



Cliffe and Cliffe Woods Parish Council

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Parish Clerk: Mrs Alex Jack, Clerk/PO

To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held on **Thursday 19th September 2024, 7.30 pm at the Emmanuel Centre, Parkside, Cliffe Woods ME3 8HX**

AGENDA

The meeting will commence with a minute's silence in memory of Gavin Meeser, former Clerk to the Parish Council, who sadly passed away recently.

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 for Cliffe Woods Ward.**

Applications accepted from anywhere within the Parish, i.e. Cliffe, Cliffe Woods and the Cooling Street hamlet.

Adjournment (Members of the public can put questions to the Parish Council and raise issues, (30 minutes max, limit of 10 minutes per person).

4.0 **Approval of Minutes of Meeting held on 15/08/24**

5.0 **Matters Arising from Minutes of Meeting on 15/08/24**

6.0 **Report: Clerks (Clerk/PO)**

6.1 Cllr long service award

6.2 Roadworks and buses update

7.0 **Report: Chair (Cllr B Dibble)**

8.0 **Report: Finance & General Purposes (Cllr Wyatt)**

The F&GP committee met on 10/09/24 at St Helen's House, Cliffe, attended by Cllrs.

To note financial reports (to 31/08/24)

- a) To note and approve Payments and Receipts for August 2024.
- b) Recommendations from F&GP Committee
 - i) Create an EMR for Cliffe Woods car park and transfer £70,000 from general reserves plus £10,000 already agreed in the 2024/25 budget.
 - ii) Replace existing Play Area sign and add signs to both defibrillators
 - iii) Proposal to move barrier at small hall car park, Cliffe declined but provision to add CCTV camera to be investigated.
 - iv) Apply to Southern Water for grant for water butts for the community.
 - v) Proposal to ban pesticides at the allotment sites.
 - vi) To agree new PC insurance cover on receipt of quotes.
 - vii) To agree updated Councillor Code of Conduct dated Sept 2024, circulated
- c) Other items of note from F&GP Committee (no decisions required)
 - i) Temporary locum RFO to start 20/9/24.
 - ii) Changing Rooms electricity contract changed to cheaper EDF Energy, 2 year fixed rate.
 - iii) Additional quote and advice required for trees at Memorial Hall, Cliffe.
- d) Completed AGAR 2023/24 has been received from the external auditors and will be published.

9.0 **Report: Council Assets (Cllrs Kentell/Letheren/Wenban/Wyatt/Clerk/PO)** – includes Allotments, Play Areas, Changing Rooms, Bus Shelter, Car Park and Buttway

10.0 **Report: Planning Committee (Cllr Fribbins)**

The planning committee met on 29/08/24 and was attended by Cllrs. C Fribbins (Chair), F Harper, K Kentell, S McDermid.

10.1 Planning applications received: None.

10.2 Ongoing developments/issues:

- a) **Medway Local Plan (Regulation 18 Consultation)** - The committee reviewed the draft Cliffe & Cliffe Woods response, as circulated. The Chair will re-visit and update as required before submitting to Medway Council.
- a) **4 View Rd, Cliffe Woods** – enforcement action by Medway Council against illegal works.
- b) **Trenport** – 250 dwellings, Land to the East & West of Church St, Cliffe.
- c) **Redrow** – Oakleigh Fields, Town Rd, Cliffe Woods – Modified landscaping being carried out.
- d) **Esquire 1** – Woodlands, Town Rd, Cliffe Woods – issues with bordering trees/planning commitments.
- e) **Esquire 2** – 68 homes, Land South of View Rd, Cliffe Woods.
- f) **Esquire 3** – 25 homes, Land off View Rd, Cliffe Woods.
- g) **Neighbourhood Plan** – Effectiveness of the Plan to be tested on next major application which is Trenport.

10.3 Further applications/issues since meeting:

- a) **MC/24/1047** - Details pursuant to conditions 4 (boundary treatment), 5 (lighting), 6 (hard and soft landscape scheme), 7 (landscape management plan), 8 (details of earthworks), 9 (muck and waste removal) and 11 (SUDS) on planning permission MC/23/2040 - Construction of an agricultural building with associated hardstanding - **Rye Street Farm, Rye Street, Cliffe ME3 7UD. Details pursuant, no comment necessary.**

11.0 **Report: Other Committees/Panel**

11.1 Footpaths and Common Land – Cllr Wyatt

11.2 Personnel Panel – Cllrs Fenney, Walton & Wyatt

11.3 Social and Digital Media – Cllr Bishop

12.0 **Report: Other Bodies**

12.1 Cliffe and Cliffe Woods Community Trust – Cllrs Fribbins/Kentell/Walton

12.2 Cliffe Woods Community Association – Cllrs Fribbins/Walton

12.3 Cliffe Memorial Hall – Cllr Darwell

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

12.5 Rural Liaison Committee - Cllr Wyatt

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

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

12.8 Events

13.0 **Other Reports** – to be handed to the Clerk for the next meeting, 17/10/24 at the Small Memorial Hall, Church St, Cliffe ME3 7PQ

Alex Jack, Clerk/PO, 12/09/24