



# CLIFFE AND CLIFFE WOODS PARISH COUNCIL

Minutes of the Annual Meeting held at the  
Emmanuel Centre, Cliffe Woods  
On Thursday 10 May 2018

**PRESENT:** Cllrs Sue McDermid-(Chair), Ron Naughton-Dean (RN-D), Peter Clements (PC), Jim Wenban (JW), Ray Letheren (RL), Cllr Vivienne Walton (VW), Cllr Annette Cooper (AC), Cllr Barry Dibble (DB)  
Parish Clerk Chris Fribbins (PO)

The meeting opened at 7.30 pm.

NO	ITEM
1.0	<b>ELECTION OF CHAIR FOR 2017/18</b> Cllr Sue McDermid (SM) nominated for Chair by BD, Seconded RND), – <b>ALL AGREED</b>
2.0	<b>CHAIR ACCEPTANCE OF OFFICE FORM</b> Acceptance to be signed after the meeting.
3.0	<b>APOLOGIES FOR ABSENCE</b> Cllrs Fred Harper, Sandra Fenney, Andy Keates – Holiday. Cllr Joan Darwell – work
4.0	<b>DECLARATIONS OF INTEREST</b> – None
5.0	<b>APPROVAL OF MINUTES OF MEETING HELD ON 11/5/17</b> Minutes from last AGM approved Proposed VW, seconded AC – <b>ALL AGREED</b>
6.0	<b>MATTERS ARISING FROM MINUTES OF MEETING HELD ON 12/5/16</b> - None
7.0	<b>ELECTION OF VICE CHAIR FOR 2017/18</b> Cllr Ron Naughton-Dean nominated as Vice-Chair by Chair, VW, seconded by BD <b>ALL AGREED</b>
	<b>VICE CHAIR ACCEPTANCE OF OFFICE FORM</b> RND will sign the declaration form after the meeting.
8.0	<b>CONSIDERATION OF PARISH COUNCIL COMMITTEE STRUCTURE FOLLOWED BY ELECTION OF COMMITTEE MEMBERS FOR 2018/19</b>
8.1	<b>Finance and General Purposes Committee</b> Cllrs Fenney, McDermid, Naughton-Dean, Wenban, Letheren, Cooper and Dibble – <b>AGREED SF to continue as Chair (to confirm)</b>
8.2	<b>Planning Committee</b> Cllrs Darwell, Harper, Naughton-Dean, Cooper and Wenban – <b>AGREED. FH to continue as Chair (to confirm)</b>
8.3	<b>Youth Liaison Committee</b> Cllrs McDermid and Walton – <b>AGREED. Non-Councillor representatives</b> – Clerk (PO), and Mr Iain Walton.
8.4	<b>Allotments Committee</b> Cllrs Clements and Letheren - <b>AGREED</b>
8.5	<b>Footpaths and Common Land Committee</b> Cllrs Darwell and Harper- <b>AGREED</b>
8.6	<b>Cliffe Village Fayre Advisory Group</b> Cllr Darwell - <b>AGREED</b>
8.7	<b>Health and Safety Advisor</b> Cllr Keates suggested (to be confirmed)

	8.8	<b>New Communications Liaison post</b> – Cllr Dibble to be followed up.
9.0		<b>Election of Representatives on Outside bodies 2018/19</b>
	9.1	<b>KALC (Medway Area Committee)</b> Cllrs Harper and McDermid - <b>AGREED</b>
	9.2	<b>Police Liaison Committee</b> Cllr Dibble - <b>AGREED</b>
	9.3	<b>Medway Council Rural Liaison</b> Cllr Naughton-Dean - <b>AGREED</b>
	9.4	<b>Cliffe Memorial Hall</b> Cllr Fenney had agreed to stand, to be confirmed.
	9.5	<b>Cliffe Woods Community Association Liaison</b> Cllr Walton - <b>AGREED</b>
	9.6	<b>Cliffe and Cliffe Woods Community Trust</b> <b>AGREED</b> to note current appointments Mr Ken Kentell and Clerk (PO) a replacement for Lynne Bush will be required.
	9.7	<b>Bretts Liaison</b> Cllrs Darwell, McDermid and Wenban and Clerk (PO) - <b>AGREED</b>
	9.8	<b>Patient Participation Groups (Cliffe and Cliffe Woods)</b> Cllrs Fenney and McDermid – Cliffe Woods <b>AGREED</b> Cliffe - Vacant
	9.9	<b>Neighbourhood Steering Group</b> Cllrs Cooper, Darwell, Harper, McDermid, Clerks (PO) - <b>AGREED</b>

Meeting closed at 8.00 pm

28/05/18 cf