

FRINDSBURY EXTRA PARISH COUNCIL**MINUTES OF THE MEETING HELD ON THURSDAY 29 SEPTEMBER 2022 AT FRINDSBURY EXTRA MEMORIAL HALL, HOLLY ROAD, WAINSCOTT AT 7.30 PM**

PRESENT:	Cllr Gary Etheridge	In the Chair
	Cllr Peter Martin	
	Cllr Mrs Sheila Noise	
	Cllr Vanessa Roach	
	Cllr John Williams	
	Cllr Paul Thorpe	
	Mrs Roxana Brammer	Clerk
	Mrs Emma Johnson	Assistant Clerk
In attendance	Mrs Anne Roscow	Footpaths Officer
	One member of the public	

Before the commencement of the meeting and in the absence of both the Chairman and Vice Chairman it was proposed by Cllr Williams, seconded by Cllr Martin and agreed Cllr Etheridge be appointed Chairman of the meeting.

Item

Minute 2022/23

*Action point***1 CHAIRMANS OPENING REMARKS**

263 Cllr Etheridge thanked the Assistant Clerk and Cllr Roach for organising the condolence book for the death of Queen Elizabeth II.

2 APOLOGIES

264 Apologies for absence were received from

Cllr Chris Sparks	On Holiday
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Cllr Geoff Moore	Unwell
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Cllr Andrew Millsom	At another Meeting
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Cllr Mrs Elizabeth Turpin	Medway Council Meeting
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It was proposed by Cllr Roach, seconded by Cllr Thorpe and agreed these apologies be accepted.

3 CASUAL VACANCY

265 Following the resignation of Fatima Mitchell the statutory notice had been displayed. No electors had asked for a by-election. The casual vacancy would be advertised for a qualified person to be co-opted.

4 DECLARATIONS OF INTERESTS

266 None

5 ANY OTHER BUSINESS OF AN URGENT NATURE

267 None

6 MINUTES OF THE MEETING HELD ON 28 JULY

268 It was proposed by Cllr Williams, seconded by Cllr Martin and agreed the minutes of the meeting held on 28th July 2022 be signed as a true record.

7 MATTERS ARISING

269 No matters were raised.

8 MINUTES OF THE MEETING HELD ON 11 AUGUST

270 It was proposed by Cllr Mrs Noise, seconded by Cllr Thorpe and agreed the minutes of the meeting held on 11th August 2022 be signed as a true record.

9 MATTERS ARISING

271 a **C/08/22/3 minute 2022/23/262 Frindsbury Extra Memorial Hall**

Subsequent to the meeting the hall treasurer/Booking Clerk withdrew her resignation as a trustee and would continue with her duties solely at the hall.

10 FOOTPATHS

272 a **Footpath Officer's Report**

The Chairman suspended the meeting to allow Mrs Roscow give her report:

Since our last meeting, Dennis and I have widened the steps on RS 126A. This is the path between Upper and Lower Upnor. We spent three Mondays in August doing this. In September we have cut down the stinging nettles on RS131, close to Dillywood Lane, using the trimmers.

The Chairman thanked Mrs Roscow and reconvened the meeting.

11 PLANNING

a **Applications**

273 i **MC/22/2105** 18 Moat Lane Upnor: Construction of a single storey rear extension

No objection.

274 ii **CAN/22/1952** St Philip And St James Church Upnor: T1 - Oak - Reduce height by 2.5m leaving at 13m, reduce width by 2.5m leaving 7m

No objection.

275 iii **MC/22/2244** Veolia ES (UK) Ltd George Summers Close Medway City Estate: Construction of a new industrial building for the operation of a Materials Recovery Facility (MRF), a new office building, new weighbridges, a fire suppression system and ancillary development - Demolition of existing structures - Resubmission of MC/20/2055 | Veolia ES (UK) Ltd George Summers Close Medway City Estate Rochester Medway ME2 4DY

of existing structures - Resubmission of MC/20/2055 | Veolia ES (UK) Ltd George Summers Close Medway City Estate Rochester Medway ME2 4DY

No objection

- 276 **iv** **MC/22/2131** Veolia ES (UK) Ltd George Summers Close Medway City Estate- Construction of a new industrial building for the operation of a Materials Recovery Facility (MRF), a new office building, new weighbridges, a fire suppression system and ancillary development - Demolition of existing structures - Resubmission of MC/20/2055 | Veolia ES (UK) Ltd George Summers Close Medway City Estate Rochester Medway ME2 4DY

No objection

- 277 **v** **MC/22/2236** Upnor Castle High Street Upnor: Listed building consent for the following schedule of works on the barracks at Upnor Castle; On the South elevation second floor West window lintel rake out the two vertical joints to a minimum depth of 30mm and repoint with mortar to match the existing.
- On the gable end remove any loose mortar and carefully remove the horizontal mortar joint under the brick course directly under the timber sill.
 - The mortar should be removed to a depth of 70mm minimum and 350mm each side of the fracture to allow the insertion of 650mm long 8mm diameter stainless steel spiral tie.
 - Repoint with a lime mortar to match the existing in colour and texture.
 - On the South elevation carefully cut out the defective mortar along the line of the fracture to a minimum depth of 30mm and repoint the joints where there are no ties to be inserted.
 - At the tie locations carefully remove the mortar joint 350mm each side of the fracture to a depth of 70mm minimum to allow the insertion of 8mm diameter stainless steel spiral ties varying in length to suit the fractures with a minimum length of 650mm.
 - Repoint with a lime mortar to match the existing in colour and texture. The best mortar sample biscuit was Barley.

