



Cliffe and Cliffe Woods Parish Council

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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 19th January 2023, at 7:30 pm at the Emmanuel Centre, Parkside, Cliffe Woods.**

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 two vacancies, one vacancy in the Cliffe Woods Ward and one in the Cliffe Village Ward.** They can be filled by co-option and run to May 2023 only.
- 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 15/12/22**
- 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 **Report: Finance & General Purposes (Cllr Wyatt/ClerkRFO)** To receive a report and recommendations of the F&GP meeting held on 10/01/23 at St Helens House, Cliffe
 - a) To note financial reports (to 31/12/22)
 - b) To note and consider Payments and Receipts and approve as necessary.
 - c) Recommendations from F&GP Committee
 - i) Redrow allotments offer Cliffe Woods
 - ii) Staff salary payment dates
 - iii) Drainage issues and tree pollarding at Memorial Hall, Cliffe
 - iv) IT system update
 - d) Other items of note from F&GP Committee (no decisions required)
- 10.0 **Annual budget 2023/2024 to be agreed (ClerkRFO)** Final agreement of 2023/2024 Budget following agreed amendment from December meeting, as circulated.
- 11.0 **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.
- 12.0 **Planning Committee (Cllr Harper)** The Planning Committee did not meet in December.
 - 12.1 Planning applications received:
 - a) **MC/22/2963 Ashlyns, Mortimers Avenue, Cliffe Woods** – Constructions of a single storey, front, side and rear extension together with dormer windows to front and side and installation of rooflights to front, side and rear to provide additional living accommodation within roof space with associated external alterations. **Comment sent:** No objections.

- b) **MC/22/3020 Land At Town Road, Cliffe Woods ME3 8JL** - Variation of condition 1 of planning permission MC/21/1287 to enable change to the proposed landscaping to remove pond and replace with small traditional orchard. **Comment required by 25/1/23**
- c) **MC/23/0050 Tryst House, Merryboys Road, Cliffe Woods** - Construction of a detached single storey with pitched roof double garage to the front. **Comment required by 2/2/23.**

12.2 Planning applications received after publication of the Parish Council Agenda: **tba**

12.3

Other planning issues:

- a) **MC/22/0254 Trenport land, Church Street, Cliffe** - Outline planning application for access has been refused by Medway Planning. Planning appeal expected.
- b) **MC/21/1287 Redrow site, Oakleigh Fields, Town Road, Cliffe Woods** – Site issues and development concerns continue to be raised with Medway Council. UKPN works to commence 27/1/23, Town Road closure with diversion: notified dates over 5 weeks on Fridays & Saturdays 2000-0600 from 27/1/ to 26/2/23. Next site meeting 23/1/23.
- c) **Redrow land, south of Buckland Rd** – CCP, Redrow agents, distributed leaflets asking for consultation comments regarding new proposal for extra 45 houses, this land is attached to existing site development at Oakleigh Fields. CCP have requested a meeting with PC.
- d) **MC/21/1694 Esquire development, 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, View Road, Cliffe Woods** – Permission granted subject to conditions by Medway Council.
- g) **Draft Local Plan** – Medway are now planning to return to Regulation 18 which will delay the plan until early 2025.

13.0 **Report: Cliffe and Cliffe Woods Neighbourhood Plan (Cllr Fribbins)** Awaiting a response from the Planning Inspector who is carrying out the examination of the Neighbourhood Plan. CF has emailed Medway Council for an urgent update.

14.0 **Report: Other Committees**

14.1 Footpaths and Common Land – Cllr Cooper

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

15.0 **Report: Other Bodies**

15.1 Cliffe and Cliffe Woods Community Trust – Cllrs Fribbins/Kentell

15.2 Cliffe Woods Community Association Liaison – Cllr Walton

15.3 Cliffe Memorial Hall – Cllrs Darwell/Fenney

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

15.5 Rural Liaison Committee – Cllr Wyatt

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

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

15.8 Events

16.0 **Other Reports**

Other items to be handed to the Clerk for the next meeting on **16th February 2023 at 7:30 pm at the Small Hall, Memorial Hall, Cliffe.**