



Cliffe and Cliffe Woods Parish Council

17 Graveney Close, Cliffe Woods, Rochester, Kent ME3 8LB

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Parish Clerks: Mrs Alex Jack & Mrs Michelle Dolley

To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held on **Thursday 16th February 2023, at 7:30 pm at the Small Hall, Memorial Hall, Cliffe.**

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.*
- 3.0 **Co-option – Currently two vacancies, one in each Ward.** They can be filled by co-option until May 2023 only.
- 4.0 **Adjournment** (Members of the public can put questions to the Parish Council and raise issues, (30 minutes max, limit of 10 minutes per person). Technically not part of the parish council meeting.
- 5.0 **Approval of Minutes of Meeting held on 19/01/23**
- 6.0 **Matters Arising from Minutes of Meetings**
- 7.0 **Report: Clerks (Clerk PO/RFO)**
- 8.0 **Report: Chair (Cllr Dibble)**
- 9.0 **Report: Finance & General Purposes (Cllr Wyatt/ClerkRFO)**
The F&GP committee met on 07/02/23 at St Helens House, Cliffe.
- a) To note financial reports (to 31/01/23)
 - b) To note and consider Payments and Receipts and approve as necessary.
 - c) Recommendations from F&GP Committee
 - i) Cliffe Rec tree pollarding quotes
 - ii) KALC Community Award 2023
 - iii) Change to Microsoft 365 IT system
 - d) Other items of note from F&GP Committee (no decisions required)
 - i) Risk assessment and Asset Register in preparation for AGAR
- 10.0 **Report: Allotments (Cllrs Clements/Letheren/Wyatt/ClerkRFO)**
- 11.0 **Report: Planning Committee (Cllr Harper)**
The Planning Committee met on 02/02/23 at the Emmanuel Centre, Cliffe Woods.
- 11.1 Planning applications received:
- a) **MC/23/0053 Woodfield, Cooling Common, Cliffe** – Conversion of existing outbuilding incorporating garage into a dwelling with new windows, entrance doors and entrance canopy. **Comments sent prior:** no objection.
 - b) **TPA/23/0115 The Coachouse, Rectory Rd, Cliffe ME3 7RP** – T1 - Sycamore - 15m high, reduce by maximum 3m or 20% all round T2 - Sycamore - 15m high, reduce by maximum 3m or 20% all round T4 - Ash - 10m high, reduce by maximum 2m or 20% all round T5 - Sycamore - 14m high, reduce by maximum 3m or 20% all round – **Comments sent prior:** no objection.
 - c) **MC/23/0020 – Land to South of Existing Stables at Buddy’s View, Perry Hill, Cliffe ME3 7TX** - Application for a non-material amendment to planning permission MC/22/1771 for external alterations to front and side elevations – **Comments sent prior:** no objections.

11.2 Planning applications received after publication of the Parish Council Agenda: **tba**

11.3 Other planning issues:

- a) **MC/22/0254 (Trenport) Land to the east and west of Church Street, Cliffe**
- b) **MC/21/1287 Redrow site, Oakleigh Fields, Town Road, Cliffe Woods**
- c) **Redrow land, south of Buckland Rd**
- d) **MC/21/1694 Esquire development, View Road, Cliffe Woods**
- e) **2 Tennyson Avenue, Cliffe Woods**
- f) **MC/22/1713 Retirement Development, View Road, Cliffe Woods**
- g) **Draft Local Plan**

12.0 **Report: Cliffe and Cliffe Woods Neighbourhood Plan (Cllr Fribbins)**

13.0 **Report: Other Committees**

13.1 Footpaths and Common Land – Cllr Cooper

13.2 Personnel Committee – Cllrs Fenney/Walton (Clerks, as necessary)

14.0 **Report: Other Bodies**

14.1 Cliffe and Cliffe Woods Community Trust – Cllrs Fribbins/Kentell

14.2 Cliffe Woods Community Association Liaison – Cllr Walton

14.3 Cliffe Memorial Hall – Cllrs Darwell/Fenney

14.4 Brett's Liaison - Cllrs Darwell/Fribbins/Kentell/Letheren/McDermid/Wenban

14.5 Rural Liaison Committee – Cllr Wyatt

14.6 Kent Association of Local Council (KALC) (Medway) – Cllrs Harper/McDermid

14.7 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott) –Cllrs Fenney/McDermid

14.8 Events

15.0 **Other Reports**

Other items to be handed to the Clerk for the next meeting on **16th March 2023 at 7:30 pm at the Emmanuel Centre, Parkside, Cliffe Woods.**
