# Cliffe and Cliffe Woods Parish Council

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Mrs Alex Jack, Clerk/PO and Mrs Helen Symmons, Clerk/RFO


To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held on **Thursday 19th November 2026, 7.30pm at the Emmanuel Centre, Cliffe Woods ME3 8HX**

## 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.*

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

3.0 **Co-option – one vacancy for Cliffe Woods Ward**

4.0 **Approval of Minutes of Meeting held on 15/10/2026**

5.0 **Report: Clerks**

5.1 2027 Hall meeting dates

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

6.1 Redrow site meeting to discuss tree felling and noticeboards

7.0 **Reports: Finance & General Purposes (Cllr R Wyatt)**

7.1 The F&GP committee met on 10/11/2026. Minutes attached.
The following to be reviewed by full Council:

i) Bank reconciliations for September 2026
ii) Receipts and payments for October 2026
iii) KCPFA annual subscription £20
iv) Memorial Hall invoice for eradication of bees £240
v) Replacement of Clerk/PO laptop to the value of £1500
vi) Cliffe Play Area gate update and availability for meeting with Medway Council Highways

7.2 Other items of note (no decisions required):

i) Meeting with Memorial Hall trustees and committee members 9/11/2026

8.0 **Report: Planning Committee (Cllr C Fribbins)**
The Planning Committee met on 29/10/2026. Minutes attached.

8.1 **Applications received:**

a) **TPA/26/2141 - 9 Archery Close Cliffe Woods ME3 8HN** - T1. Oak - G1 - Reduce height by 2m current height 16m leaving at 14m. Reduce radius by 2m as follows. N/NW from 8m leaving at 6m, S/SW from 8m leaving at 6m. Crown lift to 5m above ground level from the road and balance. The works are to manage the canopy of the

tree and ensure suitable clearance from the property. Both neighbouring properties have managed the tree canopies in previous years.

b) **MC/26/2039 – Land At Town Road Cliffe Woods ME3 8JL** - Details pursuant to conditions 3 (Homeowners pack) and 5 (Cycle parking) on planning permission MC/25/1559 - Variation of condition 1 (approved plans) on planning permission MC/24/0430 - amended layout to allow for three additional market dwellings to be introduced into the scheme

c) **MC/26/ 2033 – Land South Of View Road Cliffe Woods** - Details pursuant to condition 13 (Drainage Verification) on planning permission MC/24/0279 - Construction of 25 dwellings with associated landscaping, parking, earthworks and new vehicular access from View Road.

d) **MC/26/2032 - Land South Of View Road Cliffe Woods** - Details pursuant to condition 18 (Verification report) on planning permission MC/21/1694 - 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.

e) **MC/26/1964 – 27 Swingate Avenue Cliffe ME3 7QZ** - Application for a Lawful Development Certificate (proposed) for the construction of a dormer to rear together with the construction of 2x out buildings to rear - (Demolition of existing shed and garage)

f) **MC/26/1739 - 19 Cooling Road Cliffe ME3 7RY** - Neighbourhood consultation application for the construction of a single storey extension to rear. The details submitted are as follows: The extension will extend beyond the rear wall of the original dwelling by 6mThe maximum height of the proposed extension from the natural ground level is 3.6mThe height at eaves level of the proposed extension measured from the natural ground level is 3.3m

g) **MC/26/0081 - Land South Of Buckland Road Cliffe Woods** - Details pursuant to condition 15 (CEMP) on planning permission MC/23/0531 for Construction of 44 dwellings (25% of which will be affordable), together with access, public open space and landscaping and associated works.

h) **MC/26/1809 - Land To The East And West Of Church Street Cliffe** - Details pursuant to condition 13 (Highway works) on appeal decision APP/A2280/W/22/3313673 (MC/22/0254) - 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

i) **MC/26/1542** - **Land To The East And West Of Church Street Cliffe** - Details pursuant to conditions 20 (Site Investigation), 21 (Remediation Scheme 1), 22 (Remediation Scheme 2) and 23 (Approved Remediation Scheme) on planning permission MC/22/0254 (Appeal refs APP/A228/W/22/331 3673) – As above application details.

