

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

DRAFT MINUTES

Wednesday 7th October 2026

Parish Council Meeting

Stoke Village Hall ~ 7.00pm

Attendees: Cllr J. Wallace ~ Chair Cllr S. Back
Cllr S. Hall Cllr G. Jackman
Mrs J. Allen ~ Clerk

Members of the public: None (0)

PUBLIC SESSION ~ NOT PART OF THE PARISH COUNCIL MEETING

The Chair, Cllr. J. Wallace, opened the meeting at 7.00pm and thanked the Parish Councillors for attending.

Part A. Public Discussions

None.

Part B. Public Discussions on any agenda items

None.

1. Apologies for absence

Min 9810:26 It was noted that apologies for absence had been received from Cllr J. Bansil, who was on annual leave, and Cllr P. Dumke, who had prior work commitments.

The Clerk was also asked to record that Cllr T. Hall had resigned since the previous meeting.

Following careful consideration, the apologies for absence were accepted.

2. To receive Declarations of Interest and Dispensations,

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.

Min 9811:26 None.

3. Minutes of the last meeting

a). To receive and approve the minutes of the Parish Council Meeting held on Wednesday 2nd September 2026.

Min 9812:26 The members confirmed that they had received the minutes of the Parish Council meeting held on Wednesday 2nd September 2026.

Subject to one minor amendment to Cllr G. Jackman's report concerning the redevelopment of the former White Horse Public House on The Street, Upper Stoke, the minutes were approved as a correct record.

The proposal was made by Cllr S. Back and seconded by Cllr S. Hall. The motion was unanimously agreed.

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

4. Matters arising from the minutes (not otherwise on the agenda)

Min 9813:26 None.

However, Cllr G. Jackman raised concerns that he had not received any further updates from Medway Cllr M. Pearce regarding the redevelopment of the former White Horse Public House on The Street, Upper Stoke.

He also raised concerns that fireworks were being used by occupants of one or more of the properties. By way of example, he reported that fireworks had been set off at approximately 10.00 pm, 11.00 pm and 12.00 am during the previous week.

Cllr G. Jackman further reported complaints from other residents in Upper Stoke and questioned whether the Heras fencing, which had been in place for over a year, was being inspected regularly.

He also suggested that a petition be organised to seek action on the matter. However, it was agreed that the issue should first be raised directly with Medway Cllr M. Pearce.

Following discussion, it was agreed that the Clerk should contact Medway Cllr M. Pearce to establish whether there had been any further developments.

Members also agreed that a letter should be sent to Medway Council expressing concerns that more than one property may be operating as a House of Multiple Occupation (HMO).

5. **Vacancies**

a). To discuss the Parish Council's current outstanding vacancy.

Min 9814:26 Members noted that, following the resignation of Cllr T. Hall, a Notice of Vacancy had been displayed on the parish noticeboards for the statutory period of 14 working days.

It was confirmed that, should Medway Council not receive a request to fill the vacancy by election during this period, the vacancy would subsequently be filled by co-option.

6. **Medway Councillor report ~ Annex A**

a). To receive an update on the most recent Medway Council news from Medway Cllr M. Pearce.

Min 9815:26 It was acknowledged that, in the absence of Medway Cllr M. Pearce, a written report had been submitted. The Chairman read the report to Members.

A copy of the report can be found under Annex A.

7. **Tasks agreed at the last meeting**

a). To receive an update on the tasks agreed at the last meeting.

Min 9816:26 The outstanding actions from the previous meeting were reviewed, and the following matters were identified as requiring further attention.

- **Speed Awareness**

It was noted that Cllr S. Back was continuing to pursue measures relating to speed awareness and was awaiting a response from his contact.

- **Parish Council Financial Spreadsheet**

It was noted that the Chairman had received a copy of the Parish Council financial spreadsheet and would review the formulas contained within it.

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

- **Upper Stoke Play Equipment**

Members agreed to defer consideration of the quotation for repainting the Upper Stoke play equipment until later in the meeting. However, they discussed the current condition of the play area, including a discarded sofa, a recent fire involving a motorbike that had been set alight, and overgrown trees.

