



Cliffe and Cliffe Woods Parish Council

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Mrs Alex Jack, Clerk/PO and Mrs Helen Symmons, Clerk/RFO

To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held at 7.30pm on **Thursday 16th July 2026 at the Emmanuel Centre, Cliffe Woods ME3 8HX**

AGENDA

- 1.0 **Apologies for Absence**
- 2.0 **Declarations of Interest** Disclosable Pecuniary Interests under the Code of Conduct for Parish Councils.
A councillor, who declares a pecuniary interest may not participate in discussion or vote on the matter. If an interest is not declared at the outset of the meeting, it should be disclosed as soon as the interest becomes apparent Dispensation may be requested in writing to the Clerk (Proper Officer) who under certain circumstances will allow a councillor to speak and vote on the matter.

Public Participation Members of the public can put questions to the Parish Council and raise issues, (30 minutes max, limit of 10 minutes per person).
- 3.0 **Co-option – three vacancies for Cliffe Woods Ward**
- 4.0 **Approval of Minutes of Meeting held on 18-06-2026**
- 5.0 **Report: Clerks**
 - 5.1 Updated Declarations of Interest forms to be received, as circulated
- 6.0 **Report: Chair (Cllr B Dibble)**
- 7.0 **Cliffe and Grain fire station closures (Cllr J Darwell)**
- 8.0 **Reports: Finance & General Purposes (Cllr R Wyatt)**
 - 8.1 The F&GP committee met on 07/07/2026, Minutes attached.
 - a) The following are recommended for Council approval:
 - i) Bank reconciliations for May 2026
 - ii) Receipts and payments for June 2026
 - iii) Medway Norse litter picking and groundworks contract
 - iv) H&V Cleaning Services at Cliffe changing rooms
 - v) Draft AI policy to be adopted
 - vi) Cliffe Woods allotment site – Rules and Conditions of Tenancy (subject to confirmation of Item 7.4 wording)
 - b) Other items of note (no decisions required):
 - i) Rugby pitch lighting – rugby representative to provide further information on scheme
 - ii) Clerk/PO transfer to annual salary
 - 8.2 Grant request from Highparks Medical Practice patient group (PPG) for Family Walk Day on 2/8 in aid of Alzheimers & Dementia Support Services (ADSS), forms circulated (Cllr S McDermid)
 - 8.3 Grant request from Medway Council Youth Services (Lindsay Hartney) for summer activities on Cliffe Woods Rec.
- 9.0 **Report: Planning Committee (Cllr C Fribbins)**
 - 9.1 Election of additional members
The Planning Committee met on 02/07/2026, Minutes attached.
 - 9.2 **Applications received:**
 - a) **MC/26/1086 – Land at Town Rd, Cliffe Woods ME3 8JL** - Details pursuant to condition 6 (electric charging vehicle points) Condition 7 – (Ecological Enhancement Plan) on planning permission MC/25/1559 for Variation of condition 1 (approved plans) on planning permission

MC/24/0430 – amended layout to allow for three additional market dwellings to be introduced in the scheme.

- b) **MC/26/0194 – Land to the Left of the Lake Nature Reserve, South of Higham Rd and East of Buckland Rd, Cliffe ME3 7RT** - Outline application with some matters reserved (appearance, landscaping, layout and scale) for construction of up to 100 residential dwellings including affordable housing with provision of vehicular, pedestrian and cycle access from Higham Rd, public open spaces, sustainable urban drainage systems, landscaping, infrastructure and earthworks.
- c) **MC/26/1236 – 1 Buxus Close, Cliffe Woods ME3 8UU** Construction of a single storey extension to rear.
- d) **MC/26/1162 – 33 Reedham Close, Cliffe Woods ME3 8HT** – Application for a lawful development certificate for loft conversion with rear dormer and rooflight to front.
- e) **MC/26/1123 – Rye Street Farm, Rye Street, Cliffe** – Application under Schedule 2, Part 6 Class A of the Town and Country Planning (General Permitted Development) (England) Order 2015 for the construction of a steel portal framed building or agricultural storage of hay and straw.

