

Minutes of Meeting held Thursday 16th December 2021

The Small Hall Memorial Hall

PRESENT: Cllrs Barry Dibble (Chair) (BD), Andy Keates (Vice-Chair) (AK)
Sue McDermid (SM), Malcolm McLeod (MM), Ray Letheren (RL)
Annette Cooper (AC), Ken Kentell (KK), Sandra Fenney (SF)
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**
- 79 **APOLOGIES FOR ABSENCE** – Cllrs Joan Darwell (Family) Peter Clements (Covid related), Vivienne Walton (Holiday/Family) and Robert Wyatt
Cllr AK proposed to accept the apologies, seconded by Cllr AC- **ALL AGREED**
- 80 **DECLARATIONS OF INTEREST** – Cllrs SM and VW (Cliffe Woods Community Association)
- 81 **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.
ADJOURNMENT- Ward Councillor Gary Etheridge was in attendance for the meeting
- 82 **APPROVAL OF MINUTES OF MEETING ON 11/11/2021**
These were proposed by Cllr RL, seconded by Cllr AK- **ALL AGREED**
MATTERS ARISING FROM MINUTES OF MEETING held on 11/11/2021
Elsewhere on the agenda
- 83 **REPORT: CLERKS**
Clerk PO wanted to thank Cllrs for their support over the last week
- 84 **Report: Chair-**
The Chair reported that the appraisals had taken place and were currently being written up. He also reported that there was a request for cars parking on the grassed area of the Buttway, however this was rejected to the grass being to sodden.
- 85 1) **To receive a report and recommendations of the F&GP meeting held Tuesday 7th December in the Small Hall, Memorial Hall, Cliffe**
2) **Helens House Cliffe**
a. To note financial reports (to 30th November)- **NOTED**, Chair had also checked the bank reconciliation against the bank statements.
b. To agree Payments and note Receipts as necessary- These were proposed by Cllr RL, seconded by Cllr AC- **ALL AGREED**
c. To agree recommendations from F&GP
i. The Parish Council to agree a Bullying and Harassment statement- This was proposed to be adopted by Cllr AC, seconded by Cllr FH- **ALL AGREED**
ii. Buttway – approval be given for the church to repaint the yellow hash markings, but no support of white lining car parking spaces. - This was proposed by Cllr KK, seconded by Cllr SM- **ALL AGREED**
iii. To note Climate Change Emergency documents from NALC and consider further publicity and follow-up actions.- **NOTED**
- 3) **Annual Budget preparation** – to consider a Draft Budget for 2022/23(final version to be agreed at the January meeting.
a. **Pitch Rents** – a freeze assumed (due to COVID). Only one rugby and two football currently. Local football leagues to be contacted to see if there is any potential take-up of spare capacity.
b. **Allotment Rents** – 4% increase assumed.
c. **Overall increase** – c.4% Assumed (in line with Medway Council increase
After discussion based on the precept Cllr KK proposed to keep the precept the same as this year but accept all other increases, this was seconded by Cllr JW- **6 AGREE, 4 AGAINST-**

MAJORITY DECISION. Clerk RFO will now prepare the draft budget based on this and present to the next full council meeting for full approval of the precept.

85 1B Payments made November 2021

Receipts	Nov	Dec
Bank Interest	0.30	
Allotment Rents	£21.50	
Payments		
211201 Chris Fribbins	Nov Salary, Home Allow	
211202 Michelle Dolley	Nov Salary, Home Allow	
211203 John Davies	Nov Salary, Mileage	
211208 British Gas	Changing Rooms Elec Bill	£112.70* 5%
211211 KCPFA	Kent Playing Fields Ass	£20.00
211212 HMRC	PAYE ¼	£754.42
211213 Michelle Dolley	New Printer	£87.98*
PAYMENTS MADE UNDER DELEGATED/ PRE-APPROVED POWERS		
211209 ZOOM	Monthly Subscription	£14.30*
211204 Vonage	Parish Phone for Nov	£10.25*
211210 Just Bin Bags	Caretaker black sacks	£31.46*

- Represents VAT, Reclaimable

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

86 REPORT: ALLOTMENTS- Cllr Clements, Letheren

Clerk PO reported that a local contractor was looking at the road and will be providing a quote for a total relay. .