Members expressed some reluctance to incur significant expenditure on repainting the play equipment while concerns remained regarding the general upkeep of the play area.

Members discussed the discarded sofa and agreed that it should be removed and disposed of. Cllr J. Wallace recommended a licensed waste disposal company that she had used previously. It was agreed that the Parish Council would arrange for the sofa's removal and disposal, meet the associated costs, and ratify the expenditure retrospectively at the next meeting.

- **Cleaning of Vicarage Lane, Upper Stoke.**

It was noted that Cllr S. Back had submitted a request via Medway Council's website for Vicarage Lane, Upper Stoke, to be cleaned and was awaiting a response.

- **Neighbourhood Plan Meeting**

It was noted that the Clerk was continuing to seek contact with the Chairman of the Neighbourhood Plan Committee to arrange a public information evening but had, to date, been unsuccessful

- **Stoke Parish Council Coffee Mornings**

Cllr J. Wallace advised that she had not seen Cllr J. Bansil much recently to discuss her plans to hold a weekly coffee morning at the Village Hall, where residents would be able to discuss any concerns, they may have. However, she advised that she would discuss the matter with Cllr J. Bansil when they next met.

- **Haven Holiday Park Complaint**

Cllr J. Wallace again confirmed that she would need to speak with Cllr J. Bansil to establish whether she had visited Haven Holiday Park, Allhallows, to raise concerns regarding the recent disruptive works and to request a copy of their current schedule of works.

- **Peninsula Police Constables' Email Addresses**

The Clerk was reminded to confirm the email addresses of the Peninsula Police Constables and circulate them to Members.

8. **Planning**

a). Applications

Min 9817:26 None.

b). Decisions

Min 9818:26 The Parish Councillors noted that one (1) planning application had been determined by Medway Council since the last meeting.

Approval with Conditions

- **MC/26/1306 - Orchard View, High Street, Lower Stoke**

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

c). Appeals and Other Matters.

Min 9819:26 Members noted that the Clerk remained awaiting a response from the local authority concerning the installation of the industrial-sized washing machines at the Lower Stoke Garage site.

- **ENF/26/0189 - Stoke Garage, High Street, Lower Stoke**

9. Finance

a). Bank balances

Min 9820:26 The Chair, Cllr J. Wallace, referred members to the bank statements included in their meeting packs and guided them through the account balances, as detailed below:

Date	Account	Balance
01/10/2026	Current Account	£2,703.19
01/10/2026	Deposit Account	£64,031.55

b). To agree the financial performance against the budget for September 2026.

Min 9821:26 Members reviewed the Parish Council's financial performance against the approved budget for September 2026, and the budget was approved.

The Chairman confirmed receipt of the financial spreadsheet and advised that she would discuss the formulas used with the Clerk in greater detail.

c). Accounts paid since the last meeting to be ratified.

Min 9822:26 The members evaluated the payments made since the last meeting, where they agreed that these payments were acceptable.

d). Accounts for payment.

Min 9823:26 After careful consideration, the below payments were accepted, having been proposed by Cllr S Hall, seconded by Cllr S. Back and unanimously agreed.

Payee	Reference	Payment Method	Amount	Notes
Staff Wages	Min 1436:18 (JA) Min 8014:24 (JB)	PAID BY BACS	£1,001.12	September 26 Wages (JA & JB)
HMRC	Min 1436:18	PAID BY BACS	£302.60	Tax & NI charges (September 2026)
Mrs J. Allen	Min 1436:18	PAID BY BACS	£35.00	Use of home September 2026
The People's Pension	Min 1775:20	DIRECT DEBIT	£71.87	Both Employer & Employee Contributions for September 2026
Mrs J. Allen	TO BE AGREED RETROSPECTIVELY	PAID BY BACS	£37.90	Stationery expenses + verification of ID (Lower Stoke Car Park)
HMRC	Min 1436:18	PAID BY BACS	£0.20	Underpayment from August 2026
Mr J. Treveil	Min 7703:23	TO BE PAID BY BACS	£130.00	Deep Clean of all three (3) play parks INV: 2632
Active Gardens Ltd	Min 9694:26	TO BE PAID BY BACS	£198.00	2 x playpark swings & chains INV: AG-49394