No Objection

- 278 **vi** **TPA/22/2238** Rear Of 12-14 Moat Lane Upnor: 01 - Ash - Reduce limbs overhanging number 14 Moat Lane by approx 2 Meters

No objection.

- 279 **vii** **MC/22/2212** 11 Grasmere Grove Wainscott: Construction of a single storey extension to side and rear together with dormer to rear - removal of existing dormer and steps to rear.

No Objection

- 280 **viii** **MC/22/2204** 22 Guinness Drive Wainscott: Application for a lawful development certificate (proposed) for the construction of dormer to rear with juliet balcony and roof light to front to facilitate the conversion of the roof to a habitable space

No Objection

- 281 **ix** **MC/22/2115** Chichester House Waterside Court Neptune Way Medway City Estate: Change of use of ground floor from storage and distribution (Class B8) to sale of food and drink (Class E(b)) and Indoor sport, recreation or fitness (Class E (d)) and first floor from offices (Class B1(a)) to indoor sport, recreation and fitness (Class E(d))

No objection.

- 282 **b** **Decisions**

The decisions as listed on Appendix A were noted.

283 c **Appeals and Other Matters**

None

284 d **Neighbourhood Plan**

It was reported that there was no longer a candidate to be the Chairman for the Neighbourhood Plan.

12 FINANCE

285 c **Bank Balances**

The Bank balances at 31 August 2022 as listed on Appendix B were noted.

286 d **Paid since last meeting**

Payments made since the last meeting listed on Appendix B were ratified.

287 e **Accounts for payment**

It was proposed by Cllr Mrs Noise, seconded by Cllr Williams and agreed that the accounts for payment as listed on Appendix B be paid.

288 f **Parish Meeting Room door lock**

The Clerk reported multiple people having access to the Parish room and on a few occasions mess had been left behind, also it was a concern that expensive equipment was being stored in the room and despite requests a list of people who have access had not been provided. The cost of a key pad lock and fitting would not be more than £100. After discussion, It was proposed by Cllr Williams, seconded by Cllr Thorpe and agreed for a key pad lock to be fitted and access to the number be controlled by the Parish Council.

13 GRANT APPLIATIONS

289 a **Royal British Legion Poppy Appeal**

It was proposed by Cllr Thorpe, seconded by Cllr Williams and agreed to give a grant of £100 to the Royal British Legion Poppy Appeal. Under Section S137 of the LGA 1972.

290 b **Frindsbury Extra memorial hall**

The Clerk reported that the hall alarm was not always being used due to some hirers not having access to an alarm key. She suggested the Council give a grant in kind of 15 alarm keys so that hirers could set the alarm on exit and the insurance would not be invalidated by leaving the hall unalarmed. This was proposed by Cllr Etheridge,

seconded by Cllr Mrs Noise and agreed. The grant made under S19 of the Miscellaneous Provisions Act 1976.

14 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY

a Recreation Ground/Hall Garden

291 **i General Matters**

Nothing to report.

292 **ii MHS Tree 39 Hollywood Lane**

Nothing to report.

CS

293 **iii Boundary fence at rear of 35 Hughes Drive**

Nothing to report.

CS

294 **iv Football**

The Clerk reported that some goals had been delivered to the hall but were larger than expected and were blocking doors and windows which the booking clerk was not happy with so football were asked to move them. Also, they had been provided with a key to the toilets at the back of the hall and told they were to be used under supervision.

295 **v Damaged Fence**

It was proposed by Cllr Mrs Noise, seconded by Cllr Martin and agreed to accept the quotation from Baylis Landscapes to repair all damage to fencing around the recreation ground.

b Wainscott Fields

296 **i General Matters**

The Assistant Clerk reported trees had been damaged by children.

297 **c Wainscott Fields Working Group**

The Assistant Clerk reported an estimate for £1200 had been received from Environmental Planning and Research to update the existing draft Ecological Management Plan. A meeting would be arranged to discuss further with EPR.

298 **d Coomber Green**

Cllr Etheridge expressed his disappointment that the Village Voices had created such a small article about the bench unveiling ceremony for David Coomber.

e Playparks

299 **i Recreation Ground**

The Assistant Clerk reported that criminal damage and anti-social behaviour at the recreation ground play park was becoming a regular occurrence. Cllr Williams said he would keep raising issues at police meetings and would try to get in touch with the community safety officer for Medway. Cllr Roach would write an article to place on social media to try to inform parents and reassure residents the Parish Council would continue to keep doing all they could to keep the area safe.

