



**Cliffe and Cliffe Woods Parish Council**  
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Mrs Alex Jack, Clerk/PO, Mrs Helen Symmons, Clerk/RFO  
and Mrs Parveen Comparat, Assistant Clerk

Minutes of the meeting of Cliffe and Cliffe Woods Parish Council held on **Thursday 19<sup>th</sup> March 2026, 7.30 pm at the Emmanuel Centre, Cliffe Woods ME3 8HX**

## PC MINUTES

- Councillors present:** Barry Dibble (Chair), Robert Wyatt (Vice Chair), David Bishop, Joan Darwell, Fred Harper, Harry Johnson, Ken Kentell, Ray Letheren, Vivienne Walton, Jim Wenban
- Council staff present:** Alex Jack (Clerk/PO), Parveen Comparat (Assistant Clerk)
- 332 **Apologies for Absence**  
Cllrs. Peter Clements, Sue McDermid, Chris Fribbins sent apologies. Reasons for absence were given, proposed by Cllr H Johnson, seconded by Cllr V Walton that apologies be accepted, **all agreed**. Cllr F Evers was absent.
- 333 **Declarations of Interest**  
Cllrs D Bishop, K Kentell, V Walton – Cliffe and Cliffe Woods Community Trust  
Cllr V Walton – Cliffe Woods Community Association  
Cllr J Darwell – Cliffe Memorial Hall  
Cllr F Harper – Cliffe Bowls Club
- Public Participation**  
No members of the public attended.
- 334 **Co-option – two vacancies for Cliffe Woods Ward**  
No interest at this time.
- 335 **Approval of Minutes of Meeting held on 19/02/2026.**  
Proposed Cllr J Wenban, seconded Cllr R Wyatt, 8 in favour and 2 abstain, **carried**.
- 336 **Report: Clerks**  
New bleed control kits have been purchased for the two defibrillators.  
Arrangements for APM 16<sup>th</sup> April 2026, 7pm at Cliffe Woods Community Association hall. Guest speakers will include Stacey McGregor from Medway Council and Billy Crystal from Eternal Lake Nature Reserve. All welcome.
- 337 **Report: Chair (Cllr B Dibble)**  
No report
- 338 **Report: Finance & General Purposes (Cllr R Wyatt)**  
The F&GP committee met on 10/03/2023 and Cllr R Wyatt gave a verbal overview of the following:  
a) Recommendations to full Council:  
i) Bank reconciliations for January 2026  
Proposed Cllr R Wyatt, seconded Cllr H Johnson, **all agreed**

ii) Receipts and Payments February 2026  
Proposed Cllr R Wyatt, seconded Cllr V Walton, **all agreed**

iii) Earmarked Reserve Movements:  
£7,500 car park refurbishment moved to EMR.  
£1,000 skate park repairs moved to EMR.  
£20 allotment key deposits moved to EMR.  
£1116.75 EMR platinum jubilee move to General Reserves  
Proposed Cllr R Wyatt, seconded Cllr H Johnson, **all agreed**.

iv) Grant funding request £300.00 towards shed – Cliffe Bowls Club  
Proposed Cllr R Wyatt, seconded Cllr H Johnson, 7 in favour & 3 abstain, **carried**.

v) Policies to be introduced – IT, Home Working, CCTV, Capability, Subject Access Request, Health & Safety at Work, Safeguarding Children & Vulnerable Adults, Press & Media. Proposed Cllr R Wyatt, seconded Cllr B Dibble, **all agreed**

vi) Height restriction barrier at Buttway hard standing area  
Following complaints from residents and St Helen's Church unable to park in this area and use the village facilities due to overnight parking, it was decided to install the barrier with signage. Quote received from Structural Steel Ltd for £2523.93 +VAT. Proposed Cllr V Walton, seconded Cllr H Johnson, **all agreed**

vii) Churchyard tap maintenance  
Following an inspection, a push tap was suggested as an option for the Church.

viii) Signage for Cliffe Recreation ground.  
Discussions were made on sign wording. Clerk/PO will get quotes ready for next F&GP meeting.

b) i) Illegal drug use and trafficking in Cliffe and Cliffe Woods car parks and surrounding areas.  
Cllr H Johnson reported that 2 new officers have been added to the Peninsula. The churchyard has also been added to the policing route. The importance of reporting online and 101 was advised.

ii) Assistant Clerk review, **noted**

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### **Report: Planning Committee (Cllr C Fribbins)**

The planning committee met on 26/02/2026. In the absence of the planning committee Chair, the following was reviewed by all Cllrs present.

