



Cliffe and Cliffe Woods Parish Council

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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 15th October 2020, at 19:00 on ZOOM Meeting ID: 819 0143 4376 Passcode: 278386**

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 10/09/20**
- 5.0 **Matters Arising from Minutes of Meeting held on 10/09/20** (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.
Cllr Harper has requested a re-consideration of the start time for Thursday meetings (Planning have agreed to revert to a 7:30 start) due to personal circumstances. The council to consider starting at 7:30 in future – Recommendation sought.
Remembrance Sunday 8th November – Poppy Wreath purchased. There will be a much reduced presence at the Cliffe St Helens Memorial, although final details not yet known.
- 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 30/9/20 circulated.
 - b) To agree receipts & payments and approve for October 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. **Check Speed Signs** Recommended that the proposal for solar powered variable message signs (with recording) be investigated further re. full cost, potential locations and procedure for installation (Medway Council Highways approval required)
 - d) To note other items from the committee
 - a. The council approved the tender for the power supply extension to the Football Container at the September meeting but following further investigation some technical concerns were raised regarding the prior extension into the Rugby Container. Under delegation arrangements and in consultation with the Chair/Vice Chair the Clerk (PO) offered the work to the alternate supplier/electrician on the basis of their quote as they would also correct the issues with the original extension (cost had been included in their quote).
 - b. **AGAR (Annual Report) 2019/20** – This has been signed off by the external auditor with a comment about the Asset value stated on the return. After discussion about this, and further investigation, the committee have agreed that the 2019/2020 value will be restated in the 2020/21 return and the 2020/21 value will include corrections identified.

- c. **BUDGET 2021//22** - Councillors are requested to provide/ideas they would like considered for the annual budget (November/December/January F&GP Meetings) to the Clerk (RFO). The budget will be agreed at the January 2021 Council meeting. The Clerk (RFO) will suggest a draft budget strategy in November following the additional/exceptions calls on the council's reserves this year.

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/20/2075 - 44 North Road Cliffe Rochester Medway ME3 7UH** (Cllr Darwell took no part in the discussion or voting in the item due to her declared interest)
Construction of a two-storey side extension - demolition of garage to side
- Objection to plan as submitted. Concerns raised regarding matters of privacy between the proposed side extension and neighbouring property. Also query plan details that do not appear to show any internal access to the Games Room.
- b) **MC/20/2129 - 103 View Road Cliffe Woods Rochester Medway ME3 8UG**
Construction of an attached garage to side - No Objection
- c) **MC/20/2148 - 20 Battlesmere Road Cliffe Woods Rochester Medway ME3 8TR**
Construction of a two-storey extension to side- demolition of existing, detached outbuilding/garage - No Objection
- d) **MC/20/2241 - 20 Shaw Close Cliffe Woods Rochester Medway ME3 8JR**
Construction of a two-storey extension to front/side with a single storey extension to front and rear - No Objection
- e) **MC/20/2090 3 Ham River Hill Cliffe Woods Rochester Medway ME3 8EX**
Application for a Lawful Development Certificate (Proposed) for the construction of a detached pre cast concrete garage- No reply required.
- f) **MC/20//2298 4 Woodside Green Cliffe Woods Rochester Kent ME3 8JZ**
Construction of a single storey extension to front.
Drawings were not available at the time of the meeting. A decision was required by 15th October so dealt with under delegated powers. **Planning Chair to report**

Applications Received since the Planning Meeting

- 11.2 g) **MC/20/2374 16 Milton Avenue Cliffe Woods Rochester Medway ME3 8JS**
Raising of roof height to facilitate first floor extension and construction of two storey side extension - demolition of existing shed. **Decision Required**

11.3 **Other Planning Issues:**

- a) "Simpkins" Detailed Planning Refused on grounds of design
- b) "Gladmans" Outline Planning Permission Granted after initial deferment. Planning officers reported no scope for refusal remained as refusal grounds on the initial application had now been resolved. Additional s106 for cycle path from development to Buckland Road has been added to overcome parish concerns that there was only one alternative to the car (Arriva peak only bus to Strood Station) – POLICY BNE25.

11.4 **Future Planning**

- a) **Trenport Investments (500 Homes in Cliffe)**
There was now a concern that national planning policy (and suggested changes) along with the "Gladmans" decision could encourage a planning application.
- b) **National Planning Issues** Concerns that the scope for further development in the parish area had been increased by National Planning Policies and proposed changes. Even if there was a 5 year land supply for homes, if development was not fast enough (app. 2,000 per annum) additional 20% buffer would need to be allocated. A brief verbal report on the Online meeting with Dave Harris (Medway Planning Manager) Tuesday 6th October will be given by Clerk (PO), Cllrs Harper and McDermid.

12.0 **Cliffe and Cliffe Woods Neighbourhood Plan**

To receive a report on the activities and progress of the Neighbourhood Plan Steering Committee. Draft Documents submitted to Medway Council for Regulation 14 consultation. As this was the first in Medway, they are investigating the process and helping with some drafting issues.

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 12th November 2020 arrangements for the meeting to be circulated dependant on COVID-19 restrictions) at 7:00pm if ZOOM (to be confirmed)

Join Zoom Meeting (click on link below)

<https://us02web.zoom.us/j/81901434376?pwd=aWplWEIiYzRWclNHUU4vSWx3ZzNkdz09>

From ZOOM

Meeting ID: 819 0143 4376

Passcode: 278386

Audio Connection (if your computer does not have a microphone/speaker or no computer)

Dial by your location

0203 901 7895, 0131 460 1196, 0203 051 2874, 0203 481 5237, 0203 481 5240

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