



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 15th August 2024, 7.30 pm at the Small Memorial Hall, Church St, Cliffe ME3 7PU**

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 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 18/07/24

5.0 Matters Arising from Minutes of Meeting on 18/07/24

6.0 Report: Clerks (Clerk/PO)

7.0 Report: Chair (Cllr B Dibble)

8.0 Report: Finance & General Purposes (Cllr Wyatt)

The F&GP committee met on 06/08/24 at St Helens House, Cliffe, attended by Cllrs. R Wyatt (Chair), K Kentell (Vice Chair), J Darwell, S Fenney, R Letheren, J Wenban and non committee members D Bishop, C Fribbins (Acting RFO).

To note financial reports (to 31/07/24)

- a) To note and approve Payments and Receipts for July 2024.
- b) Recommendations from F&GP Committee
 - i) To approve Volker quote for repairs and line markings in small car park at Memorial Hall and line markings at the Buttway
 - ii) To receive quotes for tree assessment/cutting in Memorial Hall grounds
 - iii) To purchase new battery for defibrillator at Cliffe
 - iv) To agree in principle for cost of circa £150 for clearance of fly tipping at Pickles Way/Mead Wall
 - v) To continue advertising RFO vacancy (Village Voices, online and financial agency)
- c) Other items of note from F&GP Committee (no decisions required)
 - i) Risk Assessment completed for boulders at Play Area, Cliffe
 - ii) Kent Tree Planting Scheme – not viable due to lack of capacity
 - iii) Next policy updated will be Councillor Code of Conduct
 - iv) Clerk will request DBS checks for existing Councillors

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 25/07/24 and was attended by Cllrs. C Fribbins (Chair), F Harper, S McDermid.

10.1 Planning applications received:

- a) **MC/24/1396 – Land to the East and West of Church St, Cliffe** - Details pursuant to condition 6 (design codes) allowed on appeal reference APP/A2280/W/22/3313673 on planning permission MC/22/0254 for Outline application with all matters reserved except for (access) for a residential

development of up to 250 dwellings and a mixed-use community hub together with associated infrastructure including public open space and community facilities comprising a replacement sports ground and pavilion, with accesses from Church Street, Cooling Road and Buttway Lane.

Comments sent: Please note that the Design Codes that need to be applied are those of the Cliffe and Cliffe Woods Neighbourhood Plan and adopted in May 2024. There are references to it in the documentation, but it does need to be clearer.

10.2 Ongoing developments/issues

- a) **Medway Local Plan 2041 Reg 18** – public infrastructure workshops being held.
- b) **4 View Rd, Cliffe Woods** – enforcement action by Medway Council against illegal works.
- c) **Trenport** – 250 dwellings, Land to the East & West of Church St, Cliffe.
- d) **Redrow** – Oakleigh Fields, Town Rd, Cliffe Woods – Modified landscaping being carried out.
- e) **Esquire 1** – Woodlands, Town Rd, Cliffe Woods – issues with bordering trees/planning commitments.
- f) **Esquire 2** – 68 homes, Land South of View Rd, Cliffe Woods.
- g) **Esquire 3** – 25 homes, Land off View Rd, Cliffe Woods.
- h) **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/24/1464 – 8 New Road, Cliffe ME3 7SL** - Construction of a single storey extension to side incorporating existing with dormers to rear/ front to form a habitable loft space to be used as an annexe. **Comments by 26/8/24.**
- b) **MC/24/0430 – Land at Town Rd, Cliffe Woods ME3 8JL** - Variation of condition 1 (approved plans) of planning permission MC/22/3020 - to revise approved layout to accommodate the revised configuration of affordable homes. **Comments by 26/8/24.**
- c) **MC/24/1318 – Heathcliff Cottage, Well Penn Rd, Cliffe ME3 7SD** – Construction of a first floor extension to side/rear with associated external alterations resubmission of MC/23/2769. Now approved by Medway Planning.

11.0 **Report: Other Committees/Panel**

- 11.1 Footpaths and Common Land – Cllr Wyatt
- 11.2 Personnel Panel – Cllrs Fenney, Walton & Wyatt
- 11.3 Proposal for a Social and Digital Media Committee – Cllr D 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, 19/09/24 at the Emmanuel Centre, Cliffe Woods ME3 8HX

Alex Jack, Clerk/PO, 07/08/24