

Hoo St Werburgh and Chattenden Parish Council

The Minutes of the Meeting of Hoo Saint Werburgh and Chattenden Parish Council
Held at Chattenden Community Centre on Thursday 4th January 2024 at 7.00pm.

Councillors present: Barton
Chester
Cutting
Dunkley
Fray
Hopson
Koroma
Mitchell
Pearce
Sands
Sparkes
Styles
Tildesley
Wood

Also: Sherrie Babington - Parish Clerk, and members of the public.

The meeting was chaired by Councillor Sands.

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.

Apologies were received, and reasons for absence accepted from Cllrs Williams (sickness), Gissing (sickness).

2. Declaration of Interests.

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.

Cllr Sparkes – Planning Matters.

Cllr Styles – Planning Matters.

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

There were no dispensations to consider.

3. Minutes of the previous meeting.

The Minutes of the previous meeting were circulated to all present.

It was proposed by Cllr Chester to accept these as a true record, seconded by Cllr Fray and agreed by all present.

The approved Minutes were then signed and dated by the Chairman.

4. Parish Councillor Vacancy.

First Notice published in accordance with the regulations. Medway Council to inform the PC whether an election would be called or whether the PC could proceed to co-option.

5. Matters arising from the Minutes.

a. Chattenden Consultation.

Draft questionnaire approved at September PC meeting, Cllrs Sparkes, Koroma, Chester and Mitchell to progress with assistance of Cllr Pearce.

Clerk has set up email chattendenconsultation@hoopc.org.

Cllr Sparkes presented members with the final draft for the consultation. This was approved and it was agreed that this would be printed and distributed to residents of Chattenden.

Action: Chattenden Working Group to action.

b. Kingshill Recreation Ground Tender.

Tenders are expected to be returned by early January 2024

6. Public Comments.

No matters were raised.

7. Police and PACT Report.

A report regarding police matters and the PACT was given by Cllr Cutting.

The following was noted by members:

On the first Tuesday of every month, a surgery is held with the Community Safety Unit (CSU) Police Inspector. Due to Christmas and New Years Bank Holidays, next month's surgery will be 9 January instead, the second Tuesday of the month. The surgery provides Elected Members with a platform to raise any concerns which they may have, or to seek advice on Community Safety issues affecting their Ward, directly with a senior police officer. The surgery is held on Microsoft Teams between 3.30pm and 4.30pm, during which a fifteen-minute appointment slot can be pre-booked by emailing mark.mccree@medway.gov.uk.

The police have requested that a summary be provided at the time of booking an appointment, which provides an overview of the issue(s) which the Elected Member would like to raise. By providing a summary in advance, this enables the Police Inspector to carry out any research which may be required so that informed guidance or response can be provided during the appointment.

Councillors – you will only be invited by using your @medway.gov.uk email address.

Parish Councillors – this is open to you as well, but could it please be 1 representative per PC, and you would need access to Microsoft Teams.

8. Urgent Matters (if any with the Chairman’s consent).

No urgent matters were raised by members.

9. Financial Matters.

a. Financial Statement.

Members considered the circulated Financial Statement.

The bank balances and payments were considered by members, these were approved, proposed by Cllr Fray, seconded by Cllr Dunkley, and agreed by all present.

10. Clerks Report.

The Clerk’s Report was noted.

11. Chairmans Report.

The Chairman gave a brief report to present. He thanked all members for their input into the Christmas event, held in the Village Square. He stated that this was a successful event attended by 295 children.

12. Parish Council Committees.

To receive the reports and recommendations from PC Committees.

a. Events Committee.

To receive an update from the Events Committee.

Cllr Pearce gave a report on the Christmas event held in the Village Square. He stated that this was a successful event and a debrief meeting would be arranged to discuss this.

Cllr Cutting reported further on this event and spoke regarding some issues that occurred and how this could be improved for future years.

She asked the Parish Council to consider making donations to the Bell Ringers and the Lions Club. This was discussed and it was agreed that a donation of £50 would be made to the Bell Ringers and £100 to the Lions Club.

This was proposed by Cllr Sparks, seconded by Cllr Pearce, and agreed by all present.

It was also agreed to send a letter of thanks to the Choir.

It was reported that the next event would be the D-Day Celebration on the 6th of June 2024.

Action: Clerk to arrange for donations to be made as agreed.

The Chairman spoke regarding the need to formalise the Events Committee with its own Term’s of Reference. He stated the Clerk had drafted the Terms of Reference for consideration as a starting point, and these were circulated to all members.

This was discussed, and it was agreed that this matter would be formally considered at the next Parish Council meeting.

Action: Clerk to place item on next agenda.

b. Environment Committee.

