



PRESENT: Cllrs Barry Dibble (Chair, BD) Robert Wyatt (Vice-Chair, RW)
Ray Letheren (RL), Jim Wenban (JW), Chris Fribbins (CF), Sue McDermid (SM)
Joan Darwell (JD), Peter Moore (PM), Peter Clements (PC),
Annette Cooper (AC) and Sandra Fenney (SF)

Parish Clerks- Alex Jack (Clerk PO), Michelle Dolley (Clerk RFO), Incoming interim Clerk RFO, Lissi Watts

The meeting opened at 7.30

NO ITEM

148 APOLOGIES FOR ABSENCE – Cllrs Ken Kentell (Holiday) and Vivienne Walton (Work)
The apologies for absence were proposed by Cllr RW, seconded by Cllr RL- **ALL AGREED**

149 DECLARATIONS OF INTEREST – Cllrs SM, FH and CF (Cliffe Woods Community Association) Cllr JD and SF (Cliffe Memorial Hall)

150 CO-OPTION - There are a total of two vacancies, one vacancy in the Cliffe Woods Ward and one in the Cliffe Village Ward. They can be filled by co-option and run to May 2023 only

151 ADJOURNMENT-

Two members of the public were present to discuss the volunteer litter picking group in Cliffe Woods. Permission was sought to add wording to the hi-vis vests worn by the volunteers, this was proposed by Cllr PM, seconded by Cllr RL- **ALL AGREED.**

152 APPROVAL OF MINUTES OF MEETING

Approval of Minutes of Meeting held on 16/02/2023- These were proposed by Cllr PM, seconded by Cllr RW- **7 AGREE, 4 ABSTENSIONS- MAJORITY DECISION**

153 MATTERS ARISING FROM MINUTES OF MEETINGS None

154 REPORT: CLERKS

Clerk PO reported:

- A request from a resident to let fireworks off on the Cliffe recreation ground for a commemoration- **NO OBJECTIONS**
- Kent Air Ambulance for a donation of £300- This was proposed by Cllr JW, seconded by Cllr RW- **ALL AGREED.**

155 REPORT: CHAIR

Cllr Barry Dibble reported on:

- The appointment of interim RFO, Lissi Watts. This was proposed to be accepted by Cllr RW, seconded by Cllr SM- **ALL AGREED.**
- New job descriptions for Clerk PO and Asst Clerk/RFO- These were drafted with the personnel committee and circulated prior to the meeting. This was proposed to be accepted by Cllr RW, seconded by Cllr JW- **10 AGREE, 1 AGAINST- MAJORITY DECISION**
- Working Hours- These were discussed due to the lack of formality regarding available working hours. Clerk PO proposed 9:00am- 12:00 daily. This was proposed to be accepted by Cllr PC, seconded by Cllr JW- **ALL AGREED.**
- Clerk PO Appraisal- This is due week commencing the 10.04.2023. If successful then SPC will increase by 2 points as already agreed.
- Departure of current Clerk RFO, Michelle Dolley

156 Report: Finance & General Purposes (Cllr Wyatt/Clerk RFO)
The F&GP committee met on 07/03/23 at St Helens House, Cliffe.

a) To note financial reports (to 28/02/23)- NOTED

b) To note and consider Payments and Receipts and approve as necessary. Proposed to accept by Cllr RW, seconded by Cllr PM- ALL AGREED

c) Recommendations from F&GP Committee

i) To accept quote from MB Landscapes for tree pollarding on the Recreation Ground-

All quotes received were given in the meeting. Cllr AC proposed to accept MB Landscapes, seconded by Cllr SF- **ALL AGREED**

- ii) To accept quote from Thomas Fabrications for repair of Cliffe Woods car park Exit barrier with signage as necessary to include sign to restrict overnight parking-
Cllr BD updated the quote at the meeting, which were the chains being removed from original quotation. The barrier was proposed to accept by Cllr FH, seconded by Cllr CF- **ALL AGREED**
The signage for the carpark was proposed by Cllr RW, seconded by Cllr AC- **ALL AGREED**
iii) **To agree use of Recreation Ground, Cliffe for both funfair requests subject to agreement on dates-**

Smyths funfair were proposing the 19th-21st May and the children's funfair was proposing the summer holidays (July). **NO OBJECTIONS FROM CLLRS**

d) Other items of note from F&GP Committee (no decisions required)

i) Risk assessment and Asset Register in preparation for AGAR- **Ongoing**

d) Other items of note from F&GP Committee (no decisions required)

- Bus Shelter- Cllr RW reported cleaning this and reported on what needs to be done in order for this to be restored, including the marble plaque.

156 B- Receipts and Payments February/March

Receipts	February	March
Bank Interest	23.99	
Cliffe Woods Colts		720.00*
Payments	Description	Amount
230302 Michelle Dolley	Feb Salary, Home Allow	
230303 John Davies	Feb Salary, Mileage	
230306 Alex Jack	Feb Salary, Mileage, Home Allow	
230307 Sue Davies	Feb Salary	
230305 HMRC	PAYE ¼	£338.00
230312 Cliffe Memorial Hall	½ Annual Donation	£2,500
230313 Cliffe Woods Community Association	½ Annual Donation	£2,500
PAYMENTS MADE UNDER DELEGATED/ PRE-APPROVED POWERS		
230304 Vonage	Parish Phone for July	£10.25*
230308 British Gas	Changing Rooms Elec Bill	£217.18*
230309 Argos	Clerk RFO Printer Ink	£42.88
230310 Cliffe Memorial Hall	Coronation Donation	£2,000
230311 Thomas Fabrications	Cliffe Woods Carpark Repairs	£3,696.00/8
230312 Alex Jack	Expenses- Keys	£13.50
230315 KCS	Paper Order	£45.59*
230316 Ian Rodberg	Defib Signs & Replacement	£220.00

- **Represents VAT, Reclaimable**

Cllr RW proposed to accept the payments, seconded by Cllr PM – ALL AGREE

157 REPORT: ALLOTMENTS- Cllr Clements, Letheren

Cllr RW reported that there will be an inspection on 17.03.2023 before the annual rent reviews.

