



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 15th October 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).

Attendance by representatives from KCC Heritage Conservation Team
- 3.0 **Co-option – one vacancy for Cliffe Woods Ward**
- 4.0 **Approval of Minutes of Meeting held on 17/09/2026**
- 5.0 **Report: Clerks**
- 6.0 **Report: Chair (Cllr B Dibble)**
- 7.0 **Reports: Finance & General Purposes (Cllr R Wyatt)**
 - 7.1 The F&GP committee met on 06/10/2026. Minutes attached.
 - a) The following were recommended to be agreed by full Council
 - i) Bank reconciliations for August 2026
 - ii) Receipts and payments for September 2026
 - iii) Draft Budget 2027/28 with reservations as noted in the draft Minutes
 - iv) To accept quote from CMC Plumbing for £2450 for Cliffe Woods allotments additional standpipes
 - v) To rescind annual grant payments to the CWCA and Cliffe Memorial Halls in 2026/27 budget
 - 7.2 Other items of note (no decisions required):
 - vi) Cliffe Play Area gate repair update
 - vii) Cliffe Play Areas annual inspection in November
 - 7.3 b) Grant request from Cliffe Memorial Hall for Bonfire Night event £500, as circulated
 - 7.4 c) St Helen's School – Forest School project
- 8.0 **Report: Planning Committee (Cllr C Fribbins)**
The Planning Committee met on 24/09/2026. Minutes attached.
- 8.1 **Applications received:**
 - a) **MC/26/1646 - Land To The East And West Of Church Street Cliffe**
Details pursuant to condition 41 (Design and layout of pitches, courts and pavilion) 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

- b) **MC/26/1809 – Land To The East And West Of Church Street Cliffe**
Details pursuant to condition 13 (Highway works) as application a) above.
- c) **MC/26/1722 - Land To The East And West Of Church Street Cliffe**
Details pursuant to condition 11 (Highway works) as application a) above.
- d) **MC/26/1721 - Land To The East And West Of Church Street Cliffe**
Details pursuant to condition 10 (Highway works) as application a) above.
- e) **MC/26/1720 - Land To The East And West Of Church Street Cliffe**
Details pursuant to condition 54 (Air Quality Emissions) as application a) above.
- f) **MC/26/1724 - Land To The East And West Of Church Street Cliffe**
Details pursuant to condition 26 (Noise assessment) as application a) above.
- g) **MC/26/0061 - 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/26/1764 - Graceland Symonds Road Cliffe ME3 7SY**
Construction of a single storey side garage extension - demolition of existing detached garage
- i) **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 6m. The maximum height of the proposed extension from the natural ground level is 3.6m. The height at eaves level of the proposed extension measured from the natural ground level is 3.3m

8.2 Ongoing developments/issues:

- a) **S106 Sporting facilities in Cliffe Woods** – Awaiting response from Medway Council re decision on use of funding for sports facilities in Cliffe Woods.
- b) **Homes England proposal for former Chattenden Barracks** - Agreed to monitor development. Further online consultation planned.
- c) **Medway Local Plan 2041** – Inspectors have completed Phase one hearing sessions. Phase two sessions commence w/c 16/11.
- d) **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.

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 KCC Heritage Conservation Team request for archaeological event at Cliffe (as at Public Participation above)

10.2 Request to park mobile vaccination unit in Cliffe Woods car park.

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 19/11/2026 at Emmanuel Centre, Cliffe Woods.