

Hoo St Werburgh Parish Council

The Minutes of the Meeting of Hoo Saint Werburgh Parish Council  
Held in Hoo Village Hall on Thursday 1<sup>st</sup> September 2022 at 7pm.

Councillors present: Cutting  
Fray  
Pearce  
Perfect  
Rees  
Sands  
Savage  
Styles  
Tildesley  
Williams

Also: Parish Clerk, Mark McCree Community Safety Warden from Medway Council.

The meeting was chaired by Councillor Sands .

1. Apologies.

Cllr Sands spoke regarding the sad passing of Cllr Pamela Pratt. He paid tribute to her long service for the Parish Council and her positive work for the community.

Members held a minute silence in memory of Cllr Pratt.

Apologies and reasons for absence were received and accepted from Cllrs Counsell, Gissing, and Freshwater.

2. Declaration of Interests.

No interests were declared.

3. Minutes of the previous meeting.

The Minutes of the previous meeting were circulated to all present.

It was proposed by Cllr Cutting to accept these as a true record, seconded by Cllr Fray and agreed by all present.

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

4. Matters arising from the Minutes.

a. Safe Crossing of Bells Lane.

A meeting will be arranged for September to discuss a safe crossing of Bells Lane with MC. They have already stated that they would not be willing to install a crossing in Bells Lane, therefore the meeting will take place at school times to enable the Highways Officer to see the issues at school times.

b. Parish Council Email Addresses.

All members have now been issued with a Parish Council email address and instructions on how to use this are included in your meeting papers. This will be the only email address used following this meeting.

Any member still having issues should contact the Clerk who will assist with the process.

5. Ratification of decisions made under Delegated Authority during the summer recess.

1. Appointment of High Court Bailiff to remove travellers from Pottery Road Recreation Ground – cost £400+vat.

The Chairman spoke regarding the issue with travellers at the recreation ground and the process of removing these. He thanked the Clerk for her swift action, and thanked Cllr Rees and her husband for accompanying him on site to inform the travellers that they were trespassing on private land.

He stated the following their eviction a cleanup was undertaken at the recreation ground by Norse.

He reported that a concrete block has now been placed at the gate entrance to prevent further Invasion of the recreation ground. The security of the recreation grounds would be discussed at a future Environment Committee Meeting.

2. Tree Surgeon to remove fallen tree at Allotments – cost £320, but final cost to be confirmed as emergency work had to be undertaken to remove tree.
3. Appointment of Planning Consultant to assist with Future Hoo Consultation response, authority for this has previously be approved and we do have a budget – cost £1925+vat.
4. Training course for full time Warden – 26<sup>th</sup> August 2022 for Brush Cutting – cost £225 inc vat.

The decisions made under delegated authority were approved by members. (Williams/Cutting).

6. Public Comments.

Residents attended the meeting and spoke regarding the issue of motor bikes on the recreation ground which was an ongoing problem. Cllr Cutting confirmed that the police had the details of the bike and were aware of the situation.

A resident spoke regarding his ideas for dealing with this issue to ensure that as many people as possible reported the problems to the police.

Residents raise the issues with cars racing along the Ratcliffe Highway, it was confirmed that the police had taken action regarding this problem.

Mr Dunkley attended the meeting on behalf of the Marina Park and updated members on the situation regarding the homes built without planning permission. He confirmed that Medway Council had issued in Enforcement Notices regarding these.

## 7. Urgent Matters.

Pact Meeting – Cllr Cutting reported on a PACT meeting that took place in August, she stated that this was attended by 30+ people including Sergeant Holpin.

She stated that the Parish Council and residents felt let down by the lack of police presence in the village and the increased issues with drug dealing at the shops and recreation grounds.

She confirmed that rapid response CCTV had now been requested for the problem areas in the parish. MHS Homes had also been contacted to see if they could help and look at the issues with drugs and rubbish at the shops in Knights Road.

Mark McCree, the Community Safety Warden from Medway Council attended the meeting to speak with members regarding his role for the Community Safety Partnership in Medway.

He spoke regarding the issues raised at the PACT meeting and confirmed that they would deploy two CCTV cameras to cover Pottery Road Recreation Ground and Knights Road. He stated that these cameras could be used as evidence and would be in situ for twelve weeks.

Cllr Sands thanked Mr McCree for attending the meeting.

He spoke about the ongoing problems in the Parish, and the need for the Parish Council to consider options on how it could protect its residents. He spoke regarding a Community Marshall Scheme which was used in other villages in the UK, and stated that he was looking into this to see whether this would be something that the Parish Council could consider at some point in the future.

He confirmed that he would circulate information when he had further details.