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

87.1 a) To receive a report on Planning issues dealt with by the committee under delegated powers and where the council is asked to decide/confirm - The committee did not meet in November.

87.2 Further Planning Applications Received since date of Planning Committee for decision or referral to Planning Committee

- a) **MC/21/3347 15 Sedley Close Cliffe Woods Rochester Medway ME3 8HE**
Construction of a two-storey extension to rear together with a single storey extension to side. Cllr FH informed the council that there has been one objection from a neighbour.
- b) **MC/21/3356 Plot 6 Land West of Merryboys Farm House Cooling Common Cliffe Woods ME3 7TP**
Construction of a 5-bedroom detached dwelling with detached garage and associated landscaping
- c) **MC/21/3360 Land West of Merryboys Farm House (Plot 1) Cooling Common Cliffe Woods ME3 7TP**
Details pursuant to condition 6 (Boundary Treatment) on planning application MC/17/3572 for Outline application for six self-build detached houses with all matters reserved except access and landscaping.
- d) **MC/21/3498 Plot 66 Land at Town Road Cliffe Woods Rochester Medway ME3 8JX**
Application for non-material amendment to planning permission MC/18/2961. Amendment to plot 66 from weatherboarding to full brick

Cllr FH proposed all the above as no objections, seconded by Cllr KK- ALL AGREED

87.3 Other Planning Issues:

- a) **Trenport Land Cliffe** –No Planning submission yet. There is a risk of this site being added to approved sites in the Local Plan because of removal elsewhere.

- b) **Simpkins- 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). A further application received on the site MC/21/3380 Outline application with some matters reserved (appearance, landscaping, layout and scale) for construction of nine detached houses. Cllr FH proposed that more information was needed before a decision could be reached, seconded by Cllr RL- **ALL AGREED**
- c) **MC/21/1287 Redrow(Gladmans) site West of Town Road** – Changes have been made following representations – 138 Private/48 Affordable, 184 Total (was up to 225), 3 Storey reduced to 2.5, no pedestrian access through Ladyclose/Mortimers.
- d) **Esquire- 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 late February 2022.

88 Cliffe and Cliffe Woods Neighbourhood Plan

Nothing further to report

89 Report: Other Committees

- 89.1 **Footpaths and Common Land – General Report – Cllrs Harper and Cooper** Nothing to report.
- 89.2 **Youth Liaison – General Report - Cliffe Woods – Cllrs McLeod (Chair), Wyatt. Fribbins & Dolley (Clerks)** – Nothing to report.

90 Report: Other Bodies

- 90.1 **Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllrs Keates/Kentell -** Cllr AK reported there has been a number of requests for help, one has been declined and two more are being considered.
- 90.2 **Cliffe Woods Community Centre Liaison- General Report- Cllr Walton-** Clerk PO reported that the planning application has now been submitted. There are also three tribute acts planned and the summer Fete on 18th June.
- 90.3 **Cliffe Memorial Hall- General Report- Cllr Fenney-** Cllr Fenney reported on the Christmas fayre that was recently on the hall and the popularity of the new Hub
- 90.4 **Brett's Liaison-** Nothing to report
- 90.5 **Rural Liaison Committee- Cllrs Keates -** Clerk PO reported that had been a ransomware attack on the KALC website.
- 90.6 **Kent Association of Local Councils- Cllrs McDermid/Harper-**Nothing to report
- 90.7 **Police Liaison Committee/ PACT/ Police Surgeries- Cllr Wyatt-** Nothing to report
- 90.8 **Patient Participation Group- Cllrs McDermid/Fenney-** Cllr SM reported that an informal coffee meeting was being arranged.
- 90.9 **Friends of North Kent Marshes- Cllr Darwell-** Nothing to report

91 Other Reports None

Other items to be handed to the Clerk for the next meeting on Thursday 13th January at 7:30pm in the Emmanuel Centre, Parkside, Cliffe Woods.

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 MM to arrange. CWCA would like to see equipment re-allocated and shed transferred to their ownership.