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

Amazon	TO BE AGREED RETROSPECTIVELY	PAID BY CARD	£61.59	Laminator, laminating pouches, paper, folders & paper fasteners INV: GB602K85GCX9BI INV: GB6886TGOAEUI INV: GB60317K1J65BI INV: XX6007F5GVS2JT INV: GB686VDYIAEUI
Amazon	TO BE AGREED RETROSPECTIVELY	PAID BY CARD	£64.80	2 x box files & metal document holders INV: GB600RFGATXP5I INV: GB60009W6D2A5I
Paper Mountains	TO BE AGREED RETROSPECTIVELY	PAID BY BACS	£48.00	Shredding (October 2024) INV: 21861
Go Cardless	TO BE AGREED RETROSPECTIVELY	DIRECT DEBIT	£23.99	Stoke Parish Council Hugo Fox Website INV:31533
Go Cardless	TO BE AGREED RETROSPECTIVELY	DIRECT DEBIT	£23.99	Stoke Parish Council Hugo Fox Website INV:32631
Go Cardless	Min 8095:24	DIRECT DEBIT	£20.99	Hugo Fox Email Package INV:32487
Vodafone Telephone & Broadband	Min 1451:18	DIRECT DEBIT	£72.42	Broadband, Landline & Mobile Telephone line rental for August 2026
TOTAL				£2,092.47

e). Payment requests to be discussed for approval and payment.

Min 9824:26 None.

f). Audit 2025/2026

Min 9825:26 The members noted that the Annual Governance and Accountability Return (AGAR) had been signed off by the external auditor. However, comments had been made that the Parish Council had incorrectly indicated that it was not a sole managing trustee. It was also noted that there had been some confusion regarding the completion of the previous year's AGAR, which had resulted in one of the assertions being answered incorrectly and should have been marked "No" for the current year.

10. Management of Land and Property

a). To receive the play park inspection report from the month of July & August 2026 for:

i). The Button Drive Playpark (Lower Stoke).

ii). The Heron Way Playpark (Lower Stoke).

iii). The Street Playpark (Upper Stoke).

Min 9826:26 The Clerk reported that the Parish Council's independent annual play area inspection was due to take place the week commencing 26th October 2026.

Min 9827:26 The members discussed repainting the play equipment at the Upper Stoke Play Park and referred to a quotation sourced by the Clerk from the contractor who had recently painted the equipment at Button Drive Play Park. The quotation amounted to a total cost of £2,200.00.

Whilst the Parish Councillors agreed that the quotation received was competitive, they requested that the Clerk source a further two (2) quotations for comparison.

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

The members also discussed the antisocial behaviour that had been occurring within the play park, including a fly-tipped sofa that was being used by older children as a gathering point and a recent incident involving a motorbike that had been set alight.

It was agreed that, whilst the Clerk was in the process of obtaining the additional quotations, the Parish Council would not commit any further expenditure to this area until Members were satisfied that the antisocial behaviour issues had been addressed.

It was also confirmed, as discussed previously, that the discarded sofa would shortly be removed. In addition, the Clerk was asked to contact the Mortley Group to establish whether any surplus fencing from the Button Drive Play Park fence repairs could be utilised to repair the vandalised rear fencing at Upper Stoke Play Park.

b). Lower Stoke Car Park Lease & purchase

Min 9828:26 The Clerk provided Members with the most recent update received from the solicitor, who confirmed that, whilst she had been on annual leave, responses to enquiries and the requested documentation had been received from Medway Council's solicitor. The solicitor advised that she would review the documents shortly and report back to the Clerk with a more substantive update in due course.

