



## CLIFFE AND CLIFFE WOODS PARISH COUNCIL

Minutes of the Annual Meeting held at the  
Emmanuel Centre, Cliffe Woods  
On Thursday 11 May 2017

**PRESENT:** Cllrs Sue McDermid-Chair, Lynne Bush-Vice Chair (LB), Peter Clements (PC), Faith Eyers (FE), Sandra Fenney (SF), Derek Graves (DG), Fred Harper (FH), Ron Naughton-Dean (RND), Jim Wenban (JW), Annette Cooper (AC), Cllr Vivienne Walton (VW).

Parish Clerks Chris Fribbins (PO), Mrs Sue Hibbert (RFO)

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 VW, Seconded JW – <b>ALL AGREED</b>
2.0	<b>CHAIR ACCEPTANCE OF OFFICE FORM</b> SM read aloud declaration and then signed. Clerk (PO) witnessed. <b>COUNCILLOR ACCEPTANCE OF OFFICE FORM</b> AC read aloud declaration and then signed. Clerk (PO) witnessed.
3.0	<b>APOLOGIES FOR ABSENCE</b> Cllr Ray Letheren – family, Cllr Phil Stanley – health, Cllr Gary Clark - work, Cllr Joan Darwell, Cllr Gill Moore - <b>ACCEPTED</b>
4.0	<b>DECLARATIONS OF INTEREST</b> - None
5.0	<b>APPROVAL OF MINUTES OF MEETING HELD ON 12/5/16</b> Minutes from last AGM approved Proposed RND, seconded SF – <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 Lynne Bush (LB) nominated as Vice-Chair by VW, seconded by FE. <b>ALL AGREED</b>
	<b>VICE CHAIR ACCEPTANCE OF OFFICE FORM</b> LB read aloud declaration and then signed. Clerk (PO) witnessed.
8.0	<b>CONSIDERATION OF PARISH COUNCIL COMMITTEE STRUCTURE FOLLOWED BY ELECTION OF COMMITTEE MEMBERS FOR 2017/18</b>
8.1	<b>Finance and General Purposes Committee (including Website/Clarion)</b> Cllrs Fenney, McDermid, Naughton-Dean, Wenban and Letheren – <b>AGREED SF to continue as Chair</b>
8.2	<b>Planning Committee</b> Cllrs Bush, Darwell, Graves, Harper, Naughton-Dean, Moore and Wenban – <b>AGREED. FH to continue as Chair</b>
8.3	<b>Youth Liaison Committee</b> Cllrs McDermid, Stanley and Walton – <b>AGREED. Non-Councillor representatives – Clerk (PO), Mr Iain Walton and Mrs Janet Taylor</b>
8.4	<b>Allotments Committee</b> Cllrs Clements, Eyres and Letheren - <b>AGREED</b>
8.5	<b>Footpaths and Common Land Committee</b> Cllrs Darwell, Harper and Moore - <b>AGREED</b>
8.6	<b>Cliffe Village Fayre Advisory Group</b> Cllrs. Darwell and Moore - <b>AGREED</b>

8.7	<b>Health and Safety Advisors</b> Cllr Stanley - <b>AGREED</b>
9.0	<b>Election of Representatives on Outside bodies 2017/18</b>
9.1	<b>KALC (Medway Area Committee)</b> Cllrs Harper and McDermid - <b>AGREED</b>
9.2	<b>Police Liaison Committee</b> Cllr Stanley - <b>AGREED</b>
9.3	<b>Medway Council Rural Liaison</b> Cllr Stanley - <b>AGREED</b>
9.4	<b>Cliffe Memorial Hall</b> Cllrs Bush and Eysers - <b>AGREED</b>
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 Cllr Lynne Bush, Mr Ken Kentell and Clerk (PO)
9.7	<b>Bretts Liaison</b> Cllrs Bush, Darwell, McDermid, Moore 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, Bush and Eysers – Cliffe - <b>AGREED</b>
9.9	<b>Neighbourhood Steering Group</b> Cllrs Bush, Darwell, Harper, McDermid and Moore. Clerks (PO) and (RFO) - <b>AGREED</b>

Meeting closed at 7.50 pm

15/05/17sh