



Cliffe and Cliffe Woods Parish Council
17 Graveney Close, Cliffe Woods, Rochester, Kent ME3 8LB

☎ 01634 566166
✉ clerk@cliffeandcliffewoods-pc.gov.uk

Mrs Alex Jack, Clerk/PO and Mrs Helen Symmons, Clerk/RFO

To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held at 7.30pm on **Thursday 18th June 2026 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 – three vacancies for Cliffe Woods Ward**
- 4.0 **Approval of Minutes of Meetings held on 21-05-2026**
- 4.1 Annual Parish Council Meeting
- 4.2 Parish Council Meeting
- 5.0 **Report: Clerks**
- 6.0 **Report: Chair (Cllr B Dibble)**
- 7.0 **Cliffe and Grain fire station closures (Cllr J Darwell)**
- 8.0 **Reports: Finance & General Purposes (Clerk/RFO)**
- 8.1 Election of additional Committee Members.
- 8.2 The F&GP committee meeting on 09/06/2026 was cancelled.
- a) Council are asked to review and resolve the following:
- i) Bank reconciliations for April 2026
- ii) Receipts and payments for May 2026
- iii) Reports for proposed Tender for Cliffe Woods car park refurbishment and Public Works loan
- iv) For 2 Councillors to sign the legal Deed for the transfer of Cliffe Woods allotment site from Redrow Homes South East to the Parish Council in accordance with Standing Orders Item 23 a) and b). Legal fees to be paid by Redrow.
- b) Other items of note (no decisions required):
- i) HMRC increased mileage rates from April 2026 from £0.45 to £0.55 per mile
- ii) Six Bells car show event application form and insurance documents received
- iii) Annual NSALG membership renewal for 2026
- 9.0 **Report: Planning Committee (Cllr C Fribbins)**
The Planning Committee meeting on 28/6/2026 was cancelled as no applications to review.
- 9.1 **Applications received since meeting date: tba**

- 9.2 **Ongoing developments/issues:**
- a) **MC/22/0254 - 250 new homes including a community building and replacement sports facilities, Land to the East & West of Church St, Cliffe** – Land acquired from Trenport by Esquire Developments. Meeting requested with Parish Council.
 - b) **S106 Sporting facilities in Cliffe Woods** – Awaiting response from Medway Council re decision on use of funding for sports facilities in Cliffe Woods. Clerk has contacted Medway Council to follow up and a response is awaited.
 - 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, 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.
- 10.0 **Report: Cliffe Woods Car Park Resurfacing Project** (Cllrs. C Fribbins, F Harper)
- 10.1 Proposed Reports from Clerk/RFO as at Item 7.1 (iii) above.
- 11.0 **Report: Council Assets** – includes Allotments, Play Areas, Changing Rooms, Bus Shelter, Car Park and Buttway (Cllrs. B Dibble, P Clements, R Wyatt, Clerk/PO)
- 11.1 Cliffe Recreation Ground – Report from RU for Cliffe Crusaders RFC re pitch condition, as circulated
- 11.2 Transfer of allotment site at Cliffe Woods as at Item 8.2 (iv) above.
- 12.0 **Report: Other Committees/Panel**
- 12.1 Footpaths and Common Land (Cllr H Johnson)
- 12.2 Personnel Panel (Cllrs. V Walton, J Wenban, R Wyatt)
- a) Remuneration
- 12.3 Social and Digital Media (Cllrs. D Bishop, C Fribbins)
- 13.0 **Report: Other Bodies**
- 13.1 Cliffe and Cliffe Woods Community Trust (Cllrs. D Bishop, C Fribbins, K Kentell, V Walton)
- 13.2 Cliffe Woods Community Association (Cllr V Walton)
- 13.3 Cliffe Memorial Hall
- a) Election of Members
- 13.4 Brett’s Liaison (Cllrs. C Fribbins, K Kentell, R Letheren, J Wenban)
- a) Election of additional Members
- 13.5 Rural Liaison Committee (Cllr R Wyatt)
- 13.6 KALC Medway Area
- a) Election of Members
- 13.7 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott)
- a) Election of Members
- 13.8 Police Liaison (Cllr H Johnson)
- 13.9 Events
- 14.0 **Other Reports** – to be handed to the Clerk for next meeting 16/07/2026 at Emmanuel Centre, Cliffe Woods.