

**FRINDBURY EXTRA PARISH COUNCIL**

**MINUTES OF THE MEETING HELD ON TUESDAY 28 MARCH 2023 AT FRINDBURY EXTRA MEMORIAL HALL,  
HOLLY ROAD, WAINSCOTT AT 7.30 PM**

<b>PRESENT:</b>	Cllr Chris Sparks	Chairman	
	Cllr Geoffrey Moore	Vice-Chairman	
	Cllr Andrew Millsom		From item 7
	Cllr Anne Roscow		
	Cllr Vanessa Roach		
	Cllr Paul Thorpe		
	Cllr Elizabeth Turpin		From Item 7
	Mrs Roxana Brammer	Clerk	
	Mrs Emma Johnson	Assistant Clerk	

In attendance 2 Member of the public

**Item**

Minute 2022/23

*Action point*

**1 APOLOGIES**

684 Apologies for absence were received from  
 Cllr Gary Etheridge Hospital  
 Cllr Sheila Noise Prior Commitment  
 Cllr John Williams Prior Commitment  
 It was proposed by Cllr Moore, seconded by Cllr Roach and agreed these apologies be accepted.  
 An apology for late arrival was received from Cllr Millsom

**2 DECLARATIONS OF INTERESTS**

685 None

**3 ANY OTHER BUSINESS OF AN URGENT NATURE**

686 None

**4 MINUTES OF LAST MEETING**

687 It was proposed by Cllr Moore, seconded by Cllr Thorpe and agreed the minutes of the meeting held on 28<sup>th</sup> March 2023 be signed as a true record.

**5 MATTERS ARISING**

688 None

**6 FOOTPATHS**

**689 Footpath Officer’s Report**

Cllr Roscow gave her report as follows:

This month we focused on Lower Upnor, RS136 from Brissenden Close, and RS128 which is alongside Upchat Road. We litter picked, removed some fallen branches, cut back brambles and have strimmed the stinging nettles and other vegetation that was encroaching on the steps.  
 I have contacted Medway PROW to remove fallen trees.  
 We also had a quick look at RS122 from the end of Castle Street in Upper Upnor. We strimmed some stinging nettles and cut back some brambles on a short section of this footpath.

- 7 PLANNING**
- a Applications**
- 690 **i MC/23/0931** 47 Lingley Drive Wainscott: Construction of a single storey side/rear extension - demolition of conservatory to the rear.
- No objection.
- 691 **ii MC/23/0854** 113 Hollywood Lane Wainscott: Construction of a 2 storey side extension; part single part 2 storey rear extension; porch to front and alterations to windows and doors
- No objection
- 692 **iii MC/23/0799** Shaftesbury House Upnor Road Upnor: Prior approval for the enlargement of a dwelling by construction of additional storey. The maximum height proposed is 15.63m.
- No Objection
- 693 **iv MC/23/0806** 30 Castle Street Upnor: Construction of new garage with storage above - demolition of existing garage and shed
- No Objection
- 694 **v MC/23/0757** 14 Chancel Drive Wainscott: Application for a Lawful Development Certificate (proposed) for construction of a dormer window to rear and installation of roof lights to front to provide additional living accommodation within roof space
- Frindsbury Extra Parish Council objects to the above application as the dormer proposed is out of character and no precedent has been set in the area as such would look out of place. Also the Parish felt the design was bulky spanning across the width of the home and there was concerns about party wall agreement and the implications to the neighbouring properties.
- 695 **vi MC/22/0763** Land Adjoining Terrance Butler Avenue Off Anthonys Way Medway City Estate: Construction of a drive-thru coffee shop and a separate car vehicle storage warehouse - Resubmission of MC/22/0332
- Frindsbury Extra Parish Council object to the above planning application for the following reasons:  
 Environmental - Whitewall Creek is the confluence where the River Wain a rare Chalk stream draining the Hogmarsh in Upnor meets the River Medway. It is the point where Southern Water treatment works drains into. The area of Hogmarsh floods on a regular basis after high rainfall and high spring tides. Any infilling of this area will have a significant effect on the flood risk of the area. The River Wain Chalk Stream is a valued site within the parish of Frindsbury Extra, and home to significant numbers of wildlife, providing winter roosting for waders and is breeding ground for Linnet birds which are on the UK red list. It is the last area of habitat of this kind in the local area. Whitewall Creek provides shelter to winter roosting wading birds. Examples of these are the RSPB red list dunlin and curlew that visit the Medway which is a designated RAMSAR site. Although the RAMSAR designated area falls short of Whitewall Creek any infilling and building would decrease and devalue the area accessible to local wildlife. The area has a population of kingfishers and Cetti's warblers, both species reliant on this specific habitat. Seals also visit the area when hunting at high tide, they are sensitive to human activity any infill will diminish their available habitat, especially when the Medway is lucky to have an increasing population of seals. The scrub area around the creek acts as a screen for the wildlife in the area and reduces the amount of disturbance that is often related to human activity.  
 Highways - There are currently issues with the turn into Anthonys Way, particularly with the right turn necessary to leave the Medway City Estate. The petrol station with its shop and Mcdonald's restaurant already generate a substantial amount of traffic, especially on Saturdays. The drive through coffee shop will contribute significantly to this traffic. In addition, a vehicle storage warehouse facility by its very nature will also involve traffic movements. The Design and Access statement makes no mention of the current traffic problems, or how traffic generated by this proposed development would be managed.
- 696 **vii MC/23/0736** 34 Frittenden Road Wainscott: Construction of a single storey extension to rear - demolition of existing outbuilding.
- No objection

