

**Hoo St Werburgh Parish Council**

**The Minutes of the Meeting of Hoo Saint Werburgh Parish Council**  
**Held via Zoom on Thursday 4<sup>th</sup> March 2021 at 7.00pm.**

***Councillor's present: Counsell***  
***Cutting***  
***Fray***  
***Freshwater***  
***Gissing***  
***Pearce***  
***Perfect***  
***Rees***  
***Sands***  
***Savage***  
***Styles***  
***Tildesley***  
***Williams***  
***Winstanley***

***Also: Parish Clerk.***

***The meeting was chaired by Councillor Tildesley .***

**1. Apologies.**

Apologies were received from Cllr Pratt.

**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 Williams to accept these as a true record. This was seconded by Cllr Styles and agreed by all present.

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

**4. Matters arising from the Minutes.**

Cllr Williams informed members that a Vaccination Centre was due to open at the Pentagon, Chatham from Monday 8<sup>th</sup> February.

He stated that the Medway Rotary Club were running a *Cabs for Jobs Scheme*, this was working well, and they had raised £6500 towards this.

This was discussed, and it was agreed to send a letter of thanks from the Parish Council, at the end of the scheme.

**5. Public Comments.**

No matters were raised.

**6. Urgent Items.**

Cllr Perfect stated that she had received complaints about the rubbish at the top of Fourwents Road. This was discussed, and it was agreed that more bins were needed in the parish, and they needed to be emptied more regularly.

***Action: Clerk to liaise with Norse and request additional bins in the parish.***

Cllr Winstanley stated that she had also complained about the fly tipping and litter along Peninsula Way.

Cllr Sands stated that Medway Council had confirmed that they would be undertaking a litter lick along this route, overnight in the next 10 days.

**6. Public Question Time.**

No matters were raised.

**7. Financial Matters.**

The Financial Statement was circulated to all members.

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

**8. Chairman's Report.**

No matters were raised.

**9. Clerks Report.**

The Clerks report was noted by members.

Cllr Sands asked if it was a requirement for Parish Councillors to have their own email addresses. The Clerk confirmed that it was recommended that parish councils considered this. She stated that now that the PC Website was compliant with the Accessibility Regulations, the email addresses would be the next stage in ensuring that the Parish Council was compliant with the Data Protection Regulations.

**10. Neighbourhood Plan Report.**

Cllr Cutting reported on the progress of the Neighbourhood Plan.

She stated that the Plan was now at a critical stage and the group were working on the Local Green Space Policy, it was moving to discuss land availability with local landowners.

She stated that the Group was currently working on an advert for the Village Voices.

She reported that Medway Council was keen for the Plan to be submitted as a Regulation 14, however the Planning Consultant had advised that this was not a good idea, as the screening and Regulation 14 should not take place at the same time because this would limit the chances of having the Plan amended.

The Chairman thanked Cllr Cutting for her report.

#### **11. Finance, Audit and General Purposes Committee Report.**

The minutes from the recent finance, Audit and General Purposes Committee meeting were circulated to all members with a recommend to approve the circulated Job Description, and the progress with the appointment of a Part Time Warden.

Cllr Williams spoke regarding the minutes and the report regarding the part-time warden post.

He stated that Cllr Rees has raised issues regarding a Value for Money Report that the Clerk had conducted for the current warden's role in 2010, as she felt that a similar exercise should have been conducted to justify the appointment of a part-time warden. He stated that he was willing to update the Report to cover the part-time warden.

Cllr Savage stated that she supported that recommendations from the FA&GP Committee to progress with the appointment of the part-time warden.

Cllr Sands supported this view.

Cllr Rees stated that she was concerned that the Parish Council was not following the correct procedures and may not be getting value for money as no other options had been considered.

This was discussed by members, and Cllr Sands stated that the December Parish Council minutes had recorded the decision of the Parish Council to employ a part-time warden.

Cllr Rees stated that she wanted to be sure that the Parish Council followed the correct procedures, and she felt that the report undertaken in 2010 had set a previous precedent.

This was discussed further, and it was agreed that Cllr Williams and the Clerk would update the 2010 Value for Money Report and present this to the April PC meeting.

***Action: Cllr Williams and Clerk to action.***

#### **12. Environmental Committee Report.**

The minutes from the Environment Committee were circulated to all members with a recommendation covering the Section 106 report for the improvements of Hoo Common and Kingshill Recreation Ground, the Dog Park and Burial Ground. These were considered as follows:

##### Section 106 Report for Kingshill Recreation ground and Hoo Common.

The report and update report were circulated and discussed.

Cllr Sands raised concerns that the report had been drafted by Medway Council and he questioned their involvement.

Cllr Tildesley explained that the report had been put together by Medway Council following a Zoom meeting with Fiona Leadley, Cllr Williams, and himself. The purpose of the meeting was to draft a Master Plan of improvements and enhancements to Kingshill Recreation Ground and Hoo Common as there was a large amount of Section 106 funds available to finance this. The Master Plan was not final, it was a starting point for the PC to work on.

Cllr Williams stated that a Public Consultation with residents should take place to draw together ideas for consideration.

The report was discussed by members and it was agreed that the PC would undertake a Public Consultation with residents, advertising this in the Village Voices, and on the PC Website and Facebook Page.

**Action: Clerk/Cllr Pearce to progress.**

#### Dog Park

The recommendation regarding the Dog Park was noted by members. It was agreed that this would now be covered by the Public Consultation being undertaken for the Recreation Grounds.