No matters were reported.

c. Finance, Audit and General Purposes Committee.

Budget Meeting to be arranged when the Band D figures were released by Medway Council.

13. Planning Matters.

a. Planning Applications Received.

APPLICATIONS RECEIVED SINCE THE LAST MEETING

MC/23/2837 18 Linton Dann Close, Hoo St Werburgh, Rochester, Medway
Construction of a part first floor part single storey side extension.

No objections.

MC/23/2857 Land at The Former Sturdee Club and Land at Stoke Road Hoo St Werburgh
Construction of 134no. residential dwellings (including affordable and over 55's homes), children's nursery (Class E(f)), cafe/community hub (Class E(b)/F2(b)) and commercial/retail floorspace (E(g)/E(a), new public open spaces, sustainable urban drainage systems, landscaping and biodiversity areas and play areas. Access to be from 4no. new locations from Stoke Road. Provision of roads, parking spaces and earthworks - Demolition of the Sturdee Club and associated structures.

Members discussed this planning application, and it was agreed that the Parish Council would seek an extension of time to enable this to be discussed that it's February meeting.

It was also agreed that further details regarding the community hub facility and a public transport plan would be requested.

Action Clerk to request extension time from Medway Council

MC/23/2527 Lingley House Elm Avenue Chattenden Rochester Medway ME3 8L

Construction of a two-storey detached 3-bedroom dwelling, including external works and new vehicular access - Resubmission of MC/23/0631.

It was agreed that the Parish Council would raise objections to this planning application based on the previous refusal by Medway Council, concerns about the Parish Councils ancient Woodland, the SSSI, removal of trees and the change to the outlook of the neighbourhood Woodland.

Action: Clerk to submit objection letter.

APPLICATIONS DETERMINED BY MEDWAY COUNCIL

MC/23/2316

4 Everest Drive Hoo St Werburgh Rochester Medway ME3 9AN

Construction of a two-storey extension to side with integral garage re-submission of MC/14/1338 - demolition of existing garage

Refusal

Notification of Refusal of Planning Permission to Develop Land.

Take Notice that the Medway Council in pursuance of its powers under the above Act HAVE REFUSED PERMISSION for the development of land as described above in accordance with your application for planning permission received complete on 16 October 2023

FOR THE FOLLOWING REASONS:

1 The proposal, by virtue of its scale, design and proximity to the boundary would result in a dominant form of development that would detract from the appearance of the host dwelling and result in significant harm to the character and appearance of the surrounding street scene. This is due to the lack in subservience to the primary dwelling and erosion of the gap at first floor level. As such, the proposal fails to comply with policy BNE1 and BNE2 of the Medway Local Plan (2003) and paragraphs 126 and 130 of the NPPF (2023).

MC/23/2255

131 Main Road Hoo St Werburgh Rochester Medway ME3 9EX

Construction of a single storey side extension.

Approval with Conditions

b. Other Planning Matters.

To consider other planning matters.

c. Medway Council - Local Plan.

No matters were raised.

14. Burial Ground.

The appointed Working Group has met to discuss the Burial Ground and its potential transfer to the church. A further meeting will take place in early January followed by a meeting with the PCC.

15. New Community Centre.

The New Community Centre Committee has met to discuss the new community centre and the Architect quotations.

The Vice Chairman has circulated briefing information to the Committee and a further meeting will be arranged where the Architects will be invited to present to the committee.

In the Vice Chairman's absence, the Chairman updated members on this matter.

16. Neighbourhood Plan Report.

To receive an update report from the NHP Group.

Cllr Cutting reported that the Neighbourhood Plan went to Medway Councils Cabinet on the 19th of December 2023. She stated at this meeting Cllr Curry was applauded for his work on the Neighbourhood Plan and she confirmed that he had never worked on this.

She stated the latest Plan, the Green Space Report and the two Consultation Statements were to be placed on the Parish Council website for feedback purposes, not for a formal consultation, as the

formal consultation would be undertaken by Medway Council, and any comments received by them would be put to the Planning Inspector.

She confirmed that the Plan was due to be presented to Medway Councillors at a meeting on the 8th of February 2023 at Medway Park, Dave Chetywn would be present at that meeting to present the Plan. She urged as many members to attend this meeting as possible.

17. Ward Councillors Report.

Cllr Pearce gave his Ward Councillors report to the meeting.

He spoke regarding the following:

- MC Planning application for Deangate Parkland.
- Four Elms Hill work.
- Medway Council Bin collection.
- Thomas Adeline's 200th birthday event.

18. Date of the next meeting – Thursday 1st February 2024 at Pottery Road Village Hall.

There being no further business to discuss, the Chairman closed the meeting to the press and public at 9.10pm.

Signed: _____

Dated: _____