



Cliffe and Cliffe Woods Parish Council

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Mrs Alex Jack, Clerk/PO, Mrs Helen Symmons, Clerk/RFO
and Mrs Parveen Comparat, Assistant Clerk

To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held on **Thursday 19th March 2026, 7.30 pm at the Emmanuel Centre, Cliffe Woods ME3 8HX**

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.

Public Participation Members of the public can put questions to the Parish Council and raise issues, (30 minutes max, limit of 10 minutes per person).

3.0 **Co-option – two vacancies for Cliffe Woods Ward**

4.0 **Approval of Minutes of Meeting held on 19/02/2026**

5.0 **Report: Clerks**

5.1 Arrangements for APM 16/4, 7pm at Cliffe Woods Community Association hall.

6.0 **Report: Chair (Cllr B Dibble)**

7.0 **Report: Finance & General Purposes (Cllr R Wyatt)**

The F&GP committee met on 10/3/2026. Minutes attached.

a) Recommended to be agreed by full Council:

- i) Bank Reconciliations for January 2026
- ii) Receipts and Payments for February 2026
- iii) Earmarked Reserve Movements recommended by RFO
- iv) Grant funding request £300 towards shed at Cliffe Bowls Club
- v) Policy reviews (IT, Home Working, CCTV, Capability, Subject Access Request, H&S at Work, Press & Media, Child/Young Person/Vulnerable Adult Protection)
- vi) Height barrier at Buttway hard standing area
- vii) St Helen's churchyard tap replacement
- viii) Signage for Cliffe Recreation Ground

b) Other items of note (no decisions required):

- i) Illegal drug use in churchyard, car parks & surrounding area to be taken forward to Police Liaison
- ii) Assistant Clerk had first month review.

8.0

Report: Planning Committee (Cllr C Fribbins)

The Planning Committee met on 26/2/26 and was attended by Cllrs. C Fribbins, F Harper, J Wenban. Minutes attached.

8.1

Applications received:

- a) **MC/25/2187 – Land South of Buckland Rd, Cliffe Woods** – Details pursuant to condition 10 (Ecological Management Plan) and condition 11 (habitat creation/enhancement) on planning permission MC/23/0531 – Construction of 44 dwellings (25% of which will be affordable), together with access, public open space and landscaping and associated works.
- b) **MC/25/2492 - Land South of Buckland Rd, Cliffe Woods** - Details pursuant to condition 12 (Suds) and 14 (CSWMP) on planning application MC/23/0531, as item a) above.
- c) **MC/25/2454 – Land South of Buckland Rd, Cliffe Woods** – Details pursuant to condition 4 (Boundary Treatment) and 18 (Lighting) on planning permission MC/23/0531, as) above.
- d) **MC/26/0194 – Land to the left Eternal Lake Nature Reserve, South of Higham Rd and East of Buckland Rd, Buckland Rd, Cliffe** – Outline application with some matters reserved for the construction of up to 100 residential dwellings including affordable housing with provision of vehicular, pedestrian and cycle access from Higham Rd, public open spaces, sustainable urban drainage systems, landscaping, infrastructure and earthworks.
- e) **TPA/25/2317 – 5 Englefield Crescent, Cliffe Woods ME3 8HB** – T1 Oak – remove major deadwood, lift canopy to 6.5m (crown break|), predominantly by removal of epicormic growth (Tree height 20m, removing up to 6.5m retaining 13.5m).
- f) **MC/25/1361 – Land South of Woodview House, Perry Hill, Cliffe ME3 7TX** – Application for permission in principle for the construction of a minimum of one and a maximum of three self-build residential units.
- g) **MC/26/0303 – 157 Church Street, Cliffe ME3 7QB** – Application for a non-material amendment to planning application MC/25/2503 for alterations to the internal arrangement not affecting the exterior. The internal changes re-route the way through the building to provide direct access to the accessible WC from the café, as well as from the hairdressers.

8.2

Applications received since meeting:

- a) **MC/26/0422 – Lily Rose, Symonds Rd, Cliffe ME3 7SS** – Construction of a detached outbuilding to rear.

8.3

Ongoing developments/issues:

- a) **Trenport – 250 dwellings, Land to the East & West of Church St, Cliffe** – No meeting arranged, nothing further.
- b) **S106 Sporting facilities in Cliffe Woods** – Awaiting response from Medway Council re decision on use of funding for sports facilities in Cliffe Woods.
- c) **Homes England proposal for former Chattenden Barracks** - Agreed to monitor development. Further online consultation planned.
- d) **Medway Local Plan 2041** – Reg. 19 Consultation. New site erroneously described as SR4 150 dwellings North Little Church Rd, west of Town Rd, Cliffe Woods. Land ‘extends’ Redrow site up to Lillechurch Rd.
- e) **One way system between Cliffe and Cliffe Woods and Higham**, this is a Gravesham proposal to introduce one-way system around Higham and Cliffe Woods (Gore Green Rd towards Higham only and Lower Rochester Rd away from Higham to B2000/Town Rd). It is linked to an expansion of activities at Hoo Junction/Canal Rd. No formal consultation with the parish, no further details or comments raised, to be monitored.
- f) **MC/25/0006 – Land off Lower Rochester Rd, Wainscott (Frindsbuy Extra Parish)** The outline/access only application has now been submitted. The views of the Parish Council are known - the highways impact on the A289 Wainscott Bypass (from and to London) exacerbate an already heavily congested junction in the morning and evening peak as well as Hollywood Lane/Brompton Farm Rd and especially the Four Elms Roundabout (primary access for our residents to the Hoo Peninsula and Medway Tunnel. Appeals Ref 6002071 dated 6/2 sent to Secretary of State to be decided by Public Inquiry.
- g) **MC/21/0185 – Land adjacent to 4 View Rd, Cliffe Woods** – Land illegally cleared and then used as a rubbish dump. Medway Council requested fence and natural habitat to be reinstated.

- 9.0 **Report: Cliffe Woods Car Park Resurfacing Project** (Cllrs. C Fribbins, F Harper)
- 10.0 **Report: Council Assets** – includes Allotments, Play Areas, Changing Rooms, Bus Shelter, Car Park and Buttway (Cllrs. P Clements, R Wyatt, Clerk/PO)
- 11.0 **Report: Other Committees/Panel**
 - 11.1 Footpaths and Common Land (Cllr R Wyatt)
 - 11.2 Personnel Panel (Cllrs. V Walton, J Wenban, R Wyatt)
 - 11.3 Social and Digital Media (Cllrs. D Bishop, C Fribbins)
- 12.0 **Report: Other Bodies**
 - 12.1 Cliffe and Cliffe Woods Community Trust (Cllrs. D Bishop, C Fribbins, K Kentell, V Walton)
 - 12.2 Cliffe Woods Community Association (Cllr V Walton)
 - 12.3 Cliffe Memorial Hall (Cllr J Darwell)
 - 12.4 Brett's Liaison (Cllrs. J Darwell, C Fribbins, K Kentell, R Letheren, S McDermid, J Wenban)
 - 12.5 Rural Liaison Committee (Cllr R Wyatt)
 - 12.6 Kent Association of Local Council (KALC) (Medway) (Cllr K Kentell)
 - 12.7 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott) (Cllr S McDermid)
 - 12.8 Police Liaison (Cllr H Johnson)
 - 12.9 Events
 - a) Cliffe Woods Community Association – Summer Fete 20/6/2026
- 13.0 **Other Reports** – to be handed to the Clerk for next meetings 21/05/2026 at Emmanuel Centre, Cliffe Woods.

Alex Jack, Clerk/PO, 13/03/2026