



Cliffe and Cliffe Woods Parish Council

42 Quickrells Avenue, Cliffe, Rochester, Kent ME3 7RB

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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 14th January 2021, at 19:00 on ZOOM Meeting ID: Passcode:**

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 **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.
- 4.0 **Approval of Minutes of Meeting held on 10/12/20**
- 5.0 **Matters Arising from Minutes of Meeting held on 10/12/20**
(see action list with minutes and any issues from the core minutes).
- 6.0 **Co-option of Parish Councillors for Cliffe Woods** One vacancy remains.
- 7.0 **Report: Clerks** (Clerk PO/RFO) – To Receive a verbal report on issues dealt with since last meeting, not on the Agenda.
- 8.0 **Report: Chair** – tba
- 9.0 **Report: Finance & General Purposes (Cllr Dibble/Clerks)**
To receive a report and recommendations of the F&GP meeting held Tuesday 5th January Online/Zoom
 - a) To note financial information to 31/12/20 circulated and note *(some adjustments have been made to the NHP income/expenditure since the F&GP meeting)*
 - b) To agree receipts & payments and approve for January 2021 as necessary (including any updates since the F&GP as indicated).
 - c) To agree recommendations
 - a. Caretaker Bonus – Cash bonus is taxable, so a Gift Card (to £50) was purchased, non-taxable.
 - d) To note other items from the committee
 - a. Budget reported at the December Parish Council meeting, no changes.
 - b. COVID-19 Vaccinations. Information on local roll-out limited. Highparks report availability from end of January and patients will be contacted in priority order. It was suggested that the Parish could liaise with the practice and see if there is any way to speed up/smooth the process – but it is a medical issue.
 - c. Water Bill unusually high due previous low estimates since August 2019 (they failed to locate the meter). There has been negligible water use by the Changing Rooms since March, so readings will reflect allotment usage. Any leaks or misuse are monitored where possible, taps recently replaced.
- 10.0 **Budget 2021/22** – The council is requested to approve the budget.
- 11.0 **2021/2022 Precept** – The council is requested to set the precept for 2021/22 and formally request from Medway Council. Amount (4%)
- 12.0 **Allotments** – Cllrs Letheren, Clements, Clerk (RFO) To receive a verbal report on the Allotments

13.0 **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 (meeting was not held end December)

13.1 **Delegated Powers (To Note)**

a. **MC/20/3134 - Brett Marine Aggregates Salt Lane Cliffe Rochester Kent ME3 7SU**

Details pursuant to conditions 7 (management of groundwater) & 8 (disposal of surface water) on planning permission MC/17/1053 to enable a 6-month extension of time to submit pre-commencement schemes, prior to the re-commencement of infilling and restoration activities at Chalk Lake, Kent ME3 7SX – No comments necessary

b. **MC/20/2647 - 2 View Road Cliffe Woods Rochester Medway ME3 8JQ**

13.2 Details pursuant to condition 3 (materials) on planning permission MC/18/0799 for Partial demolition of existing dwelling and construction of a 4-bedroomed detached dwelling with associated parking, amenity space and landscaping – No comments necessary

c. **MC/20/3106 - Eastcroft Town Road Cliffe Woods Rochester Medway ME3**

Application for Lawful Development Certificate (proposed) for the stationing of a caravan within the residential curtilage for ancillary residential use. - No comments necessary.

Applications Received since the Planning Meeting None

13.3 **Other Planning Issues:** None

13.4 **Future Planning:** Hoo New Routes to Good Growth (leaflet delivered to all households)

14.0 **Cliffe and Cliffe Woods Neighbourhood Plan**

Unfortunately, the planned face to face session in Cliffe and Cliffe Woods had to be cancelled due to the local COVID19 situation. Consultation continues to January 26th then the responses will be assessed, and changes made, if necessary and then the plan submitted to Medway Council.

15.0 **Report: Other Committees**

15.1 Footpaths and Common Land – General Report – Cllrs Harper and Darwell

15.2 Youth Liaison – General Report - Cliffe Woods – Cllrs Walton, McDermid, McLeod, Wyatt – Arrangements still to be made for meeting.

16.0 **Report: Other Bodies**

16.1 Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllr Keates

16.2 Cliffe Woods Community Centre Liaison – General Report – Cllr Walton

16.3 Cliffe Memorial Hall – General Report – Cllr Fenney

16.4 Brett's Liaison – Cllr McDermid/Clerk.

16.5 Rural Liaison Committee – Cllr Naughton-Dean

16.6 Kent Association of Local Councils (Medway) – Cllrs McDermid/Harper

16.7 Police Liaison Committee & Councillor/Police Surgeries/PACT Cliffe Woods Liaison – Cllrs Dibble/Wyatt

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

16.9 Friends of North Kent Marshes - Cllr Darwell

17.0 Other Reports

Other items to be handed to the Clerk for the next meeting on Thursday 11th February 2021 arrangements for the meeting to be circulated dependant on COVID-19 restrictions) at 7:00pm if ZOOM (to be confirmed)

<https://us02web.zoom.us/j/87889725250?pwd=OXZBcmd6czEzR1RnbGxtVm02bW9qdz09>

Meeting ID: 878 8972 5250

Passcode: 029227

Dial by your location 01203 481 5237 Meeting ID: 8788972# Participant ID:# Passcode: 029227#

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