## 8. Financial Matters.

### a. Financial Statement.

The Financial Statement was circulated to all members.

This was proposed by Cllr Styles, seconded by Cllr Williams, and agreed by all present.

### b. Grant Applications for consideration.

- Neighbourhood Plan Group – Grant application submitted for £8500 to assist with the completion of the NHP.

*The grant request for £8500 was considered and approved by members, it was confirmed that the PC would hold the funds for the NHP Group. (Perfect/Pearce)*

- wHoo Cares – Grant application submitted for £200 towards their Christmas celebrations for the parish.

*The grant request for £200 was considered and approved by members. (Williams/Fray)*

## 9. Clerks Report.

***To consider the following email from Medway Council.***

*As discussed, please see the comments below from Kyndi, in relation to current safety concerns regarding the camera located in Church Street, Hoo.*

*'The camera and the column have been kept stable by 2 guide ropes (one of which has now failed) causing the camera to sway. It is thought that this camera is now at risk of falling. In addition to this, the power feed to the camera and the power box itself are not up to standard.*

*Our recommendation on the maintenance report was to decommission the camera due to the danger this presents.'*

*I look forward to receiving any comments which you, or the Parish Councillors, would like to make.*

*Kind regards*

*Mark McCree*

*Community Safety Team Leader*

*Medway Council*

**Initial response from the PC is as follows:**

To confirm, the Parish Council does not want the CCTV to be removed from the village centre. This is a deterrent and over the past 15 years it has significantly reduced crime in the village centre, and to remove this would be a huge mistake.

Hoo St Werburgh suffers from a lot of anti-social behaviour, and this has always focused on the village centre, recreation grounds and the shops at Knights Road. The installation of the CCTV in the centre reduced the issues significantly.

The Parish Council strongly objects to the removal of this camera. We feel that the parish should not be compromised by Medway Councils reluctance to invest in a new camera when they are supported in prime locations such as Rochester. Hoo is a growing parish, and Medway feels that they can develop it at a fast rate without the backing of the electorate, therefore they should consider the growing anti-social behaviour in the area and make provision for additional and new CCTV rather than seek to take away the only camera we have.

In summary we object to the recommendation to have this removed. I will be reporting this to my next PC meeting and therefore further representations and views may follow.

**Members discussed this matter and agreed that the response submitted by the Parish Council was sufficient, the Parish Council objected to the proposal to remove the CCTV from the Village Centre and no further response was needed. These views were relayed to Mark McCree, who was in attendance at the meeting.**

**10. Chairman's Report.**

The Chairman gave his report to the meeting.

He reported that Bellways had contacted the Parish Council during the August recess regarding having a fence behind the Parish Councils fence at Kingshill Recreation Ground. He stated that the Parish Council raised concerns that weeds would grow between the fences, and this was relayed to Bellway.

## 11. Christmas Lighting .

### Christmas Tree

The Clerk reported that she had been in contact with a number of nurseries regarding a quotation for a living Christmas tree for the village centre.

Updated advice received from three reputable nurseries stated that the largest tree the PC could purchase to plant with a good survival rate was either a 4-foot Nordman Fir or 5-foot Norway Spruce, any larger than this and the roots will be too settled and too large and is unlikely to survive when replanted.

**Therefore, the PC was asked to make a decision on the action to take as follows:**

1. Risk purchasing a larger tree as first agreed with a high risk that it will not survive.
2. Purchase a smaller tree and having lighting on that for Christmas.
3. Purchase a smaller tree and plant in the agreed location, and in the meantime continue to purchase a larger cut tree for Christmas until the planted tree has established.
4. Do not plant a smaller tree but continue to purchase a cut tree each year for Christmas.

The options were considered and it was agreed that option three would be actioned, and the Parish Council would purchase a smaller tree to plant in the agreed location as advised, in the meantime it would continue to purchase a larger cut Christmas tree for the Village Centre until the planted tree was established. This was proposed by Cllr Savage, seconded by Cllr Cutting and agreed by your present.

**Action Clerk to progress.**

### Lamp Post Lighting

MC have confirmed that the cost of this year's lighting will be £635.75, this year it is less than before because they will not be using the rope light under the pole features, these are old and no longer usable so each streetlight will just have the pole mounted feature.

A quotation for new rope lights was requested, however they are no longer available and have been discontinued. The PC can not purchase elsewhere as we have to go through Medway Council and their contractor for the lights.

This was discussed and it was agreed that the Parish Council would like to have additional lights, therefore the Clerk was asked to take this matter up with Medway Council to see what options were available.

