

FRINDBURY EXTRA PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 26 SEPTEMBER 2023 AT FRINDBURY EXTRA MEMORIAL HALL, HOLLY ROAD, WAINSCOTT AT 7.30 PM

PRESENT: Cllr Chris Sparks Chairman
 Cllr Gary Etheridge
 Cllr Craig Liddell
 Cllr Andrew Millsom
 Cllr Ope Onimole
 Cllr Vanessa Roach
 Cllr Mrs Anne Roscow
 Cllr John Williams

Mrs Emma Johnson Clerk

In attendance 0 Member of the public

Item

Minute 2023/24

Action point

1 APOLOGIES

244 Apologies for absence were received from
 Cllr Geoffrey Moore Holiday
 Cllr Tony Ashton Work Commitment
 It was proposed by Cllr Sparks, seconded by Cllr Millsom and agreed these apologies be accepted.

2 DECLARATIONS OF INTEREST

245 Cllr Etheridge declared a possible conflict of interest in Item 7a as a member of Medway Council's planning committee. Cllr Roach declared a pecuniary interest in item 7a(vi)

3 ANY OTHER BUSINESS OF AN URGENT NATURE

246 None

4 MINUTES OF LAST MEETING

247 It was proposed by Cllr Millsom, seconded by Cllr Roscow and agreed the minutes of the meeting held on 25th July 2023 be signed as a true record.

5 MATTERS ARISING

248 None

6 FOOTPATHS

249 Footpath Officer's Report

Cllr Mrs Roscow reported she is due to meet the new Public rights of way officer on the 2nd October. Cllr Roach asked if the question of the public footpath which runs through the land where the new Maritime School on Frindsbury Hill is permanently closed could be asked. Cllr Millsom also reported fallen trees on the footpath which runs from Upnor to Medway City Estate.

7 PLANNING

a Applications

- 250 i **MC/23/1903** Wt1004 & outbuildings, Woodfield Way, Wainscott: Retrospective application for change of use to a testing validation centre for the Royal School of Military Engineering together with a site office and toilet facilities within stand alone steel fabricated units.
- No objection.
- 251 ii **CAN/23/2042** Upnor Castle: Tree Fell
- No objection
- 252 iii **MC/23/1965** 20 Galleon Way, Upnor: Construction of a single storey side/rear extension - Resubmission of MC/22/1648
- No Objection
- 253 iv **MC/23/1880** Fleet House: Details pursuant to conditions 11 (contamination) and 12 (contamination) on planning permission MC/22/2813 - Demolition of existing buildings and construction of three storey apartment building containing six x two bedroom apartments, construction of a pair of two storey semi detached three bedroom dwelling houses plus construction of a detached two storey four bedroom dwelling house all together with access, car parking and landscaping.
- No Objection
- 254 v **MC/23/1683** Land North Of Commissioners Road Strood: Details pursuant to condition 3 (lighting) of planning permission MC/20/1868 - Application for approval of reserved matters being landscaping (in accordance with Conditions 1, 5 and 24) pursuant to planning permission MC/16/4268 - Outline planning application (with all matters reserved except means of access from Commissioners Road) for up to 130 residential dwellings earthworks to create development levels; new internal access roads car parking, open space, sustainable urban drainage systems and associated landscaping and infrastructure
- No Objection
- 255 vi **MC/23/2083** 107 Frindsbury Hill, Wainscott: Neighbourhood consultation application for the construction of a conservatory to rear. The details submitted are as follows:
The extension will extend beyond the rear wall of the original dwelling by 6.6m
The maximum height of the proposed extension from the natural ground level is 2.55m
The height at eaves level of the proposed extension measured from the natural ground level is 2.25m
- No Objection
- 256 b **Decisions**
- The decisions as listed on Appendix A were noted.
- c **Appeals and Other Matters**
- 257 i **House Boat Lower Upnor**
- Cllr Sparks reported there was no further update at present but appeals were currently taking around 52 weeks. CS
- 258 d **Neighbourhood Plan**
- Cllr Sparks reported that he and Cllr Ashton attended a meeting with Medway Council to discuss the local plan and how it could work with the neighbourhood plan. It was reported some quotes had been received for planning consultants and the plan is still to hire an assistant clerk to assist with the admin for the neighbourhood plan. Cllr Etheridge reported that as Medway Council still did not have a local plan that neighbourhood plans were meant to be taking precedent but this was not happening. CS /EJ
- 8 **FINANCE**
- 259 a **Bank Balances**
- The Bank balances at 31 July and 31 August as listed on Appendix B were noted.

