



Cliffe and Cliffe Woods Parish Council

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To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held **Thursday 16th September 2021, at 19:30 in The Emmanuel Centre, Parkside, Cliffe Woods.**

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** 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.
There has been one application to date : Mr Ken Kentell who is invited to the meeting (a CV has been circulated). He will be able to make a brief statement and answer any queries.
The council to decide if it wishes to fill the vacancies at this time and decide who should fill them.
There has been a further resignation in the Cliffe Woods Ward – Laura Farrelly. This will be notified to Medway Council and advertised for a statutory period before the vacancy can be filled.
- 4.0 **Adjournment** (Members of the public can question the Parish Council and raise issues) 30 minutes max, limit of 10 minutes per person. (not part of parish council meeting). Technically not part of the parish council meeting.
- 5.0 **Approval of Minutes of Meeting held on 12/08/21**
- 6.0 **Matters Arising from Minutes of Meeting held on 12/08/21**
- 7.0 **Report: Clerks** (Clerk PO/RFO) – To Receive a verbal report on issues dealt with since last meeting, not on the agenda.
A group of councillors are needed to form part of an Asset Review team – to check, photograph and help identify further actions in short, medium, and longer timescale.
- 8.0 **Report: Chair – tba**
- 9.0 **Report: Finance & General Purposes (Cllr Keates/Clerks)**
 - 1) **To receive a report and recommendations of the F&GP meeting held Tuesday 7th September in the Small Hall, Memorial Hall, Cliffe**
 - a. To note financial reports
 - b. To agree Payments and note Receipts as necessary
 - c. To agree recommendations
 - i. Buttway Drainage item be moved to a new Earmarked Reserve Code, some current nominal ledger code descriptions to be amended for clarity.
 - d. The Council Chair raised initial thoughts about possible changes to the Parish Council organisation, structure, and workload to improve connectivity and involvement of a more diverse range of local residents. There is a boundary review of parishes underway that will look at wards (we have two) and number of councillors (8 per ward) in relation to population and local wishes.
 - 2) The annual inspection of the Recreation Ground and Play Area has been completed and passed to Cllr Wenban for an initial review/action. It will be circulated to councillors.
- 10.0 **Allotments – Cllrs Letheren, Clements, Clerk (RFO)** To receive a verbal report on the Allotments. Mini digger being located to complete the allotment road repairs.

11.0 **Report: Planning Committee** (Cllr Harper/Clerk (PO))

To receive a report on Planning issues dealt with by the committee under delegated powers and where the council is asked to decide/confirm

- 11.1 a) **MC/21/2408 23 Cooling Road, Cliffe Rochester, Kent, ME 8JY**
Construction of single-storey extension to side – No issues, approved by Medway.
- b) **MC/21/1876 6 Higham Road, Cliffe, Rochester, Kent, ME3 7SH**
Construction of a porch to the front – No issue approved by Medway
- c) **MC/21/2435 87 View Road Cliffe Woods Rochester Medway ME3 8UG**
Application for a Lawful Development Certificate (proposed) for the conversion of the garage into habitable living space Medway Planning Matter
- d) **MC/21/1694 Land South of View Road Cliffe Woods Rochester Kent**
Construction of 68 residential dwellings including affordable housing, associated vehicular parking, landscaping, open spaces, drainage and earthworks and formation of a new access from View Road. Objection raised, no further contact.
- e) **MC/21/1287 Land at Town Road, Cliffe Woods, Rochester, ME3 8JL**
Former Gladmans/now Redrow development approved at 'outline' stage.
c.72 Documents updated on Medway website covering all areas of the application. 2xThree-storey blocks remain. Plans to be reviewed in light of previous parish council objection and any new issues.

11.3 **Other Planning Issues :**

- a) Trenport Land – Following the Design Meetings, a formal pre-planning exhibition is being planned for late this month (leaflets will be delivered. Following this the comments will be reviewed before submitting a planning application, or not. We are aware that the site will **not** be allocated in the Medway Local Plan. But could be considered as a windfall site.
- b) Land North of Merryboys – One house and Stable in large plot was refused by Medway Planning. Applicant approached Parish Councillors to propose smaller development and allotments for the Parish Council on the same plot – there has been no new application.
- c) 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.
- d) Draft Medway Local Plan due to issued for consultation from November.

12.0 **Cliffe and Cliffe Woods Neighbourhood Plan**

The C&CW Neighbourhood Plan has now been formally submitted to Medway Council. They now need to carry out a six-week consultation and arrange a Planning Inspector to examine the report. After comments have been received back from the inspector, the steering group/parish council need to agree what changes they require and then it goes to a referendum of all residents (polling stations as for elections).

13.0 **Report: Other Committees**

- 13.0 13.1 Footpaths and Common Land – General Report – Cllrs Harper and Darwell
- 13.2 Youth Liaison – General Report - Cliffe Woods – Cllrs McLeod (Chair), Wyatt, **vacancy**, Fribbins & Dolley (Clerks) – Clerk PO contacted Medway Youth and they liaise and support where possible. **Strood Youth contact has arranged to meet with the Parish Chair (others possibly)**

14.0 **Report: Other Bodies**

- 14.1 Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllr Keates
- 14.2 Cliffe Woods Community Centre Liaison – General Report – Cllr Walton
- 14.3 Cliffe Memorial Hall – General Report – Cllr Fenney
- 14.4 Brett's Liaison – Cllr McDermid/Clerk. The Clerk(PO) had attended a site meeting along with Medway Cllrs
- 14.5 Etheridge and Turpin (Parish Chair and Cllr McDermid sent apologies)
- 14.6 Rural Liaison Committee – Cllr Keates
- 14.7 Kent Association of Local Councils (Medway) – Cllrs McDermid/Harper
- 14.8 Police Liaison Committee & Councillor/Police Surgeries/PACT Cliffe Woods Liaison – Cllr Wyatt
- 14.9 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott) – Cllrs McDermid/Fenney
- Friends of North Kent Marshes - Cllr Darwell

15.0 **Other Reports**

Other items to be handed to the Clerk for the next meeting on Thursday 14th October at 7:30pm at the Small Hall, Memorial Hall, Cliffe.