



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 10th December 2020, at 19:00 on ZOOM Meeting ID: 842 9584 4544 Passcode: 952997**

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 12/11/20**
- 5.0 **Matters Arising from Minutes of Meeting held on 12/11/20** (see action list with minutes and any issues from the core minutes).
- 6.0 **Co-option of Parish Councillors for Cliffe Woods** Both vacancies can now be filled by co-option following advertisement of the position.
- 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 1st December Online/Zoom

 - a) To note financial information to 30/11/20 circulated and noted.
 - b) To agree receipts & payments and approve for November 2020 as necessary (including any updates since the F&GP as indicated).
 - c) To agree recommendations
 - a. Relief Caretaker. Online ZOOM interview held with the one applicant. The Personnel/Interview Panel recommended appointment on a 3-month trial basis. Proposed Cllr Naughton-Dean, Seconded Cllr Wyatt – AGREED. Identification of a cleaner for the changing rooms was to be advertised again.
 - b. Budget 2021/22 – The Clerk (RFO) presented a draft budget for consideration. It was Proposed Cllr Dibble, Seconded Cllr Wyatt that the budget be amended to increase the proposed Repairs and double the Maintenance budget and, on an exceptional basis, due to COVID-19 impacts, the grant for the Memorial Hall, Community Centre and St Helens Church be increased by 50% and the Emmanuel Centre offered £1,000. The precept increase would be 4%, (Cllr Walton and Cllr Fenney declared an interest as a trustees of the Cliffe Woods Community Centre, (Cllr Walton is the Parish Council's representative), Cllr Fenney is also the parish council representative on the Memorial Hall. They took no part in the voting on the budget suggestions for the grant increases, For 3, 1 Against AGREED to recommend to the Council who must make the final decision (planned for the January meeting).
 - d) To note other items from the committee
 - a. A Santa Sleigh is being organised by Cliffe Woods residents. (The Clerk PO, reported that Allhallows and High Halstow had cancelled their Santa Sleigh this year due to COVID19.
- 10.0 **Allotments** – Cllrs Letheren, Clements, Clerk (RFO) To receive a verbal report on the Allotments

11.0 **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.

11.1 **Delegated Powers (To Note)**

- a. **MC/20/2842 - Plot 5 Land West Of Merryboys Farm House Cooling Common Cliffe Woods ME3 7TP** Application for approval of reserved matters being appearance, layout and scale pursuant to planning permission MC/17/3572 - Outline application for six self-built detached houses with all matters reserved except access and landscaping
Details following on from Outline/Self-Build No Objection
- b. **MC/20/2857 - 6 Green Lane Cliffe Rochester Medway ME3 7UF**
Construction of a two-storey side extension with single storey to front incorporating alterations to existing porch - demolition of existing garage
No Objection
- c. **MC/20/2821 - 24 Brookmead Road Cliffe Woods Rochester Medway ME3 8HJ**
Construction of a first-floor extension to side
No Objection
- d. **MC/20/2899 - Orchard View Ladyclose Avenue Cliffe Woods Rochester Medway ME3 8JL**
Construction of a detached outbuilding to rear
No Objection

11.2 **Applications Received since the Planning Meeting** None

11.3 **Other Planning Issues:** None

11.4 **Future Planning:** No further updates

12.0 **Cliffe and Cliffe Woods Neighbourhood Plan**

To receive a report on the activities and progress of the Neighbourhood Plan Steering Committee. Draft consultation (regulation 14) now taking place 1/12/2020 to 26/1/2021 Leaflet delivered to all, Webinar 8/11 (recorded for playback from website, Face to Face (Covid restrictions) 7 & 14/1, Web page continually updated.

13.0 **Report: Other Committees**

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

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

14.0 **Report: Other Bodies**

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

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

14.3 Cliffe Memorial Hall – General Report – Cllr Fenney

14.4 Brett's Liaison – Cllr McDermid/Clerk.

14.5 Rural Liaison Committee – Cllr Naughton-Dean

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

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

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

14.9 Friends of North Kent Marshes - Cllr Darwell

15.0 Other Reports

Other items to be handed to the Clerk for the next meeting on Thursday 14th January 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/84295844544?pwd=M0NGZjBCZzZmTFIxa2F6NlFBK1NDZz09>

Meeting ID: 842 9584 4544 Passcode: 952997

Dial by your location 01203 481 5237 Meeting ID: 84295844544# Participant ID:# Passcode: 952997#

You can join by clicking on the Zoom Meeting link or use the Meeting ID, Password from ZOOM. If you have no device or do not have a speaker/microphone you can join the audio part of the meeting by using the AUDIO settings from the telephone handset.