

Minutes of Meeting held Thursday 11th November 2021

The Emmanuel, Cliffe Woods

PRESENT: Cllrs Barry Dibble (Chair) (BD), Andy Keates (Vice-Chair) (AK)
Sue McDermid (SM), Robert Wyatt (RW), Malcolm McLeod (MM), Ray Letheren (RL)
Annette Cooper (AC), Vivienne Walton (VW), Ken Kentell (KK),
Fred Harper (FH), Jim Wenban (JW)



Parish Clerks- Chris Fribbins (PO) and Michelle Dolley (RFO)

Chair opened the meeting with a one-minute silence for Remembrance Day.

The meeting opened at 7:30

- | NO | ITEM |
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| 64 | APOLOGIES FOR ABSENCE – Cllrs Joan Darwell and Sandra Fenney (Family) and Peter Clements (Covid related).
Cllr VW proposed to accept the apologies, seconded by Cllr AK- ALL AGREED |
| 65 | DECLARATIONS OF INTEREST – Cllrs SM and VW (Cliffe Woods Community Association) |
| 66 | Co-Option- There are currently two vacancies in the Cliffe Woods Ward following a resignation and an exclusion due to non-attendance. Both vacancies have been advertised and there was no call for election in the statutory period so the council can proceed to co-option. |
| 67 | ADJOURNMENT- No public attendees |
| 68 | APPROVAL OF MINUTES OF MEETING ON 14/10/2021
A number of amendments were requested. Cllr KK proposed to accept the minutes subject to these, seconded by Cllr AK- ALL AGREED |
| 69 | MATTERS ARISING FROM MINUTES OF MEETING held on 14/10/2021
Elsewhere on the agenda |
| 70 | REPORT: CLERKS
Clerk RFO reported on the advert placed with indeed for the vacancy of cleaner at Cliffe changing rooms. There have been several applicants suitable, and these have been contacted for interview.
Clerk RFO also reported that the Medway KALC clerk is also stepping down with Clerk RFO taking her place. |
| 71 | Report: Chair-
The Chair had nothing to report. |
| 72 | 1) To receive a report and recommendations of the F&GP meeting held Tuesday 2nd November in the Small Hall, Memorial Hall, Cliffe <ul style="list-style-type: none">a. To note financial reports (to 31st October)- NOTEDb. To agree Payments and note Receipts as necessary- These were proposed by Cllr RL, seconded by Cllr BD- ALL AGREED
Cllr KK requested a certificate from the recent Safeplay playground inspection course that was undertaken, this was not seconded. There is however a record of who undertook the course and can inspect the equipment.
Clerk RFO also added a training course on the payment sheet- SLCC- ILCA-CILCA- After discussions this was proposed to accept by Cllr AK, seconded by Cllr SM- ALL AGREED.c. To agree recommendations from F&GP<ul style="list-style-type: none">i. Correspondence - Recommended that Staff and Committees be left to do their jobs and use their criteria on what is shareable to other councillors.
Chair reiterated his proposal from the committee and the reasons behind this.
After discussions Cllr AK proposed the recommendation, seconded by Cllr MM- 8 AGREE, 3 ABSTENSIONS- MAJORITY DECISIONii. Annual Budget preparation will start in November
It was suggested that the extra space for a football team be advertised for extra income in next year's budget. |

Cllr KK requested to join the F+GP committee, this was seconded by Cllr JW- **4 AGREE, 4 AGAINST, 1 ABSTENSION- Chair has casting vote (Against on size of committee).**

Cllrs RL and JW requested to step down from the committee so Cllr KK can join. This was proposed by Cllr AK, seconded by Cllr RW- **6 AGREE, 4 AGAINST- MAJORITY DECISION- Cllr KK to join F+GP Committee.**

72 1B Payments made November 2021

Receipts	Oct	Nov
Bank Interest	0.36	
Allotment Rents	£178.47	
Pitch Rents	£1,980.00	
Payments		
211101 Chris Fribbins	Oct Salary, Home Allow	
211102 Michelle Dolley	Oct Salary, Home Allow	
211103 John Davies	Oct Salary, Mileage	
211108 British Gas	Changing Rooms Elec Bill	£135.41* 5%
211110 SLCC	MD Training Course	£144.00*
211112 SM Excavators	Buttway Drainage	£8,748.00*
211115 Safeplay (5 attendees)	Playground Inspec Course	£517.50*
PAYMENTS MADE UNDER DELEGATED/ PRE-APPROVED POWERS		
211111 WEL Medical	De-fib packs	£525.48*
211113 Vivienne Walton	Chang Rooms Clean Materials	£112.90
211114 Business Stream	Allotment/Cg Rm Water Bill	£279.30
211104 Vonage	Parish Phone	£10.25*
211009 Zoom	Monthly Charge	£14.39*
211116 ICO	Annual Data Protection Fee	£40.00

- Represents VAT, Reclaimable

Cllr RL proposed to accept the payments, seconded by Cllr BD - **ALL AGREED**

73 REPORT: ALLOTMENTS- Cllr Clements, Letheren

Clerk RFO reported that a mini digger is needed to complete the access road works and is sourcing prices for this- Prices are still awaited.

