

**Minutes of Meeting held Thursday 12<sup>TH</sup> May 2022**

**The Emmanuel Centre, Cliffe Woods**

**PRESENT:** Cllrs Barry Dibble (BD), Fred Harper (FH), Sue McDermid (SM), Andy Keates (AK), Sandra Fenney (SF), Robert Wyatt (RW) and Joan Darwell (JD)  
Ward Cllr Gary Etheridge



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

The meeting opened at 7:30

- NO ITEM**
- 01 APOLOGIES FOR ABSENCE** – Cllrs Peter Clements (Covid related), Peter Moore (Holiday), Ken Kentell (Holiday), Ray Letheren (Work), Annette Cooper (Unwell) and Malcolm McLeod  
Cllr VW proposed to accept the apologies, seconded by Cllr AK- **ALL AGREED**
- 02 DECLARATIONS OF INTEREST** – Cllrs SM (Cliffe Woods Community Association) and Cllr SF (Cliffe Memorial Hall).
- 03 Co-Option-** There is currently one vacancy in the Cliffe Woods Ward following the co-option of Peter Moore
- 04 ADJOURNMENT-** 1 Member of the public was present.  
One member wished to address the parish council regarding her girl guiding group, which included Rainbows, Brownies, and Guides. They wanted to raise concerns regarding a piece of land that is currently up for sale and described as a development opportunity, given the position of the group spending time in the adjoining field. Cllr Fred Harper reassured the member of the public that any plans would need to be brought forward to Medway's Planning Department and as such, there is no application now and therefore nothing the Parish Council can do.
- 05 APPROVAL OF MINUTES OF MEETING ON 10/03/2022**  
These were proposed by Cllr RW, seconded by Cllr VW- **6 AGREE, 1 ABSTENSIONS- MAJORITY DECISION**
- 06 MATTERS ARISING FROM MINUTES OF MEETING held on 10/03/2021**  
Cllr RW commented on the litter pickers and if there were any spare ones that could be used for Cliffe.
- 07 REPORT: CLERKS**  
Clerk PO reported that the Six Bells classic car show has now restarted. There were concerns raised from a few residents of the noise and speed that these vehicles travel through the village and the parking/blocking of the road on a bend. It was agreed to write a letter to the organizers to help elevate this and advise residents to report anything else to the PCSO's if necessary.  
  
Clerk RFO updated Cllrs on the asset register. Cllr AK photographed every asset the parish council has, and this has been cross-referenced with a unique what-3-words code for the precise location and inputted on the software and backed up on a spreadsheet.
- 08 REPORT: CHAIR**  
Chair reported on the recent email received from a resident, complaining about a Cllr regarding the Cliffe Woods noticeboards. The resident did not want to meet with the chair to discuss this matter. Cllr VW proposed that she could look after all three noticeboards in Cliffe Woods.  
**Ward Cllr Gary Etheridge entered the meeting at 20:15**

**09**

**09 1B Payments made April 2022**

Receipts	March	April
Bank Interest	0.15	
Allhallows PC		£250.00
VAT Return		£390.82
Payments	Description	Amount
220401 Chris Fribbins	Mar Salary, Home Allow	
220402 Michelle Dolley	Mar Salary, Home Allow	

220403 John Davies	Mar Salary, Mileage	
220405 HMRC	PAYE ¼	
220411 Cliffe Memorial Hall	Jubilee Donation	£2,500
220412 Cliffe Woods Comm Ass	Jubilee Donation	£2,500
<b>PAYMENTS MADE UNDER DELEGATED/ PRE-APPROVED POWERS</b>		
220409 ZOOM	Monthly Subscription	£14.30*
220404 Vonage	Parish Phone for Dec	£10.25*
220408 British Gas	Changing Rooms Elec Bill	£287.44
220406 Kent and Sussex Air Ambulance	Donation	£250.00
220407 Tool Shed	Line Marking Spray	£14.77
220410 Amazon	Litter pickers + PPE	£246.77
220413 Cliffe Woods Rainbows	Donation	£250.00
220414 Vinyl Banner Printing	Cliffe & CW Residential Group	£104.19

