, limit of 10 minutes per person. Technically not part of the parish council meeting.
- 5.0 **Approval of Minutes of Meeting held on 16/12/21**
- 6.0 **Matters Arising from Minutes of Meeting held on 16/12/21**
- 7.0 **Report: Clerks** (Clerk PO/RFO) – To Receive a verbal report on issues dealt with since last meeting, not on the agenda.  
Concern has been raised by councillors and residents following the death of a young Cliffe Woods teacher on Station Road in Cliffe. A memorial (format to be agreed, possibly a bench) is being planned at or near the school. Road safety issues to be raised with Medway Council Highways/Ward Councillors. It is possible that the speed limit could be reduced in that area by extending the limit south from the Cliffe direction, but enforcement will still remain an issue. Street lighting could be considered but there is a lack of dwellings in that location and it is outside the core village area.
- 8.0 **Report: Chair** – tba
- 9.0 **Report: Finance & General Purposes (Cllr Keates/Clerks)**
  - 1) **To receive a report and recommendations of the F&GP meeting held Tuesday 4<sup>th</sup> January 2022 in St Helens House Cliffe**
    - a. To note financial reports (to 31<sup>st</sup> December)
    - b. To agree Payments and note Receipts as necessary
    - c. To agree recommendations from F&GP
      - i. Changing Rooms –
        1. Outside Lighting for path to Small Hall. Agree the quote for BTD Electrical to install two PIR/LED floodlights to the outside wall.
        2. Boot Scraper – Agree the quote from AJS to install sockets in the grass outside the changing rooms for the Boot Scraper.
      - ii. Allotment Road – to review quote for repairing the road and sealing the surface when worst winter weather is past.
  - 2) **Annual Budget and Precept**
    - a. **Agree the Final Draft Budget** (following changes identified at F&GP, as circulated (based on a zero percentage increase in the Precept)).

- b. **Agree the Precept from 1/4/2022 to 31/3/2023** to pass to Medway Council for collection from local residents along with other precepting authorities from 1/4/22. (the Council Tax).

10.0 **Allotments – Cllrs Letheren, Clements, Clerk (RFO)** To receive a verbal report on the Allotments.

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

11.1 To receive a report on Planning issues dealt with by the committee under delegated powers and where the council is asked to decide/confirm - The committee did not meet in December.

11.2 Further Planning Applications Received since date of Planning Committee for decision or referral to Planning Committee

a) **MC/21/3500 2 Perry Hill Cliffe Rochester Medway ME3 7TX**

Construction of a first floor level with barn hip roof to create additional living accommodation and alterations to roof over existing single storey rear projection.

11.3 **Other Planning Issues :**

a) **Trenport Land Cliffe** –No Planning submission yet. There is a risk of this site being added to approved sites in the Local Plan because of removal elsewhere.

b) **Simpkins- MC/19/2836 (MC/16/3742)** Remaining reserved matters (appearance, landscaping, layout, and scale for the 50 Retirement homes (approved on appeal at outline stage) refused by Medway Planning – appeal to be decided on written representations – awaiting update. (St Helens Meadow). A further application received on the site MC/21/3380 Outline application with some matters reserved (appearance, landscaping, layout and scale) for construction of nine detached houses.

c) **MC/21/1287 Redrow(Gladmans) site West of Town Road** – Changes have been made following representations – 138 Private/48 Affordable, 184 Total (was up to 225), 3 Storey reduced to 2.5, no pedestrian access through Ladyclose/Mortimers.

d) **Esquire- MC/21/1694 (Orchard) South of View Road** – No further information or date for decision.

e) **Draft Medway Local Plan** – awaiting update as publication of Draft and Public Consultation has been postponed to late February 2022.

12.0 **Cliffe and Cliffe Woods Neighbourhood Plan**

Medway Council are being chased for a timetable for progressing the plan, without success. There is no procedure for reporting this problem. There has been no further update over Christmas/New Year.

13.0 **Report: Other Committees**

13.1 Footpaths and Common Land – General Report – Cllrs Cooper.

*Coastal Access, Grain to Woolwich: commencement of public access rights on 12th January 2022.*

13.2 Youth Liaison – General Report - Cliffe Woods – Cllrs McLeod (Chair), Wyatt, Fribbins & Dolley (Clerks)

14.0 **Report: Other Bodies**

14.1 Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllr Keates/Kentell

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. Annual meeting held 29/9.

14.5 Rural Liaison Committee – Cllr Keates

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 Exclusion of Press and Public to consider a confidential item

16.0 **KALC Community Award 2022** – Consideration of proposing a nomination for the Parish Area. The person or group should live or work in the parish council area.

17.0 Other Reports

**Other items to be handed to the Clerk for the next meeting on**

**Thursday 10<sup>th</sup> February at 7:30pm in the Small Hall, Memorial Hall, Church Street, Cliffe.**