11. Highways, Transport & Upkeep

To receive any reports relating to:

a). Footpaths

Min 9829:26 Cllr S. Back advised that he was still in contact with MHS Homes regarding the footpath but had been advised that the housing association would be unable to do anything further until the next financial year, once its new budgets had been allocated.

b). Lighting

Min 9830:26 The Chairman reported that she was in the process of trying to arrange for this year's Christmas tree lights to be mains powered from the utilities pole located on the corner of High Street and Grain Road. She confirmed that, despite having contacted Medway Council on at least three separate occasions, she had not made any progress.

c). Highways and verges

Min 9831:26 No further report.

d). Pot holes

Min 9832:26 No report.

e). Fly tipping & Street Cleaning

Min 9833:26 Apart from the fly-tipped sofa at Upper Stoke Play Park, which had been addressed earlier in the meeting, no further reports were received.

f). Grass cutting

Min 9834:26 The Parish Council acknowledged that the grass was now growing substantially following the end of the hot weather. However, witness reports indicated that Medway Norse had been seen cutting the grass again.

g). Leaking manhole cover on A228 / Grain Road

Min 9835:26 No further report.

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

h). Noticeboards.

Min 9836:26 The Clerk provided details of the one (1) quotation she had been able to obtain for the installation of the new noticeboard in Middle Stoke, which amounted to approximately £400.

She confirmed that she had contacted several other firms for quotations and was awaiting further responses, with some site visits due to be carried out later that week.

Following further discussion, it transpired that the Clerk had contacted a sister company of one of the previously recommended contractors. Accordingly, Cllr J. Wallace agreed to contact the appropriate company and request that a quotation for the works be provided directly to the Clerk.

A further contractor was also recommended, and the Clerk agreed to make contact to obtain an additional quotation.

i). Parish Council's Store room at Stoke Village Hall

Min 9837:26 It was noted that the clearance of the store cupboard, previously scheduled for Sunday, 20th September 2026, had been cancelled at short notice due to members' availability.

Following discussion, it was agreed to postpone the clearance of the store room until January or February 2027, owing to members' existing commitments and the anticipated deterioration in weather conditions over the winter months.

12. Communications

To receive an update on the following methods of communication:

a). Website.

Min 9838:26 It was confirmed that the Clerk had arranged for a Stoke Parish Council email address to be set up for new Cllr G. Jackman.

b). Social media page.

Min 9839:26 No new report.

13. Internal Committee Updates

a). Neighbourhood Plan

Min 9840:26 It was noted that the Clerk was still trying to arrange a suitable date for the Committee's proposed plan to be presented, with input from Mr P. Egan, Chair of the Neighbourhood Plan Committee.

b). Stoke Village Hall

Min 9841:26 The Clerk read an electronic update received from Mr N. Blown on behalf of the Stoke Village Hall Committee, which read as follows:

"We are still working on sourcing additional funding. We are looking at the possibility of leasing the small hall and the terms and conditions. Contracts. We have a meeting next week and this is on the agenda. The SVH are holding their fare along with a Macmillan coffee morning this week"

Min 9842:26 Cllr J. Wallace also confirmed that the Village Hall Committee was organising a children's Halloween party to take place on Saturday 24 October.

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

c). Stoke Community Project

Min 9843:26 No further updates were reported; however, members understood that the group was exploring the possibility of purchasing Tommy silhouettes for the village.

The Clerk confirmed that, following the VE Day event held by the Parish Council in May last year, she was still holding a balance of £230.00, which had been earmarked for either Tommy silhouettes or poppies for the village. Following discussion, it was agreed that this funding should be put towards the purchase of poppies for the village.

14. External Committee Updates

a). KALC.

Min 9844:26 The Clerk confirmed that she had neither received the minutes from the last KALC meeting nor been advised when the next meeting had been scheduled to take place. However, she confirmed that she would be happy to chase both matters.

b). Rural Liaison Board

Min 9845:26 There was no report. However, members were unsure when the next meeting was scheduled to take place.

c). SSE

Min 9846:26 The Clerk was reminded that applications for the next SSE grant closed on Thursday 15 October.