j) **MC/26/1938 - Land To The East And West Of Church Street Cliffe** - Details pursuant to condition 9 (S278 Cooling Rd RBT) on planning permission MC/22/0254 /Appeal ref: APP/A2280/W/22/3313673 – As above application details.

k) **MC/26/1970 - Land To The East And West Of Church Street Cliffe -** Application for a Non Material Amendment on the planning permission MC/22/0254 appeal ref APP/A2280/W/22/3313673 - to amend the wording of planning condition 10 – As above application details.

l) **MC/26/2025 - Land To The East And West Of Church Street Cliffe -** Details pursuant to condition 5 (Phasing plan) on appeal decision APP/A2280/W/22/3313673 (MC/22/0254) – As above application details.

m) **MC/26/2166 - Land To The East And West Of Church Street Cliffe** - Details pursuant to condition 34 (CSWMP) on planning appeal APP/A2280/W/22/3313673 (MC/22/0254) – As above application details.

n) **MC/262165 - Land To The East And West Of Church Street Cliffe** - Details pursuant to condition 14 (Slip Road arrangement) on planning appeal APP/A2280/W/22/3313673 (MC/22/0254) – As above application details.

8.2 **Other ongoing developments/issues:**

a) **MC/26/0194 – Land to the Left of Eternal Lake Nature Reserve, South of Higham Road and East of Buckland Road, Cliffe ME3 7RT** - Outline application, with appearance, landscaping, layout, and scale reserved, for up to 100 residential dwellings including affordable housing, access from Higham Road, public open space, sustainable urban drainage, landscaping, infrastructure, and earthworks – Application refused by Medway Council. Appeal lodged by developer. Statement of Case against the Appeal 6016582 sent by Parish Council as a Rule 6 Party (Appendix 1).

b) **S106 Sporting facilities in Cliffe Woods** – Awaiting response from Medway Council re decision on use of funding for sports facilities in Cliffe Woods.

c) **Homes England proposal for former Chattenden Barracks** - Agreed to monitor development. Further online consultation planned.

d) **Medway Local Plan 2041 –** Inspectors have completed Phase one hearing sessions. Phase two sessions commence w/c 16/11.

e) **One way system between Cliffe and Cliffe Woods and Higham,** this is a Gravesham proposal to introduce one-way system around Higham and Cliffe Woods (Gore Green Rd towards Higham only and Lower Rochester Rd away from Higham to B2000/Town Rd). It is linked to an expansion of activities at Hoo Junction/Canal Rd. No formal consultation with the parish, to be monitored.

8.3 **Planning application for floodlights at Cliffe Recreation Ground on behalf of Cliffe Crusaders Rugby Club –** To agree application in the name of the Parish Council, with fees to be reimbursed by rugby club at net cost.

9.0 **Report: Cliffe Woods Car Park Resurfacing Project** (Cllrs. C Fribbins, F Harper)

10.0 **Report: Council Assets** – includes Allotments, Play Areas, Changing Rooms, Bus Shelter, Car Park and Buttway (Cllrs. P Clements, R Wyatt, Clerk/PO)

10.1 Business Stream water bill (Allotment Committee)

11.0 **Report: Other Committees/Panel**

11.1 Footpaths and Common Land (Cllr H Johnson)
11.2 Personnel Panel (Cllrs. V Walton, J Wenban, R Wyatt)
11.3 Social and Digital Media (Cllrs. D Bishop, C Fribbins)

12.0 **Report: Other Bodies**

12.1 Cliffe and Cliffe Woods Community Trust (Cllrs. D Bishop. C Fribbins, K Kentell, V Walton)
12.2 Cliffe Woods Community Association (Cllr V Walton)
12.3 Cliffe Memorial Hall (Cllr J Darwell)
12.4 Rural Liaison Committee (Cllr R Wyatt)
12.5 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott) (Cllr S McDermid)
12.6 Police Liaison (Cllr H Johnson)
12.7 Events

13.0 **Other Reports** – to be handed to the Clerk for next meeting 21/01/2027 at Emmanuel Centre, Cliffe Woods.

*Alex Jack, Clerk/PO, 12/11/2026*