9.3 Ongoing developments/issues:

- a) **MC/22/0254 - 250 new homes including a community building and replacement sports facilities, Land to the East & West of Church St, Cliffe** – Land acquired from Trenport by Esquire Developments. Esquire attended Planning Committee meeting with Parish Council on 25/7 and representatives from Cliffe and Cliffe Woods Residents' Development Group.
- b) **S106 Sporting facilities in Cliffe Woods** – Awaiting response from Medway Council re decision on use of funding for sports facilities in Cliffe Woods. Clerk has contacted Medway Council to follow up and a response is awaited.
- c) **Homes England proposal for former Chattenden Barracks** - Agreed to monitor development. Further online consultation planned.
- d) **Medway Local Plan 2041** – Reg. 19 Consultation. New site erroneously described as SR4 150 dwellings North Little Church Rd, west of Town Rd, Cliffe Woods. Land 'extends' Redrow site up to Lillechurch Rd. Comments sent from Planning Committee Chair on 6/7 prior to end of consultation period.
- e) **One way system between Cliffe and Cliffe Woods and Higham**, this is a Gravesham proposal to introduce one-way system around Higham and Cliffe Woods (Gore Green Rd towards Higham only and Lower Rochester Rd away from Higham to B2000/Town Rd). It is linked to an expansion of activities at Hoo Junction/Canal Rd. No formal consultation with the parish, to be monitored.
- f) **MC/25/0006 – Land off Lower Rochester Rd, Wainscott (Frindsbury Extra Parish)** The outline/access only application has now been submitted. The views of the Parish Council are known - the highways impact on the A289 Wainscott Bypass (from and to London) exacerbate an already heavily congested junction in the morning and evening peak as well as Hollywood Lane/Brompton Farm Rd and especially the Four Elms Roundabout (primary access for our residents to the Hoo Peninsula and Medway Tunnel. Appeals Ref 6002071 dated 6/2 sent to Secretary of State to be decided by Public Inquiry.

10.0 **Report: Cliffe Woods Car Park Resurfacing Project** (Cllrs. C Fribbins, F Harper)

- 10.1 Car park usage report (Cllr F Harper)
- 10.2 Car park management options (Clerk/PO)

11.0 **Report: Council Assets** – includes Allotments, Play Areas, Changing Rooms, Bus Shelter, Car Park and Buttway (Cllrs. B Dibble, P Clements, R Wyatt, Clerk/PO)

- 11.1 Cliffe Woods allotments update (Clerk/PO)
- 11.2 Cliffe Play Area gate from Church St. (Cllrs. J Darwell/J Wenban)
- 11.3 Changing Rooms cleaning costs for rugby use

12.0 **Report: Other Committees/Panel**

- 12.1 Footpaths and Common Land (Cllr H Johnson)
- 12.2 Personnel Panel (Cllrs. V Walton, J Wenban, R Wyatt)
- 12.3 Social and Digital Media (Cllrs. D Bishop, C Fribbins)

13.0 **Report: Other Bodies**

- 13.1 Cliffe and Cliffe Woods Community Trust (Cllrs. D Bishop, C Fribbins, K Kentell, V Walton)
- 13.2 Cliffe Woods Community Association (Cllr V Walton)
- 13.3 Cliffe Memorial Hall (Cllr J Darwell)
- 13.4 Brett's Liaison (Cllrs. J Darwell, C Fribbins, K Kentell, R Letheren, S McDermid, J Wenban)

- 13.5 Rural Liaison Committee (Cllr R Wyatt)
- 13.6 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott)
- 13.7 Police Liaison (Cllr H Johnson)
- 13.8 Events

14.0 **Other Reports** – to be handed to the Clerk for next meeting 17/09/2026 at Emmanuel Centre, Cliffe Woods.

Alex Jack, Clerk/PO, 09/07/2026