#### Burial Ground

The recommendations put forward for the Burial Ground were approved by members.

Bellway Fence Access – Cllr Sands raised concerns regarding the lack of consultation with the Parish Council concerning the access from the Bellway development onto Kingshill Recreation Ground. He stated that the developers had numerous opportunities to meet with the PC, but to date this had not happened. A meeting had now been arranged; however, this was being progressed on the assumption that access would be approved by the PC.

This was discussed by members and it was agreed that the PC would not grant access at this point in time, and the Clerk was asked to write to Bellways to inform them of this decision.

**Action: Clerk to action.**

### 13. Planning Matters.

#### a. Applications Received.

MC/20/3329 4 Elm Tree Cottages, Chattenden Lane, Chattenden, Rochester  
Construction of a 3 bedroomed detached dwelling with detached garage to front adjacent to existing dwelling.

**Objections – encourage car use.**

MC/21/0305 Dux Court, Dux Court Road, Hoo St Werburgh, Rochester, Medway  
Repair to cracking and associated damage in a number of areas internally and externally following localised subsidence damage., Works to include stabilisation of the front single storey porch, strengthening to the modern flat roof side extension and superstructure repairs internally and externally, coupled with redecoration.

**No objections.**

- MC/21/0092 Unit 1A , London Medway Commercial Park, James Swallow Way  
Installation of roof mounted solar photovoltaic panels with an output of approximately 1.3MW  
**No objections.**
- MC/21/0360 3 Sanctus Court, Hoo St Werburgh, Rochester, Medway, ME3 9GN  
Construction of a double garage to front.  
**No objections.**
- MC/21/0300 Land at Hoath Lodge, Chattenden Lane, Chattenden, Rochester  
Construction of 3x bedroom detached dwelling with associated parking and vehicle access including access and parking to existing property.  
**Objections – encourage car use.**
- MC/21/0436 Hoo Peninsula, Medway  
Town and Country Planning Act (Environmental Impact Assessment) (England and Wales) Regulations 2017 (as amended) request for A scoping opinion for highway improvements over 6 phases:, Phase 1 includes a new junction controlled by traffic signals to link the A289 With Islingham Farm Road, plus improvements to Higham Road and Woodfield Way. , Phase 2 includes a new relief road, connecting Upchat roundabout to the A228. A new spur link road and roundabout will also be introduced to ease Congestion. , Phase 3 entails improvements to the existing Bell's Lane roundabout to Accommodate traffic growth., Phase 4 shows the measures to be implemented at Ropers Lane roundabout to accommodate the new rail station., Phase 5 consists of improvements to Four Elms roundabout., Phase 6 involves upgrading the existing A289 Wulfere Way and Sans Pareil Roundabout to ease network congestion.
- Cllr Sands stated that this was a complex planning application and he suggested that the Parish Council may need professional planning guidance to assist with its planning representations to Medway Council.
- He stated that the PC had already submitted its objections to the HiF Bid and further representations could be submitted if necessary.  
**Objections already submitted by the PC.**
- MC/20/2980 Land Off Lodge Hill Lane , Chattenden, Rochester, Medway, ME3  
Outline application with some matters reserved (appearance, Landscaping, layout, and scale) for the construction of 8 to 12 self build Dwellings, provision of open spaces, landscape buffers, drainage features and Earthworks. Enhancement and widening of existing access track from Lodge Hill Lane and formation of two new cross-over accesses from Lodge Hill Lane To serve two dwellings.  
**Objections already submitted by the PC.**

MC/20/2979 Land to The North Of 2 Farm Cottages , Lodge Hill Lane, Chattenden, Rochester, Demolition of existing structures and erection of 9No. Residential Dwellings. Formalisation of the existing access from Lodge Hill Lane and Provision of associated car parking, hardstanding, landscaping, and Infrastructure including drainage and earthworks.

***Objections already submitted by the PC.***

MC/21/0514 Unit E, Hoo Marina Industrial Estate, Vicarage Lane, Hoo  
Construction of an industrial unit (use class B2).  
Cllr Sands suggested the PC submit objections to this application due to safety and the closeness of the building to residential properties and he suggested that there should be no B2 use. He suggested that tin should be B8 use only with no chemicals/inflammatory goods.

Cllr Perfect stated that the industrial estate was there before the residential properties and therefore she disagreed with this. Cllr Gissing support these comments.

This was discussed by all members and it was agreed that the Parish Council should object to the application on safety grounds with no B2 use, a proper fire break and restricted hours.

***Objections.***

#### **14. Ward Councillors report.**

Cllr Sands gave his report to members, he reported on the following:

- The police had agreed to increase patrols of the Seawall due to issues with bikes.
- He was lobbying Medway Council regarding the issues with parking in the parish.
- He had spoken with Esquire Developers regarding their contractors parking and farmers access to their fields.

Cllr Sands spoke regarding the number of contentious planning applications for development being submitted, he suggested that the Parish Council may wish to consider seeking professional assistance in submitting representations to Medway Council. He asked for members approval to arrange a Planning Committee meeting to consider this further and prepare a report for PC consideration. This was agreed by members.

***Action: Clerk to arrange a Planning Committee Meeting.***

#### **15. Date of next meeting.**

Date of next meeting – Thursday 1<sup>st</sup> April 2021.

***There being no further business to discuss, the Chairman closed the meeting to the press and public at 9.25pm.***