697 **MC/23/0732** Land At Upchat Road (adjacent To Riverslea Farm House): Installation of security fencing and access gate.

No Objection

698 **b Decisions**

The decisions as listed on Appendix A were noted.

**c Appeals and Other Matters**

699 **i Lower Upnor House Boat**

Cllr Sparks reported there was no further update since the last meeting.

CS  
EJ

700 **ii Patmans Wharf**

Cllr Sparks reported that the development had been approved on appeal.

701 **iii Verbal Report KALC Planning Conference**

Cllr Anne Roscow reported on the planning conference she attended. There was discussions about the hazards of artificial grass, sewage capacity, onshore wind farms, neighbourhood plans, biodiversity net gains, solar panels and 20mph limits around schools.

702 **d Neighbourhood Plan**

Cllr Sparks reported that Tony Ashton has been elected to the Parish Council and has agreed to be the chairman for the neighbourhood plan.

RB

**8 FINANCE**

703 **a Bank Balances**

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

704 **b Paid since last meeting**

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

705 **c Accounts for payment**

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

**9 GRANT APPLICATIONS**

706 **a Kent Air Ambulance**

The Assistant Clerk reported that Kent Air Ambulance had sent a letter asking for funding again this year, it was discussed and agreed to donate £300.

**10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY**

**a Recreation Ground/Hall Garden/Playpark**

707 **i General Matters**

The Assistant Clerk reported that one of the Perspex windows on the play equipment had been vandalised and needed replacing, the equipment needed closing off as the remaining Perspex was sharp and notices and tape had been put up.

708	ii	<b>MHS Tree 39 Hollywood Lane</b>	Cllr Sparks reported he would try contact the chief executive.	CS
709	iii	<b>Play Equipment problem, rear of 35 Hughes Drive</b>	Cllr Sparks reported he had spoken to the residents who were having items thrown over their fence from the play equipment and that he was in talks about altering the equipment to help prevent this. He was also taking advice from a play inspection company.	CS
	b	<b>Wainscott Fields Open Space/Playpark</b>		
710	i	<b>General Matters</b>	Nothing to report.	
711	c	<b>Wainscott Fields Working Group</b>	The Assistant Clerk reported the next zoom meeting would be held on May 26 <sup>th</sup> .	
712	d	<b>Coomber Green Open Space/Playpark</b>	Nothing to report.	
	e	<b>Schooner Walk Open Space/Playpark</b>		
713	i	<b>Opening Ceremony</b>	The Clerk reported the opening ceremony would be taking place on May 13 <sup>th</sup> and would start at 10:30am.	
	f	<b>Allotments</b>		
714	i	<b>General Matters</b>	Cllr Sparks agreed to arrange to get a skip delivered to site to help clear some rubbish which had built up over time.	CS
715	ii	<b>New Allotment Site</b>	The Clerk suggested that since the Church Commissioners would not sell land for a better placed allotment site. The Clerk suggested that the Church Commissioners be approached about renting the land. The existing site, which was already rented from the Church Commissioners was inconvenient and provided no parking.	
716	g	<b>Lower Upnor Village Green</b>	Cllr Sparks reported that himself, the Clerks and the Council's solicitor had a meeting where the land was discussed and agreed that a first registration caution can be put in place which the solicitor would get started on.	
717	h	<b>Woodland</b>	Nothing to report.	
718	i	<b>Notice Boards</b>	Nothing to report.	
719	j	<b>Defibrillators</b>	Nothing to report.	