- 260 **b** **Paid since last meeting**
- Payments made since the last meeting as listed on Appendix B were ratified.
- 261 **c** **Accounts for payment**
- It was proposed by Cllr Onimole, seconded by Cllr Liddel and agreed that the accounts for payment as listed on Appendix B be paid.
- 9** **GRANT APPLICATIONS**
- 262 **a** **Poppy Appeal**
- The Royal British Legion Poppy Appeal was discussed as well as organising a better memorial display a the hall. It was also confirmed Cllr Etheridge will attend Rochester Cathedral to lay a wreath for the Parish Council.
- 10** **MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY**
- a** **Recreation Ground/Hall Garden/Playpark**
- 263 **i** **General Matters**
- Nothing to report.
- 264 **ii** **MHS Tree 39 Hollywood Lane**
- The Clerk will chase MHS on felling the tree. *EJ*
- 265 **iii** **Play Equipment, rear of 35 Hughes Drive**
- Cllr Sparks reported he would be asking Home Counties Play to continue looking for a solution. *CS*
- b** **Wainscott Fields Open Space/Playpark**
- 266 **i** **General Matters**
- The Clerk reported the railings on the MUGA were now welded and fixed. Cllr Williams reported he had residents who wanted to litter pick and x4 litter pickers and x2 hoops were provided.
- 267 **ii** **Additional Litter Bin**
- The Clerk reported litter was still an issue but it was agreed an extra bin would not prevent the litter as the current 6 bins were not being used.
- 268 **c** **Wainscott Fields Working Group**
- The Clerk will set a date for the next meeting. *EJ*
- d** **Coomber Green Open Space/Playpark**
- 269 **i** **General Matters**
- Cllr Liddell reported he had been to inspect the site and that a few of the trees were extremely overhanging over the paths so much so the paths were impassable. The Clerk reported Nurture had a contact who could do the job and was going to provide a quote.
- 270 **ii** **Tribute to Neighbour**
- The Clerk reported that she was still awaiting a reply.
- e** **Schooner Walk Open Space/Playpark**

General Matters

- 271 i Cllr Sparks reported that the park was well used but dog fouling was becoming an issue.
- f Allotments**
- 272 i Cllr Sparks reported that on inspecting the allotments it was becoming a priority to try and find land the Parish Council could buy to provide better allotment facilities for residents. Potentially could get funds from the government levelling up fund. CS
- g Woodland**
- 273 ii **Quotation for work behind Brissenden Walk**
- Cllr Sparks reported that we owned less than a metre strip of land behind Brissenden and the land beyond that was unregistered. There was nothing further at this time the Parish Council could do.
- 274 h **Notice Boards**
- Nothing to report
- 275 i **Defibrillators**
- Nothing to report
- 11 UPNOR**
- 276 a **General Matters**
- It was reported the CCTV camera in the Upper Upnor Car Park was only a 12 week temporary camera and now had been removed. If needed Cllr Williams reported he could request it again.
- 277 b **Arethusa Venture Centre**
- Nothing to report.
- 278 c **Lower Upnor Green**
- Cllr Sparks reported a caution should now be on the land and asked the Clerk to double check this.
- 279 d **Speeding Upnor**
- In Cllr Ashton's absence this was deferred until the next meeting. TA
- 12 FRINDSBURY EXTRA MEMORIAL HALL**
- 280 Cllr Sparks reported decorative work and roofing was due to be completed.
- 13 HIGHWAYS AND TRANSPORT**
- 281 Cllr Millsom reported the blind bend at the corner opposite frog island in Upnor was overgrown and causing lack of visibility on an already dangerous corner. The Clerk will report to Norse. EJ
- 14 LIGHTING**
- 282 Nothing to report.
- 15 RURAL LIAISON COMMITTEE**
- a Representative's Report**
- 283 It was reported Cllr Batts had now left the Parish Council and a replacement was needed to be the rural liaison representative. It was agreed Cllr Millsom and Cllr Sparks both be representatives.

16 KENT ASSOCIATION OF LOCAL COUNCILS MEDWAY AREA COMMITTEE**284 a Representatives' Report**

Nothing to report.

17 POLICE MATTERS**285 a Police Officers Report**

PC David Brett and PC Richard Jones attended the meeting to advise they were both now patrolling the Area and to keep advising residents to keep reporting incidents.

286 b Police Liaison Committee Representative's Report

Cllr Williams reported himself and Cllr Onimole would both attend the next meeting.

287 c Neighbourhood Watch

Cllr Millsom had no update.

18 COMMUNICATIONS**288 a Website**

The Clerk reported the Assistant Clerk job advertisement had been placed on the Parish website.

289 b Magazine

Nothing to report.

290 c Social Media

The Clerk reported the Assistant Clerk job advertisement had been placed on social media.

19 CONSULTATION

291 Cllr Sparks reported there was a consultation for Deangate golf course being developed into an open space parkland area.

20 Correspondence**292 a 80th Anniversary of D-Day 6th June 2024**

Councillors discussed possible locations and dates that do not clash with other Parish's events.

21 REPORTS AND CIRCULARS

293 None.

MEDWAY COUNCILLORS' REPORT AND PUBLIC SESSION

Cllr Etheridge reported that Medway Council was struggling financially and many departments were not responding to emails and that himself and Cllr William were worried about services being cut due to the lack of funds. Cllr Etheridge also reported there were no funds allocated for Cockham Wood Park or Deangate at present. It was also mentioned that stone age archaeology finds had been found on the new Maritime Academy site but were disappointed the Parish Council had not been notified.

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

294 It was proposed by Cllr Sparks, seconded by Cllr Roach and agreed the press and public be excluded from the following items on the grounds that the matter concerned members of staff.

23 PERSONNEL

295 a Clerks Contract & Job Description

The Clerk reported she had completed her contract and job description and the personnel committee had viewed and agreed to it with the exception to holiday and sickness as the requirements need checking with Peninsula.

296 a Assistant Clerk Job Description and Advertisement

The Clerk reported the job description and advertisement had been viewed and agreed by the personnel committee and had been published on the Parish website and facebook.

297 b Health & Safety and HR Company Quotes

Cllr Sparks reported that himself and the Clerk met with a representative from Peninsula to discuss the health and safety needs of the Parish. Another meeting is booked for a few weeks time.

CS
EJ

The Chairman thanked everyone for attending and closed the meeting at 21:11

Signed Chairman

On the ... day of2023