15. Contractor Works

a). Tree in Lower Stoke Car Park

Min 9847:26 The members considered the three quotations obtained by the Clerk for the pollarding of the tree in the Lower Stoke car park, which ranged in price from £792.00 to £936.00.

The quotations were discussed in detail.

It was then proposed by Cllr S. Back, seconded by Cllr S. Hall, and agreed that the quotation submitted by Lumberzac in the sum of £936.00 including VAT be accepted.

b). Repainting Upper Stoke Play Equipment

Min 9848:26 The Parish Councillors considered the quotation obtained by the Clerk from the contractor who refurbished the Button Drive play park, which amounted to £2,200.00.

Following an earlier discussion regarding the current antisocial behaviour occurring within the play park, and noting that only one quotation had been obtained, it was agreed to defer the matter until the spring of next year to allow the Clerk to source two (2) additional quotations.

c). Trees in Upper Stoke Play Park

Min 9849:26 The members learnt that the Clerk had contacted the contractors who had quoted for the tree surgery works in the Lower Stoke car park and was waiting to hear back with quotations for the trees surrounding the Upper Stoke play park.

d). Middle Stoke Noticeboard

Min 9850:26 The Clerk referred members to the one (1) quotation she had managed to source for the installation of the new noticeboard in Middle Stoke, which amounted to £400.00.

It was agreed that, in order to comply with the Parish Council's Standing Orders, a further two (2) quotations should be obtained before any decision was made.

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

A discussion then ensued regarding a local contractor, and the Chairman agreed to try to obtain his contact details to assist with this matter.

16. Events

a). Christmas 2026

Min 9851:26 Cllr J. Wallace confirmed that, as set out in her report under Item 11b, "Lighting", ref: **Min 9830:26**, she was still struggling to make contact with the relevant department at Medway Council regarding the provision of a mains power supply for this year's Christmas tree lights.

She advised that she had since spoken with Medway Cllr M. Pearce, who had provided her with a number of alternative email addresses to try. It was understood that she would contact those officers directly and copy Cllr Pearce into any correspondence.

17. Date of next meeting

Min 9852:26 The Chair, Cllr J. Wallace, reminded Members that this was the last Parish Council meeting of the 2026 calendar year. The next meeting would be a Finance Committee meeting, scheduled to take place on Wednesday 18 November at 7.00 pm in Stoke Village Hall.

18. Exclusion of Public and Press

a). To consider and, if thought fit, pass the following resolution: "That under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for the following item of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted."

Min 9853:26 As there were no members of the public present, it was concluded that there was no need to pass the aforementioned resolution.

19. Personnel Matters

a). NJC Increment

Min 9854:26 Following a cost-of-living increase in the NJC salary scales, members unanimously agreed to apply the increase to all members of staff's wages and to backdate any outstanding wages to the 1st of April 2026.

b). Personnel reviews

Min 9855:26 The members agreed that personnel reviews for both members of staff should be conducted in the new year.

20. Close of meeting

Min 9856:26 The Chair, Cllr. J. Wallace, closed the meeting at 8.45pm and thanked the everyone for attending.

The next Parish Council meeting will be held on:

Wednesday 18th November Finance Committee Meeting	7.00pm	The Village Hall
---	---------------	-------------------------

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

ANNEXES

ANNEX A

6a). Medway Councillor report ~ To receive an update on the most recent Medway Council news from Medway Cllr M. Pearce REF: Min 9815:26

HOO PENINSULA COUNCILLOR REPORT (Oct 2026)