**11 UPNOR****720 a General Matters**

At the Annual Parish Meeting the litter picking group from Upnor requested a heavy-duty trolley to move some of the larger items from the beach and surrounding areas and bring them to the collection point to be taken away. After deliberation it was proposed by Cllr Turpin, seconded by Cllr Thorpe and agreed to purchase a trolley. The Assistant Clerk was given a budget of £150 to purchase one.

**721 b River Wain**

Cllr Thorpe reported that the River Wain was now on the ordnance survey map and that he wished to conduct another survey further upstream near to Islingham Farm due to the acid bog in the chalk stream. The Assistant Clerk asked for Cllr Thorpe to produce a report on his findings and works on the River Wain for social media. The Chairman Thanked Cllr Thorpe for all his hard work on this project and the hope this will protect the area.

**722 c Arethusa Venture Centre**

Nothing to report.

**12 FRINDSBURY EXTRA MEMORIAL HALL**

723 Cllr Sparks reported there had been plans made and a schedule for works to be completed on the hall would be shared in due course.

**13 HIGHWAYS AND TRANSPORT**

724 It was reported there was a serious issue with pot holes in the Parish especially along the MOD road in Upnor, The Assistant Clerk reported she had already been in contact and works to repair were being organised.

**14 LIGHTING**

725 Nothing to report.

**15 RURAL LIAISON COMMITTEE****726 a Representative's Report**

Nothing to report.

**16 KENT ASSOCIATION OF LOCAL COUNCILS MEDWAY AREA COMMITTEE****727 a Representatives' Report**

Cllr Moore reported their next meeting had been cancelled due to having to find a new clerk.

**17 POLICE MATTERS****728 a Police Liaison Committee Representative's Report**

Cllr Williams reported that he had liaised with the community safety partnership and had organised for CCTV to be placed in the Upper Upnor car park to try help reduce crime in the area.

**729 b Neighbourhood Watch**

In Cllr Onimole absence no report was given.

**18 COMMUNICATIONS**

- 730 a **Website**  
Nothing to report.
- 731 b **Magazine**  
Nothing to report.
- 732 c **Social Media**  
Nothing to report.

**19 CONSULTATION**

733 None.

**20 Correspondence**

734 None.

**21 REPORTS AND CIRCULARS**

735 None.

**MEDWAY COUNCILLORS' REPORT AND PUBLIC SESSION**

The Chairman suspended the meeting to enable the Medway Councillors and members of the public to speak.

Cllr Turpin reported that the Medway Councillors attended a meeting on the HIF but did not have much to report at this time.

The Chairman thanked the Medway Councillors and reconvened the meeting.

**CONFIDENTIAL SECTION****22 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC**

736 It was proposed by Cllr Sparks, seconded by Cllr Moore and agreed the press and public be excluded from the following item on the grounds that the first was a legal matter and the second concerned members of staff.

**23 ACCIDENT CLAIMS**

737 The Clerk reported she had responded to the solicitors for the 2015 claim and expressed the disappointment with the lack of communication and opportunity to respond at all. The Clerk then went on to report she had received at email from a resident who child had scraped their knee on the play equipment as one of the foot holds were loose. No claim has been put in so far and all the foot holds were tightened the same afternoon but solicitors were made aware of the incident.

**24 PERSONNEL****738 a Salary Review**

The Clerk and Assistant Clerk left the room for this item. After discussion it was proposed by Cllr Moore, seconded by Cllr Roach and agreed that the Clerk's hourly rate would increase to £21.63 and the Assistant Clerk's to £14.70 from 1<sup>st</sup> April an increase of the rate of inflation in September 2022 of 10%

The Chairman thanked everyone for attending and closed the meeting at 21:30

Signed ..... Chairman

On the ... day of .....2023