74 REPORT: PLANNING COMMITTEE (Cllr Harper/Clerk (PO))

74.1 To receive a report on Planning issues dealt with by the committee under delegated powers and where the council is asked to decide/confirm

- MC/21/2346 – Sandibanks Perry Hill, Cliffe Woods – no objection**
- MC/21/2857 – Craig Alva, 32 Town Road, Cliffe Woods – no objection**
- MC/21/0165 – Waterlane House, 4 View Road, Cliffe Woods – Concerns to be re-raised**
- MC/21/3073 – Cliffe Woods Community Centre, Parkside, Cliffe Woods – No issues raised.**
- MC/21/3045 – Land South of Buckland Road, Cliffe Woods – (s106 commitment for Redrow development) No issues raised.**

74.2 Further Planning Applications Received since Planning Committee for decision or referral to Planning Committee

- MC/21/3029 Land adjacent 2 Hale Road, Cliffe Woods ME3 8HG Details pursuant, Landscaping-**
- MC/21/2986 27 Round Top Close, Cliffe Woods ME3 8GZ Construction of a single storey extension to rear. NO ACTION REQUIRED**
- MC/21/2906 9 View Road, Details Pursuant Tree Protection Measures- NO ACTION REQUIRED**
- MC/21/3056 Conversion of garage into habitable living space, with additional off-road parking to front of property**
- MC/21/3219 45 View Road, Cliffe Woods , ME3 8UE– Construction of a single storey extension to rear**

- f) **MC/21/3242 4 Cliffe Court, Church Street, Cliffe ME3 7QB**– Construction of a single storey extension to rear and conversion of garage to habitable room – demolition of existing conservatory.

All above application apart from the two with no actions required were proposed as no objections by Cllr FH, seconded by Cllr KK- **ALL AGREED**

74.3 Other Planning Issues:

- a) **Trenport Land Cliffe** –No Planning submission yet.
b) **MC/19/2836 (MC/16/3742)** Remaining reserved matters (appearance, landscaping, layout, and scale for the 50 Retirement homes (approved on appeal at outline stage) refused by Medway Planning – appeal to be decided on written representations – awaiting update. (St Helens Meadow).
c) **MC/21/1287 Redrow (Gladmans) site West of Town Road**- The 3-storey blocks have been reduced to 2 1/2 – storeys and other suggested changes have been accepted by Redrow..
d) **Simpkins- MC/21/1694 (Orchard) South of View Road** – No further information or date for decision.
e) **Draft Medway Local Plan** – awaiting update as publication of Draft and Public Consultation has been postponed to February 2022.

75 Cliffe and Cliffe Woods Neighbourhood Plan

Further Meeting planned (5/11/21) to chase Medway Council to progress the Plan.

76 Report: Other Committees

- 76.1 **Footpaths and Common Land – General Report – Cllrs Harper and Darwell** Nothing to report. Cllr FH requested to resign from this committee, with Cllr AC to replace. This was proposed by Cllr FH, seconded by Cllr RW- **ALL AGREED**.
76.2 **Youth Liaison – General Report - Cliffe Woods – Cllrs McLeod (Chair), Wyatt. Fribbins & Dolley (Clerks)** – Cllr MM reported that the youth survey is near completion. Clerk PO reported that the Cliffe (Memorial Hall) & Cliffe Woods Community Centre shed equipment needs to be assessed and released if not required.

77 Report: Other Bodies

- 77.1 **Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllr Keates-**
Cllr AK reported there is a meeting on 15.11.2021.
77.2 **Cliffe Woods Community Centre Liaison- General Report- Cllr Walton-**
Cllr VW reported- All organisations are now back. There is a vacancy for a cleaner with two applicants currently. The planning application for the extension has now also been submitted.
77.3 **Cliffe Memorial Hall- General Report- Cllr Fenney-** Nothing to report
77.4 **Brett's Liaison-** Nothing to report
77.5 **Rural Liaison Committee- Cllrs Keates/Kentell-** Nothing to report
77.6 **Kent Association of Local Councils- Cllrs McDermid/Harper-**Nothing to report
77.7 **Police Liaison Committee/ PACT/ Police Surgeries- Cllr Wyatt-** Nothing to report
77.8 **Patient Participation Group- Cllrs McDermid/Fenney-**
A report was circulated before the meeting. There was also a further update- Highparks now has a social media page, which has more up to date information than the practice website.
77.9 **Friends of North Kent Marshes- Cllr Darwell-** Nothing to report

78 Other Reports None

Other items to be handed to the Clerk for the next meeting on Thursday 16th December at 7:30pm in the Small Hall, Memorial Hall, Church Street, Cliffe.

Minutes of Meeting 11.11.2021
Meeting Closed at 21:30

Signed by..... Chair and dated.....

Action List

2016	Yellow Line Restrictions – Cliffe & Cliffe Woods	Medway Council to Advertise Traffic Regulation Order/Consultation
2021/01	Dogs Bins in Remote Areas	Medway Council responsibility, have requested precise location for normal bin (Dog bins no longer supplied)
2021/01	Raw sewage on Town Road Cliffe Woods	Southern Water responsibility. Contacted 2021/1 awaiting reply. Ongoing problem exacerbated by heavy rain.
2021/03	Neighbourhood Plan	Parish Council have now approved Draft Plan and it has been formally submitted to Medway Council (1/9/21).
2021/04	Allotment Road – Type1 Aggregate	Type1 Aggregate sourced Clerk RFO is trying to get a mini digger to complete the works (initial work carried out to remedy the worst holes).
	Planning 101 One session in each village, Saturday morning/Midweek evening and recorded/session for our website.	Interest has come from several residents and an external person. Medway Planning contacted for support, waiting for a response.
	Asset Review	Cllr AK is organising this.
	Youth Committee – leaflet/meet with Strood Youth/Review Youth Equipment and disposal where required.	Cllr NM to arrange. CWCA would like to see equipment re-allocated and shed transferred to their ownership.