



# Hoo Saint Werburgh and Chattenden Parish Council

Parish Clerk: Mrs Sherrie Babington  
4, Birkhall Close, Walderslade,  
Chatham, Kent, ME5 7QD  
Telephone: 01634 868855  
Email: [clerk@hoopc.org](mailto:clerk@hoopc.org)

To all Members of the Parish Council.

Notice is hereby given, that the next Meeting of the Parish Council is to be held on Thursday 5<sup>th</sup> October 2023 at 7.00pm at Pottery Road Hall, Members are hereby summonsed to attend.

1. Apologies.

*Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.*

2. Declaration of Interest.

*To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.*

*To consider any Dispensation requests received by the Parish Clerk and not previously considered.*

3. Approval of the minutes of the previous meeting.

*To consider the minutes of the previous meeting and if in order sign as a true record.*

4. Matters arising from the Minutes.

5. Public Participation.

*To discuss any questions received by members of the public.*

6. Police and PACT Report.

*To receive a report regarding police matters and the PACT.*

7. Urgent Matters (if any with the Chairman's consent).

*To consider any urgent matters raised by members.*

8. Parish Council Administration.

a. 2023 Policy Review.

*To review the PC Policies for 2023.*

Existing Policies for readoption – no changes

- Standing Orders
- Financial Regulations
- Social Media Policy

- *Bullying and Harassment Policy*
- *Complaints Policy*
- *Email Policy*
- *Data Protection and Information Security Policy*
- *Equal Opportunities Policy*
- *Equality and Diversity Policy*
- *Grants Policy*
- *Health and Safety Policy*
- *High Consequence Infectious Disease Policy*
- *Metal Detecting Policy*
- *Public Participation Policy*
- *Reserves Policy*
- *Section 101 Scheme of Delegation Policy*
- *Tree Management Policy*

*New Policies for Consideration*

*To be circulated and placed on future Agenda.*

**9. Financial Matters.**

*a. To consider the monthly financial statement.*

*Financial Statement will be circulated in paperwork at PC meeting.*

**10. Clerks Report.**

*To receive the Clerks Report.*

**11. Chairman's Report.**

*To receive the Chairman's Report.*

**12. Parish Council Committees.**

*To receive the reports and recommendations from PC Committees.*

*a. Environment Committee.*

*b. Finance, Audit and General Purposes Committee.*

**13. Planning Matters.**

*a. Planning Applications Received.*

*APPLICATIONS RECEIVED SINCE THE LAST MEETING*

*MC/23/1935 42 Chattenden Lane, Chattenden, Rochester, Medway, ME3 8NL  
Resubmission of MC/21/1935 for the construction of a new terrace comprising of four x 3-  
bedroom dwelling houses with associated landscaping and parking - demolition of existing  
property.*

*MC/23/2089 24 Elm Avenue, Chattenden, Rochester, Medway, ME3 8LZ  
Construction of a first-floor side extension, conversion of garage into habitable room and  
extension to existing vehicular crossover*

*MC/23/1920 8 Vicarage Lane Hoo St Werburgh Rochester Medway ME3 9AZ*

APPLICATIONS DETERMINED BY MEDWAY COUNCIL

MC/23/1811

*The Hundred of Hoo Primary School Main Road Hoo St Werburgh Rochester Medway ME3 9HH  
Details pursuant to condition 15 (construction surface water management plan) and 21 (climate change verification) on planning permission MC/22/0974 for Construction of a two-storey extension with associated external works incorporating the expansion in the capacity of the staff car park and reconfigured early years play area and playground*

*Discharge of Conditions*

MC/23/1788

*Plot 2, London Medway Commercial Park James Swallow Way Hoo St Werburgh Rochester Medway*

*Details pursuant to condition 8 (construction ecological management plan) on planning permission MC/21/1383 - Development of Plot 2 for Class E(g)(iii) industrial processes/B2 general industrial/B8 storage and distribution uses, access, parking, drainage, landscaping and associated works including means of access.*

*Discharge of Conditions*

MC/23/1715

*231 Knights Road Hoo St Werburgh Rochester Medway ME3 9JN*

*Construction of a single storey rear extension*

*Approval with Conditions*

MC/23/1635

*The Windmill Ratcliffe Highway Hoo St Werburgh Rochester Medway ME3 8QB*

*Variation of condition 6 (EV chargers) on planning permission MC/21/3311 for reduction in the provision of electric vehicle charging points from 4 to 2.*