- Represents VAT, Reclaimable

## 9.2B Payments made in May 2022

Receipts	April	May	Amount
Medway Council		£66,122.00	
Bank Interest	£0.85		
Payments	Description	Amount	
220501 C Fribbins	April Salary, mileage, Home Allow		
220502	April Salary, mileage, Home Allow		
220503	April salary, mileage		
220507 KALC	Annual Membership	£1,703.98*	
<b>PAYMENTS MADE UNDER DELEGATED PRE-APPROVED POWERS</b>			
220509 ZOOM	Monthly Subscription		£14.39
220505 Vonage	Parish Phone		£10.25
220508 British Gas	British Gas- Apr- May		£186.53
220510 Business Stream	Water Bill		£292.42

**Cllr AK proposed to accept the payments, seconded by Cllr RW - ALL AGREED**

## 10 REPORT: ALLOTMENTS- Cllr Clements, Letheren

Clerk RFO reported that allotment invoices have been issued for the 2022-2023 period.

## 11 REPORT: PLANNING COMMITTEE (Cllr Harper/Clerk (PO))

- 11.1** To receive a report on Planning issues dealt with by the committee under delegated powers and where the council is asked to decide/confirm - The committee met Thursday March 31st, 2022, Meeting attended by FH (Chair), SM, AC, KK, PC, RW, CF (Clerk PO)
- a) MC/22/0612** 3 Swingate Avenue, Cliffe Rochester Medway ME3 7QZ  
Details Pursuant – CEMP for construction of two-bedroomed dwelling
- b) MC/22/0517** 3 Marsh Lane, Cliffe, Rochester, Medway ME3 7UQ  
Construction of a shed to rear for use as a dog grooming business.  
3m x 2.4m shed in rear garden. Detailed Design and Access statement supplied
- c) MC/22/0705** Driftwood, Symonds Road Cliffe Rochester, Medway ME3 7SS  
Construction of a single-storey extension to rear together with conversion of garage to habitable room –demolition of existing conservatory.

**No Objections Raised**

**d) MC/22/0100 Bell Farm House**, Cooling Street, Cliffe Rochester Medway ME3 7UB Erection of garage in rear garden. Refused by Medway Council due to its size and impact.

This was updated and spoke about at the meeting- **Refused by Medway**

**e) MC/22/0254 Land To The East And West Of Church Street** Cliffe Rochester (Trenport) Outline application with all matters reserved except for (access) for a residential development of up to 250 dwellings and a mixed-use community hub together with associated infrastructure including public open space and community facilities comprising a replacement sports ground and pavilion, with accesses from Church Street, Cooling Road and Buttway Lane Details discussed and a report will be produced and circulated to councillors for discussion/approval at the Parish Council meeting.

- 11.2** 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 met on Thursday April 28th, 2022, Meeting attended by FH (Chair), SM, AC, KK, RW, CF (Clerk PO)

**a) MC/22/0755 Rye Street Farm, Rye Street, Cliffe Rochester Medway ME3 7UD**

Construction of an open-sided cattle shed on concrete base and 3m access.

Concerns raised with location and possible impact on public rights of way. It is very open in existing field. To be used for wintering three hundred cattle from Cliffe Marshes on fields that currently do not have any livestock. Concerns raised.

**b) MC/22/0834 17 Chesterton Road, Cliffe Rochester Medway ME3 7QX**

Neighbourhood consultation for the construction of a single-storey extension to the rear -No action required

**c) MC/22/0695 Plot 6 Land West of Merryboys Farm House, Cooling Common Cliffe Woods ME3 7TP**

Details pursuant to conditions 3 (materials) and 10 (electric charging) – No comments

**d) MC22/0904 Plot 6 Land West of Merryboys Farm House, Cooling Common, Cliffe Woods, ME3 7TP**

Details pursuant to conditions 5 (landscaping), and 15 (ecological enhancement) – No comments

**e) MC/22/0874 Buddy's View, Plot 1, Perry Hill, Cliffe Rochester Medway ME3 7TX**

Details pursuant to conditions 6 (soft/hard landscaping), and 7 (foul/surface water) – no comments

**f) MC/22/0892 4 Chesterton Road, Cliffe Rochester Medway ME3 7QX**

Lawful Development Certificate for construction of a two-storey/single-storey rear extension – demolition of existing conservatory – No comments to make, Refused by Medway Council the enlarged part of the dwellinghouse would have a single storey and extend beyond the rear wall of the original dwellinghouse by more than four metres.

**g) MC/22/0967 62 Milton Avenue, Cliffe Woods Rochester Medway ME3 8TX**

Construction of a two-storey/single-storey extension top side; new front porch and enlargement of driveway to front -demolition of garage to side.