**Action: Clerk to progress.**

## 12. Parish Council Committees.

To receive the reports and recommendations from PC Committees.

### a. Personnel Committee.

Meeting Date to be arranged to discuss the following issues:

- Review of Part-time Wardens Post.

### b. Environment Committee.

Meeting Date to be arranged to discuss the following issues:

- Security of PC Recreation Grounds.

- *Wardens Work Schedule.*
- *Burial Ground.*

### 13. Planning Matters.

#### a. Planning Applications Received.

MC/22/1316 Windwhistle, Chattenden Farm, Lodge Hill Lane, Chattenden  
Construction of balconies at first floor level; enlargement of existing windows; insertion of solar panels to the roof and bi fold doors to ground floor southwest elevation; replace all doors and windows to aluminium black - resubmission of MC/21/2415.

**Action: PC Objections**

MC/22/1591 111 Bells Lane, Hoo St Werburgh, Rochester, Medway, ME3 9HY  
Construction of a 2-storey side extension with single storey rear extension; Construction of a detached garage to front.

**Action: No Objections**

MC/22/1865 1 Elm Tree Cottages, Chattenden Lane, Chattenden, Rochester  
Construction of a single storey extension to rear and part extension to side- demolition of conservatory.

**Action: No Objections**

MC/22/1736 Fenn Bell House, Fenn Bell Inn, Ratcliffe Highway, St Mary Hoo  
Change of use from equestrian land to create an extension.

**Action: No Objections**

MC/22/1845 The Hundred of Hoo Academy, Main Road, Hoo St Werburgh  
Construction of an additional dining hall and connecting lobby and extension to Pavilion to provide changing facilities - removal of existing containers

**Action: No Objections**

MC/22/2044 43 Elm Avenue, Chattenden, Rochester, Medway, ME3 8LZ  
Construction of a single storey extension to the rear incorporating roof lights.

**Action: No Objections**

MC/22/2062 16 Miskin Road, Hoo St Werburgh, Rochester, Medway, ME3 9EB  
Construction of conservatory to rear.

**Action: No Objections**

MC/22/2090 7 Everest Drive, Hoo St Werburgh, Rochester, Medway, ME3 9AN  
Construction of a single storey extension to rear along with a new pitched roof to existing side extension.

**Action: No Objections**

#### APPLICATIONS DETERMINED BY MEDWAY COUNCIL

MC/22/1489

Land At Eschol Road Hoo St Werburgh Rochester Medway

*Town and Country Planning Act (Environmental Impact Assessment) (England and Wales) Regulations 2017 (as amended) request for a scoping opinion for 30,000 sqm of manufacturing floorspace comprising classes B2, B8 and E, including associated landscaping, sub-station, gate house, modular storage, vehicular access, and associated infrastructure.*

*EIA Required*

*MC/22/1370*

*The Windmill Ratcliffe Highway Hoo St Werburgh Rochester Medway ME3 8QB  
Details pursuant to conditions 6 (EV Chargers), 8 (Parking), and 10 (Gas safety) on planning permission MC/21/3311 - Change of use of Public House for the provision of health services at ground floor level and small business centre office at first floor level with associated internal and external alterations and car parking*

*Discharge of Conditions*

*MC/22/0843*

*Unit 1A London Medway Commercial Park James Swallow Way Hoo St Werburgh Rochester Medway ME3 9GX*

*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.*

*Approval with Conditions*

*MC/22/1104*

*Rochester Crescent Hoo St Werburgh Rochester Medway ME3 9JH*

*Construction of a part two storey side/part single storey front extension - demolition of porch to the front and detached store to the side*

*Approval with Conditions*

**b. Section 106 Green Spaces Project.**

*A meeting with Fiona Leadley has taken place and the agreed work at the recreation grounds are being progressed. This will be a lengthy process but will be undertaken within the S106 timescales. A separate report will be issued to update members on the agreed improvements for formal ratification.*

**c. Other Planning Matters.**

Members discussed the work of Medway Council regarding the Hif Project.

**14. Neighbourhood Plan Report.**

CLlr Cutting reported on the work of the Neighbourhood Plan Group.

She stated that the Plan was currently with Medway Council for screening, and they were hoping to have a Referendum with the elections in May 2023.

She asked for an item to be placed on the next agenda to approve Regulation 14 for the Neighbourhood Plan.

**Action: Clerk to place item on next agenda.**

15. Ward Councillor Report.

Cllr Sands gave his report to the meeting as Ward Councillor.

16. Date of next meeting.

Date of next meeting – Thursday 6<sup>th</sup> October 2022.

There being no further business to discuss, the Chairman closed the meeting to the press and public at 9.10pm.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_