



Cliffe and Cliffe Woods Parish Council

17 Graveney Close, Cliffe Woods, Rochester, Kent ME3 8LB

www.cliffeandcliffewoods-pc.gov.uk

clerk@cliffeandcliffewoods-pc.gov.uk

Tel: 01634 566166

Parish Clerks: Mrs Alex Jack & Mrs Michelle Dolley

To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held on **Thursday 15th December 2022, at 7:30 pm in the Small Hall, Memorial Hall, Cliffe.** *Face coverings are not required in indoor public places including Community Centres/Village Halls but are suggested in particular for any vulnerable persons.*

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 a total of three vacancies, one vacancy in the Cliffe Woods Ward and two in the Cliffe Village Ward.** They can be filled by co-option and run to May 2023 only.
Mr C Fribbins will be attending to seek co-option in the Cliffe Village Ward.
- 4.0 **Adjournment** (Members of the public can put questions to the Parish Council and raise issues, 30 minutes max, limit of 10 minutes per person) Technically not part of the parish council meeting.
- 5.0 **Approval of Minutes of Meeting held on 10/11/22**
- 6.0 **Matters Arising from Minutes of Meetings**
- 7.0 **Report: Clerks (Clerk PO/RFO)** To receive a verbal report on issues dealt with since the last meeting, not on the Agenda.
- 8.0 **Report: Chair (Cllr Dibble)** To receive a verbal report.
- 9.0 **MVA Befriending Together Volunteer Support** – item for discussion as circulated by Cllr Wyatt
- 10.0 **Report: Finance & General Purposes (Cllr Wyatt/ClerkRFO)** To receive a report and recommendations of the F&GP meeting held on 06/12/22 at St Helens House, Cliffe
 - a) To note financial reports (to 30/11/22)
 - b) To note and consider Payments and Receipts and approve as necessary.
 - c) Recommendations from F&GP Committee
 - i) Changing rooms report
 - d) Other items of note from F&GP Committee (no decisions required)
- 11.0 **Report: Annual budget preparation (ClerkRFO)** To consider a draft budget for 2023/2024 as circulated (final version to be agreed at the January 2023 meeting).
- 12.0 **Report: Allotments (Cllrs Clements/Letheren/ClerkRFO)** To receive a report on the allotments from Cllr Wyatt. The Clerk (RFO) will update the council on allotment rents received and outstanding and any actions to be taken.
 - 12.1 **Redrow - Offer of Allotments at Oakleigh Fields, Town Rd, Cliffe Woods.**
- 13.0 **Report: Planning Committee (Cllr Harper)** The Committee met on 24/11/22 at the Emmanuel Centre, Cliffe Woods and was attended by Cllrs Harper (Chair), Cooper, Kentell, McDermid, Moore, Wenban
- 13.1 Planning applications received:
 - a. **MC/22/2676 - Land West of Merryboys Farm (Plot 6) Cooling Common Cliffe Woods Rochester ME3 7TP**

Details pursuant to condition 9 (details of roof lights and external staircase) on variation of condition application MC/22/2165 - Variation of condition 2 (drawing numbers) of planning permission MC/21/3356 to reconfigure the approved first floor layout to provide a main family bathroom with vaulted ceiling over, reconfigured bedroom 1 to include a dressing area along with the en-suite; 3 rooflights added over en-suites to bedrooms 1 & 2, see drawing 21-29-P20 A together with roof space over garage to be boarded to provide an office space with external staircase and 4 rooflights.
Comments: None

13.2 Planning applications received after publication of the Planning Committee report and/or the Parish Council Agenda:

- a) **MC/22/2831 – 2 Bronte Close, Cliffe Woods, Rochester ME3 8TZ**
Construction of a single storey extension with 2 roof lanterns to the rear.

13.3

Other planning issues:

- a) **MC/22/0254 Trenport Land to East and West of Church Street Cliffe** - Outline planning application for access has been refused by Medway Planning. Planning appeal expected.
b) **MC/21/1287 Redrow (Gladmans) site west of Town Road Cliffe Woods** – Planning application approved, site issues and development concerns continue to be raised with Medway Council. S278 Highways Design issues being followed up, including potential road closure/diversions.
c) **Redrow Land South of Buckland Rd** – CCP, Redrow agents have distributed leaflets asking for consultation comments regarding new proposal for extra 45 houses, this land is attached to existing site development at Oakleigh Fields, consultation date 14/12/22.
d) **MC/21/1694 Esquire (Orchard) south of View Road Cliffe Woods** – Natural England have expressed concerns regarding approval.
e) **2 Tennyson Avenue Cliffe Woods** – Reported to Medway Council (Planning Enforcement).
f) **MC/22/1713 Retirement Development Land South of View Road Cliffe Woods**– Due before Medway Planning shortly, expiry date 10/12/22.
g) **MC/22/2329 - 1 St Helens Cottages, Buttway Lane, Cliffe**
Construction of a single storey and basement extension to rear – reply received to our consultation comments and additional plans added.
h) **Draft Local Plan** – Medway are now planning to return to Regulation 18 which will delay the plan until early 2025.

14.0 **Cliffe and Cliffe Woods Neighbourhood Plan (Cllrs Cooper/Darwell/Harper/McDermid) -**
Awaiting a response from the Planning Inspector who is carrying out the examination of the Neighbourhood Plan. Chasing Medway Council for an update.

15.0 **Report: Other Committees**

15.1 Footpaths and Common Land – Cllr Cooper

15.2 Personnel Committee – Cllrs Dibble, Fenney, Walton & Clerks (as necessary)

16.0 **Report: Other Bodies**

16.1 Cliffe and Cliffe Woods Community Trust – Cllr Kentell

16.2 Cliffe Woods Community Association Liaison – Cllr Walton

16.3 Cliffe Memorial Hall – Cllrs Darwell/Fenney

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

16.5 Rural Liaison Committee – report from meeting on 22/11 - Cllr Wyatt

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

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

16.8 Events

17.0 **Other Reports**

Other items to be handed to the Clerk for the next meeting on 19th January 2023 at 7:30 pm at the Emmanuel Centre, Cliffe Woods.