



Cliffe and Cliffe Woods Parish Council

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

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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 12th November 2020, at 19:00 on ZOOM Meeting ID: 874 7313 7083 Passcode: 116189**

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 15/10/20**
- 5.0 **Matters Arising from Minutes of Meeting held on 15/10/20** (see action list with minutes and any issues from the core minutes).
- 6.0 **Co-option of Parish Councillors for Cliffe Woods** Both vacancies can now be filled by co-option following advertisement of the position.
- 7.0 **Report: Clerks** (Clerk PO/RFO) – To Receive a verbal report on issues dealt with since last meeting, not on the Agenda.
- 8.0 **Report: Chair** – tba
- 9.0 **Report: Finance & General Purposes (Cllr Dibble/Clerks)**

To receive a report and recommendations of the F&GP meeting held Tuesday 6th October Online/Zoom

 - a) To note financial information to 31/10/20 circulated.
 - b) To agree receipts & payments and approve for November 2020 as necessary (including any updates since the F&GP as indicated) Salaries and Insurance Premium payments were approved by the committee under delegated powers
 - c) To agree recommendations
 - a. Christmas items
 - b. Budget 2021/22 – Council suggestions on financial scope required. Some ideas provided.
 - d) To note other items from the committee
 - a. Schedule of planned works:
Play Area – Safety Surfacing 10/11, Container Electrical Supplies 11/11, Buttway Drainage to be scheduled)
 - b. Relief Caretaker – to liaise with Personnel Committee
 - c. Follow-up Cliffe Woods Car Park Barrier
- 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))

To receive a report on Planning issues dealt with by the committee under delegated powers and where the council is asked to decide/confirm.
- 11.1 **Delegated Powers (To Note)**
 - a. **MC/20/2091 - 38 Brookmead Road Cliffe Woods Rochester Medway ME3 8HL**
Extension of porch to front and replacement of flat porch roof with pitched roof

- b. **MC/20/2623 Brett Marine Aggregates Ltd Salt Lane Cliffe Rochester Medway ME3 7SU**
Details pursuant to condition 3 (Habitat), 4 (Landscape Plan) and 5 (CEMP) on planning application MC/20/1402 for Application for non-material amendment to planning permission MC/17/1053 to enable a 6 month extension of time to submit pre-commencement schemes, prior to the re-commencement of infilling and restoration activities at Chalk Lake, Kent ME3 7SU
- c. **MC/20/2619 Honeysuckle House Merryboys Road Cliffe Woods Rochester Medway ME3 7TP**
Application for a Lawful Development Certificate (Proposed) for the construction of a single storey extension to rear with low profile roof lantern - (Alteration to front double garage from double doors to single)
- d. **MC/20/2653 11 Elford Road Cliffe Rochester Medway ME3 7EF**
Construction of a single storey extension to front/side and rear

Resolved: No Objections, no response required to Lawful Development Certificate.

11.2 **Applications Received since the Planning Meeting**

- a) **MC/20/2769 14 Quickrells Avenue Cliffe Rochester Medway ME3 7RB**
Construction of a single storey extension to front and conversion of garage to facilitate habitable accommodation **Decision Required**

11.3 **Other Planning Issues:**

- a) 9 View Road – Medway Council report no impact on bus stop
- b) 'Gladmans' – Trial digs, but no development as detailed planning permission still required.
- c) Orchards, View Road – Exploratory works but not pre-planning discussions or planning application s nothing too assess.

11.4 **Future Planning** No further updates

12.0 **Cliffe and Cliffe Woods Neighbourhood Plan**

To receive a report on the activities and progress of the Neighbourhood Plan Steering Committee. Draft consultation (regulation 14) will take place 1/12/2020 to 26/1/2021 Leaflet to all, Webinar, Face to Face (Covid restrictions), Web page.

13.0 **Report: Other Committees**

- 13.1 Footpaths and Common Land – General Report – Cllrs Harper and Darwell
- 13.2 Youth Liaison – General Report - Cliffe Woods – Cllrs Walton, McDermid, McLeod, Wyatt – Arrangements still to be made for meeting.

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 – Cllrs Dibble/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 10th December 2020 arrangements for the meeting to be circulated dependant on COVID-19 restrictions) at 7:00pm if ZOOM (to be confirmed)

<https://us02web.zoom.us/j/87473137083?pwd=SWd4Si9QM3pNS28wN3FVT1hRZW4Zz09>

Meeting ID: 874 7313 7083 Passcode: 116189

Dial by your location 01203 481 5237 Meeting ID: 874 7313 7083# , Participant Id:# , Passcode: 116189#

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.