No objection – but possible concerning the on vehicular access.

**h) MC/22/0946 Land at Town Road, Cliffe Woods Rochester Medway ME3 8JL**

Details pursuant to conditions 9 (tree protection plan) and 27 (surface water parts (ii) and (iii) of MC/19/0297 No comments required but representations made on construction access and highways works.

**i) MC/21/0165 Waterlane House 4 View Road Cliffe Woods Rochester Medway ME3 8JQ**

Construction of a detached dwelling with associated parking

Application was recommended for approval at the Medway Planning Committee, but errors in the officer's report has been pointed out to the ward councillors and the Planning manager.

The applicant has now submitted new documents, which comments were sent by the Parish Council- **APPROVED BY MEDWAY WITH CONDITIONS**

- 11.3 Further Planning Applications Received since the date of Planning Committee for decision or referral to None**

**Other Planning Issues :**

- 11.4 a) Trenport Land Cliffe** – Initial Outline Planning application for ACCESS (all other matters reserved for future submission when details will be available) see MC/22/0254.  
**b) MC/21/1287 Redrow(Gladmans) site West of Town Road** – application approved by Medway Council. Development progressing, with highways and site issues being raised with Medway Council.

**c) Esquire- MC/21/1694 (Orchard) South of View Road** – No further information or date for a decision. Concerns raised by statutory consultees regarding the Chattenden Woods SSSI which directly borders the site,

**d) Draft Medway Local Plan** – awaiting an update as the publication of Draft, and Public Consultation will be further delayed to at least June/July 2022 with a possibility of regressing to the previous consultation stage if Medway Councillors want a significant change to the proposals.

**12 Cliffe and Cliffe Woods Neighbourhood Plan**

Medway Council is conducting a consultation on our Draft Version. After the consultation is complete the Steering Group/Parish Council will need to consider any amendments before submitting them to a Planning Inspector and then the Steering Group/Parish Council will need to consider the inspector's comments and then proceed to a Referendum. If approved by a majority, it becomes Planning Policy for our area and is considered when future planning applications are submitted.

**13 Report: Other Committees**

**13.1 Footpaths and Common Land – General Report – Cllrs Harper and Cooper-**  
Nothing to report

**13.2 Youth Liaison – General Report - Cliffe Woods – Cllrs McLeod (Chair), Wyatt. Fribbins & Dolley (Clerks) –** Nothing to report

**14 Report: Other Bodies**

**14.1 Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllrs Keates/Kentell -**  
Cllr AK reported that donations have been sent Cliffe Woods School and there has also been some made to individuals. The issues with the parcel of land and Esquire are still ongoing.

**14.2 Cliffe Woods Community Centre Liaison- General Report- Cllr Walton-**  
Cllr VW reported that hall bookings are still down but are slowly picking back up. The planning application for the extension was submitted to Medway in October but so far there has been no updates on the progress. On the 11<sup>th</sup> of June there is a Blue's Brothers night.

**14.3 Cliffe Memorial Hall- General Report- Cllr Fenney-** Cllr Fenney reported that the coffee mornings are still going well and are well attended, these take place on the 2<sup>nd</sup> Wednesday of the month. There is also quiz nights planned.

**14.4 Brett's Liaison-** Nothing to report

**14.5 Rural Liaison Committee- Cllrs Keates –** Cllr AK reported that previous minutes had been circulated and there was no further meeting.

**14.6 Kent Association of Local Councils- Cllrs McDermid/Harper-** There was a meeting on the 27.04.2022- The next meeting will take place on 27.7.2022, where the monitoring officer should be attending.

**14.7 Police Liaison Committee/ PACT/ Police Surgeries- Cllr Wyatt- Nothing** to report

**14.8 Patient Participation Group- Cllrs McDermid/Fenney-** Nothing to report

**14.9 Events- Platinum Jubilee- Cllr Darwell (Cliffe) and Cllr Walton (Cliffe Woods)-**  
Both villages are continuing with their planning of Jubilee events.

**15 Other Reports**  
Nothing to report

**Other items to be handed to the Clerk for the next meeting on**  
**16<sup>th</sup> June at 7:30pm in the Small Hall, Church Street, Cliffe.**

Meeting Closed at 21:45

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). Medway carrying out further stages of
	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.
	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.