JW

300 **ii Wainscott Fields**

The Clerk reported the damaged basket swing could not be repaired and that a similar replacement would be over £6,000. It was agreed to have the remainder of the item removed.

301 **iii Coomber Green**

Nothing to report.

**F Allotments
General Matters**

302 **i** The Assistant Clerk reported that all allotment plots were now filled.

303 **ii New Allotment Site**

It was thought that Cllr Sparks was still talking to the Church Commissioners

CS

304 **g Lower Upnor Village Green**

Nothing to report.

306 **i Notice Boards**

Nothing to report

307 **j Defibrillators**

Cllr Williams reported he had received an email regarding defibrillator recalls. The Assistant Clerk reported she had looked into the matter and had arranged for one of the defibrillators to be picked up and fixed. The Assistant Clerk also reported she had found someone new to check the defibrillator in Upnor.

15 UPNOR

308 **a General Matters**

The Clerk reported she had received a few complaints from residents asking about a houseboat which had appeared in Upnor. Cllrs reported Medway Council Planning and Peel Ports were aware and investigating.

309 **b River Wain**

Nothing to report.

310 **c Land adjacent to Ordnance Yard**

Nothing to report.

311 **d Arethusa Venture Centre**

Nothing to report.

312 **e Resident Complaint Anti-Social Behaviour**

The Assistant Clerk reported she had been receiving complaints from one resident in Upnor regarding the amount of cars and bikes going past late at night down to the car park by the Yacht club and causing anti-social behaviour. He had been advised it was a policing matter and to keep reporting all incidents and information to the police and that our police liaison would keep raising the issue at police meetings. The resident had also requested a meeting with himself, the Chairman and Cllr Williams.

CS
JW

16 COMMUNITY LUNCH

313 The Assistant Clerk reported the lunches were still very low on attendance and the idea of downscaling or creating coffee morning instead would be discussed at the October meeting at which the cook and volunteers would be present for their input.

17 HIGHWAYS AND TRANSPORT

314 Nothing to report.

18 LIGHTING

315 Nothing to report.

19 RURAL LIAISON COMMITTEE316 **a Representative's Report**

Cllr Etheridge reported he had been voted vice chairman and that the Hoo Development Framework had been discussed and he and Cllrs Mrs Turpin and Williams objected to the Framework. The fact that the 400m boundaries between SSSI and villages were being disregarded had been discussed.

Medway Council were also not providing Parish Councils the criteria or how to apply for the Rural Liaison Grant, and that no other Parish Council had managed to get any information or money either.

20 KENT ASSOCIATION OF LOCAL COUNCILS MEDWAY AREA COMMITTEE317 **a Representatives' Report**

The Clerk reported the next meeting would be held on the 19th October.

21 POLICE MATTERS**318 a Police Liaison Committee Representative's Report**

Cllr Williams reported he would bring up the anti-social behaviour at Wainscott Fields and Upnor again.

319 b Neighbourhood Watch

In Cllr Onimole's absence no report was given.

22 COMMUNICATIONS**320 a Website**

Nothing to report.

321 b Magazine

Nothing to report.

322 c Social Media

Cllr Roach and the Assistant Clerk both agreed that residents were being reached and the Council's social media presence was not quite ready for Twitter. Cllr Roach suggested using survey monkey or similar to get residents views on certain topics. Training for all Cllrs on social media was discussed.

23 CONSULTATION**323 a Hoo Development Framework**

It was reported that a consultation had gone out for the Hoo Development Framework but there had been some issues.

24 CORRESPONDENCE

324 None.

25 REPORTS AND CIRCULARS

325 None

The Chairman suspended the meeting for the Medway Councillors' report.

MEDWAY COUNCILLORS' REPORT

No report was given.

CONFIDENTIAL SECTION**26 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC**

326 It was proposed by Cllr Etheridge, seconded by Cllr Martin and agreed the press and public be excluded from the following item on the grounds it was a legal matter.

27 ACQUISITION OF LAND**327 a Legal Position Update**

The Clerk reported that the Council's solicitor needed a play equipment inspection report to move forward as Greenbelt had not provided one but that everything else was ready to proceed.

328 b Inspection of Play Park

The Clerk reported that the play park inspection had come back that day and that some of the equipment was not up to standard and that as soon as the documents were signed and the acquisition had completed the existing play equipment would have to be removed.

329 c Play Park Tenders

The Clerk reported she had sent tenders to four companies but only one had responded whose tender had been received within the deadline. She had given extra days for documents to arrive due to the postal strike but no others had come. The tender had been opened and signed by Cllrs Moore and Mrs Noise together with the Clerk. The drawings were tabled and the total net price was £84,770.00. The Assistant Clerk commented that Cllr Sparks had wanted to see a quotation from a company whose representative lived in Lower Upnor but during discussion it was generally agreed that every opportunity had been given and that the time period should not be extended. It was then proposed by Cllr Roach seconded by Cllr Mrs Noise and agreed unanimously that the quotation from Home Counties Play be accepted.

The Chairman thanked everyone for attending and closed the meeting at 21:05

Signed Chairman

On the ... day of2022