Local Government Reorganisation (LGR): The Government's decision to "pause" LGR (announced on 7th September 2026) has created yet more uncertainty. I remain firmly opposed to the proposed reorganisation and the disruption, cost and risks it could bring to local government and the services our local residents rely on. The May 2027 local elections will now go ahead on the existing arrangements, the Medway Council boundaries and ward structures, but the longer-term position remains unclear. If the LGR process resumes, which it seems it will, elections for the proposed North Kent Council could potentially take place as early as May 2028, with the new authority taking over from Medway Council in April 2029. This would mean Councillors elected to Medway Council in May 2027 serving for only around two years, potentially creating a continuous period of uncertainty. The proposed reorganisation was previously estimated to cost £130.9 million to implement, with the proposed North Kent Council starting with a £76.6 million budget gap, raising serious concerns about future service cuts, facility closures and Council Tax increases. I also remain concerned that such a fundamental change to local democracy could be imposed without direct public consent. The Government is expected to provide greater clarity in November 2026. Until then, I will continue to challenge the case for LGR and press for proper scrutiny of its costs, consequences and impact on our local communities. My concerns about the potential impact on Parish Councils remain unchanged.

Medway Council's Local Plan and the campaign to Save The Hoo Peninsula: The first phase of the independent examination of Medway Council's Local Plan took place last month, with hearings held from 15th to 18th September and again from 22nd to 25th September. I attended every session and spoke in my capacity as a representative of The Independent Group on Medway Council. The Save The Hoo Peninsula Campaign, which I lead, was also represented directly before the Planning Inspectors by specialist planning and environmental barristers, following months of work with Richard Buxton Solicitors, specialist barristers and ecological experts. A significant development during Phase 1 was the introduction by Medway Council of new or materially amended supporting documents which had not been available during the original public consultation. The Inspectors made clear that the examination can only move forward subject to further consultation on this evidence, set to take place from 5th to 26th October 2026. The Inspectors have also asked Medway Council, wherever possible, not to continue introducing further supporting evidence during the examination. Following Phase 1, Medway Council is preparing a schedule of proposed Main Modifications, including changes to environmental policies S2 and S3 relating to habitats, wildlife and internationally important estuary and marshland habitats across North Kent. Further environmental assessment is also expected, including a new Habitats Regulations Assessment and Sustainability Appraisal, which could have implications for some proposed development sites, although no final conclusions have yet been reached. Natural England has not provided unconditional sign-off and further work and agreement are still required. The examination is therefore not over, and the Inspectors have not yet reached a final conclusion on whether the Local Plan is sound. The Save The Hoo Peninsula Campaign will continue into Phase 2, taking place in Gillingham during weeks commencing 16th and 23rd November 2026, and will

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

continue to scrutinise the evidence and proposals as the examination progresses. Our legal fund has now raised £23,246 through CrowdJustice, demonstrating the continuing level of community support for the campaign. I will continue to keep residents informed as the examination progresses and ensure that the concerns of the Hoo Peninsula are properly represented throughout the process.

Traffic and road safety on Main Road outside The Hundred of Hoo Academy: Following the July 2026 email I received from Medway Council's Head of Transport and Parking, in response to my concerns about traffic and road safety outside The Hundred of Hoo Academy, particularly those set out in my letters of 16th January 2026 and 2nd February 2026, which I reported to the Parish Council last month (September 2026), I am now responding to the Council with feedback and seeking greater clarity on the next steps. I welcome the work that has been undertaken to investigate the problems around the Academy, the involvement of the school and the measures now being considered. However, I want to make sure that we properly understand how these problems have come about, where they originate and, most importantly, identify the right solutions. This must not simply become a matter of road markings and parking restrictions, and nor should it become an "anti-car" exercise. The Hundred of Hoo Academy serves rural and semi-rural communities and some families have little or no realistic alternative to using a car, particularly for school and work journeys. Improving safety must be a priority, but any measures also need to reflect the wider circumstances affecting the school and surrounding community. I have also reiterated my long-standing concern about the consequences of approving unsustainable mass housing development in Hoo over the best part of 20 years. The impact on our schools, highways, parking, public transport, local services and the wider community should have been properly and forensically considered when those planning applications were determined, with the necessary infrastructure and mitigation identified and secured at the time. We are now seeing the consequences of what I regard as bad decisions, and it is important that Medway Council takes responsibility for addressing the additional pressures placed on our local infrastructure and services. I have therefore asked the Council for a clear timetable for the measures outlined in its July 2026 response, including the highway and parking measures, Safety Engineering review and continued engagement with the Academy, together with a clear "path forward" setting out what will happen, when it will happen and when progress will be reviewed. I will continue to work constructively with the Council, the Academy and others involved, but I have made clear that I will not accept anything other than an urgent approach to this. The community has waited long enough for these issues to be properly addressed. I was also pleased to be invited to watch the road safety production 'Streetwise' being delivered to Year 7 pupils at The Hundred of Hoo Academy on 30th September 2026. The production was presented by Performance in Education and organised by Medway Council's Road Safety team. The children appeared positively engaged with this important subject.