*Approval with Conditions*

MC/23/1592

*59 Main Road Hoo St Werburgh Rochester Medway ME3 9AA*

*Construction of a part single-storey/part two-storey extension to the front/side and creation of a covered porch to the front*

*Withdrawn by Applicant*

MC/22/3014

*Plot 6 Kingsnorth Industrial Estate Hoo Rochester Medway ME3 9ND*

*Construction of a building to provide 334m<sup>2</sup> of staff offices and welfare facilities to serve the existing commercial plot at Kingsnorth Industrial Estate.*

*Approval with Conditions*

*b. Other Planning Matters.*

*To consider other planning matters.*

*c. Local Plan Consultation.*

*Vision for Medway in 2040*

*The plan's vision is to establish Medway as a leading regional city, connected to its surrounding coast and countryside; with a thriving economy, where residents enjoy a good quality of life and there is a clear strategy for addressing climate change and strengthening natural assets.*

*Through the new Local Plan, we want to achieve:*

- *A sustainable and green future*
- *Supporting people to lead healthy lives and strengthening our communities*
- *Secure jobs and develop skills for a competitive economy*
- *Boost pride in Medway through quality development.*

*The new plan will guide Medway's growth – for homes, jobs and services and infrastructure. It will balance growth with protecting what is special about our area, and seeking opportunities for improvements where there are issues to be tackled.*

### **Regulation 18 consultation – Setting the Direction for Medway 2040**

*We are at Regulation 18 stage. This is a formal stage in the preparation of new Local Plan for Medway. Following the council cabinet decision earlier this month, we are running a six-week public consultation from today (Monday, 18 September) until Tuesday, 31 October. Watch our video here*

*The consultation will help to define priorities for our environment, communities and economy. This is where you can have your say on the emerging plan's key themes, priorities and vision, including improvements to the local environment, supporting communities and strengthening the economy. Residents can also tell us their views about regenerating the urban centres and riverside sites in Medway, and potential development in suburban and rural areas.*

*It's important to explain that this consultation does not detail policies or identify those sites preferred by the council for new development. That detail will come in the next stage of work on the Local Plan, which the council will publish in 2024.*

*Medway residents now have the opportunity to play a part in helping to shape our plan and Medway's future. It's really important that they can tell us what they want to see developed, along with what they want to see protected (particularly around the local heritage and character for the area) and what would make them feel prouder to live in Medway.*

*Read our consultation document:*

*[https://www.medway.gov.uk/downloads/download/751/medway\\_local\\_plan\\_consultation\\_2023](https://www.medway.gov.uk/downloads/download/751/medway_local_plan_consultation_2023)*

*Take part in the consultation online: <https://medway.oc2.uk/document/13>*

*Find out more about the consultation: [www.medway.gov.uk/futuremedway](http://www.medway.gov.uk/futuremedway)*

*Read our press release:*

*[https://www.medway.gov.uk/news/article/1534/your\\_medway\\_your\\_future\\_your\\_say](https://www.medway.gov.uk/news/article/1534/your_medway_your_future_your_say)*

*We will be running a number of public events during October, giving the public the chance to speak to our Planning Team. An update on the list of events will be shared with you later this month.*

*Next steps*

*We're committed to getting a new Local Plan in place for autumn 2025 which will look at where this growth should take place. This will see allocating land for development and protection, and policies to manage delivery of development.*

*Communications toolkit*

*We have created a communications toolkit to help you promote the consultation to your local communities. Please find the toolkit attached along with supporting graphics. If you require any additional marketing materials, please email [kevin.smith@medway.gov.uk](mailto:kevin.smith@medway.gov.uk)*

*If you have any questions during this consultation period, please drop us an email and we will be in touch: [futuremedway@medway.gov.uk](mailto:futuremedway@medway.gov.uk)*

*Many thanks for your support*

*Dave Harris*

**14. New Community Centre.**

*To receive an update.*

**15. Neighbourhood Plan Report.**

*To receive an update report from the NHP Group.*

*Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and because of the confidential nature of the business to be transacted, the public and press will be excluded from the meeting during the consideration of the Neighbourhood Plan*

**16. Ward Councillors Report.**

*To receive a report from the Ward Councillors Sands, Pearce and Crozer.*

**17. Date of the next meeting – Thursday 2<sup>nd</sup> November 2023.**

*S Babington*

Mrs Sherrie Babington

Parish Clerk