158 Planning Committee (Cllr Harper) Held on 23.02.2023, Emmanuel Centre, Cliffe Woods.

158.1 Planning applications received:

a) MC/23/0447 Rye Street Farm Rye Street Cliffe ME3 7UD - Proposal Application under Schedule 2, Part 6 Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the construction of a steel portal framed building for agricultural storage of hay and machinery. Comments by: 23/3/23.

b) MC/23/0408 2 Perry Hill Cliffe ME3 7TX – Construction of a single storey rear extension.
Comments by: 24/3/23.

c) MC/23/0272 Land At Town Road Cliffe Woods ME3 8JL – Redrow - Details pursuant to conditions 9 (tree and hedge protection), 15 (ecology mitigation) and 16 (ecology management) on planning permission MC/19/0287. Comments sent prior: **The Parish Council request clarification from Redrow that the documents submitted for this application are correct. There appears to be discrepancies pertaining to Condition 9, in what is shown and what is in fact present.**

d) MC/23/0281 Oast Cottage Station Road Cliffe ME3 7RU - Application for a non-material amendment to planning permission MC/22/0453 for realignment of single storey rear extension.
Comments sent prior: **No objection.**

e) MC/23/0354 Land Adj To 3 Swingate Avenue Cliffe ME3 7QZ - Details pursuant to condition 3 (materials) on appeal decision APP/A2280/W/18/3214287 for Construction of a detached 2 bedroomed dwelling. Comments: No documents submitted. 143.2- Deferred until next planning meeting. **No comments due to no documents available**

158.2- NONE

158.3 Other planning issues:

Other planning issues:

a) MC/22/0254 (Trenport) Land to the east and west of Church Street, Cliffe

It was reported that the action group have had a meeting with Dave Harris (Head of Medway Planning) and David Carpenter regarding the Rule 6 status and actions required to fight the Trenport Appeal. The Trenport appeal is set for 16.05.2023 at Gun Wharf Office. The Parish Council have formally applied for the Rule 6 status and a case of statement sent.

b) MC/21/1287 Redrow site, Oakleigh Fields, Town Road, Cliffe Woods

A meeting was held on 23.02.2023 present was Cllr FH, CF for the Parish Council and 3 Ward Cllrs. Peter Moore and Dave Woods were also in attendance for the residents group. Nobody from Medway Council was present. The meeting covered the S278 Works. The start of the works did not happen as originally proposed and that UKPN and Highways were still undecided as to when this work should be conducted. Concerns were also raised about contractors parking their vehicles in View Road and adjacent to Parkside carpark.

c) Redrow land, south of Buckland Rd

This is the new application for 45 houses. Current Redrow are proposing the new access road for emergency vehicles to go directly through the allotments, which they have agreed to transfer to the parish council. **Deferred until next planning meeting.**

d) MC/21/1694 Esquire development, View Road, Cliffe Woods- No updates

e) 2 Tennyson Ave, Cliffe Woods- No updates

f) MC/22/1713 Retirement Development, View Rd, Cliffe Woods- No updates

g) Draft Local Plan- No updates

h) LSA- No updates

159 Cliffe and Cliffe Woods Neighbourhood Plan

The referendum is due to take place on 04.05.2023

160 Report: Other Committees

160.1 Footpaths and Common Land – General Report – Cllrs Cooper-

Nothing to report.

160.2 Personnel Committee- Cllrs Dibble, Fenney, Walton & Clerks (as necessary)

Already covered

161 Report: Other Bodies

161.1 Cliffe and Cliffe Woods Community Trust – Report – Cllr Kentell

Cllr CF, reported that there has been some fencing work completed.

161.2 Cliffe Woods Community Centre Liaison- General Report- Cllr Walton-

Cllr CF reported that the association is still waiting on the planning application.

161.3 Cliffe Memorial Hall- General Report- Cllr Fenney/ Cllr Darwell

Cllr SF reported on the Coffee Mornings still going well.

161.4 Brett's Liaison- Next meeting 05.04.2023

161.5 Rural Liaison Committee- Cllr Wyatt – Cllr RW reported on the water management discussions.

161.6 Kent Association of Local Councils- Cllrs McDermid/Harper

161.7 Patient Participation Group- Cllrs McDermid/Fenney-

No meeting

161.8 Events- Cllr Darwell (Cliffe) and Cllr Walton (Cliffe Woods)-

Cllr JD reported on the planning of the Coronation event in Cliffe

Cllr VW reported on the Coronation event in Cliffe Woods

162 Other Reports –

Nothing

Other items to be handed to the Clerk for the next meeting and AGM on 11th May 2023 at 7:00 pm at the Emmanuel Centre, Cliffe Woods.

MEETING CLOSED AT 21:45

SIGNED BY..... CHAIR AND DATED.....