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

Tasks agreed 02/09/2026

Clerk to make the relevant amendments to the Parish Council minutes from Wednesday 2nd September and upload the approved minutes to the Parish Council's website.

Cllr G. Jackman to continue liaising with Medway Cllr M. Pearce regarding concerns relating to the redevelopment of the former White Horse Public House site on The Street, Upper Stoke.

Clerk to write to Medway Council expressing concerns that more than one property at the former White Horse Public House site on The Street, Upper Stoke, may be operating as a House in Multiple Occupation (HMO).

Parish Council to arrange the removal and disposal of the discarded sofa and report the associated expenditure to Members for retrospective ratification at the next meeting.

Clerk to arrange payment of the agreed expenditure and liaise with the Chairman regarding the Parish Council financial spreadsheet and the formulas used.

Clerk to obtain two (2) additional quotations for repainting the play equipment at the Upper Stoke Play Park.

Clerk to contact the Mortley Group to establish whether any surplus fencing from the Button Drive Play Park fence repairs can be used to repair the vandalised rear fencing at Upper Stoke Play Park.

Clerk to continue liaising with the Parish Council's solicitors and to seek progress updates in order to expedite the purchase of the Lower Stoke Car Park.

Clerk and Cllr J. Wallace to obtain further quotations for the installation of the new noticeboard in Middle Stoke.

Members to arrange a new date in January or February 2027 to undertake the clearance of the Stoke Parish Council store room.

Clerk to continue liaising with Mr P. Egan, Chair of the Neighbourhood Plan Committee, to arrange a suitable date for the presentation of the Committee's proposed plan.

Clerk to arrange the purchase of poppies for the village using the remaining £230.00 balance from the Parish Council's VE Day event funds.

Clerk to follow up with KALC regarding the outstanding minutes from the previous meeting and the date of the next scheduled meeting.

Clerk to establish the date of the next Rural Liaison Board meeting and report back to Members.

Clerk to finalise and submit the SSE grant application prior to the application deadline.

Clerk to appoint Lumberzac to carry out the pollarding of the tree in the Lower Stoke car park.

Clerk to chase outstanding quotations for the tree maintenance works at Upper Stoke Play Park.

Clerk to continue obtaining additional quotations for the installation of the new noticeboard in Middle Stoke, with assistance from the Chairman in identifying suitable contractors.

Cllr J. Wallace to continue pursuing arrangements with Medway Council for a mains power supply for this year's Christmas tree lights.

STOKE PARISH COUNCIL



50 Pepys Way, Strood, Rochester, Kent, ME2 3LL

Clerk to implement the NJC salary increase for all members of staff and arrange for any backdated pay due from 1 April 2026 to be processed.

Chairman and Vice-Chairman to arrange personnel reviews for both members of staff in the new year.

Tasks carried over

Cllr J. Bansil to visit the Haven Holiday Park to speak with the Park Manager face-to-face.

Clerk to circulate email addresses for the Peninsula's Police Constables.

Cllr J. Wallace to liaise with Cllr J. Bansil regarding the proposal to hold a community coffee morning and Parish Councillor surgery in Stoke.

Cllr S. Back continue to chase MHS homes concerning the poor condition of the footpath between Heron Way & the High Street, in Lower Stoke.

Cllr S. Back to investigate further measures to raise speed awareness within the village, including the possible installation of vehicle-activated speed signs.