#### **339.1 Applications received:**

**a) MC/25/2187 - Land South of Buckland Road Cliffe Woods** - Details pursuant to condition 10 (Ecological Management Plan) and condition 11 (habitat creation/enhancement) on planning permission MC/23/0531 - Construction of 44 dwellings (25% of which will be affordable), together with access, public open space and landscaping and associated works.

**b) MC/26/0194 - Land To The Left Eternal Lake Nature Reserve, South Of Higham Road And East Of Buckland Road Buckland Road Cliffe ME3 7RT** - Outline application with some matters reserved (appearance, landscaping, layout and scale) for construction of up to 100 residential dwellings including affordable housing with provision of vehicular, pedestrian and cycle access from Higham Road, public open spaces, sustainable urban drainage systems, landscaping, infrastructure and earthworks

**c) MC/25/2492 - Land South of Buckland Road Cliffe Woods** - Details pursuant to condition 12 (Suds) and 14 (CSWMP) on planning permission MC/23/0531 Construction of 44 dwellings (25% of which will be affordable), together with access, public open space and landscaping and associated works.

**d) TPA/25/2317 - 5 Englefield Crescent Cliffe Woods ME3 8HB** - T1 Oak - remove major deadwood, lift canopy to 6.5m (crown break), predominantly by removal of epicormic growth (Tree height 20m, removing up to 6.5m, retaining 13.5m).

**e) MC/25/2454 - Land South of Buckland Road Cliffe Woods** - Details pursuant to conditions 4 (Boundary Treatment) and 18 (Lighting) on planning permission MC/23/0531 Construction of 44

dwellings (25% of which will be affordable), together with access, public open space and landscaping and associated works.

**f) MC/25/1361 – Land South of Woodview House, Perry Hill, Cliffe ME3 7TX** - Application for permission in principle for the construction of a minimum of one and a maximum of three self-build residential units.

**g) MC/26/0303 – 157 Church street Cliffe, ME3 7SS** - Application for a non-material amendment to planning application MC/25/2503 for alterations to the internal arrangement not affecting the exterior. The internal changes re-route the way through the building to provide direct access to the accessible WC from the café, as well as from the hairdressers.

339.2 **Ongoing developments/issues:**

- a) **Trenport – 250 dwellings, Land to the East & West of Church St, Cliffe** – No meeting arranged, nothing further.
- 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) **Redrow 1** – Letters sent to residents and to Parish Council re tree removal and change to works site entrance added to our website and social media. Concern raised by Esquire Management Committee re condition of trees on their boundary forwarded to relevant parties.
- d) **Homes England proposal for former Chattenden Barracks** - Preplanning consultation exhibition held 26/2 attended by Planning Chair. Agreed to monitor development. Further online consultation planned.
- e) **Medway Local Plan 2041** – Reg. 19 Consultation. New site erroneously described as SR4 150 dwellings North Little Church Rd, west of Town Rd, Cliffe Woods. Land 'extends' Redrow site up to Lillechurch Rd.
- f) **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, no further details or comments raised, to be monitored.
- g) **Development site at bottom of B2000/Lower Rochester Rd (Frindsbuy Extra Parish)**  
The outline/access only application has now been submitted. The views of the Parish Council are known - the highways impact on the A289 Wainscott Bypass (from and to London) exacerbate an already heavily congested junction in the morning and evening peak as well as Hollywood Lane/Brompton Farm Rd and especially the Four Elms Roundabout (primary access for our residents to the Hoo Peninsula and Medway Tunnel).
- h) **Gleeson pre planning consultation for Land South of Higham Road, Cliffe** – 95 new homes. EIA now submitted. Public meeting held on 15/1 at Cliffe Memorial Hall with Marrons and Gleeson representatives. Concerns raised were noted and further consultation to be carried out between developer and Medway Council.

340 **Cliffe Woods Car Park Resurfacing Project** (Cllrs. C Fribbins, F Harper)  
Cllr F Harper has chased the contractor for a quote. Ongoing.

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

341.1 Cllr R Wyatt reported that 4 trees had now been planted in the play area and Memorial Hall grounds.

341.2 Cllr J Darwell reported damage at the skate park, and it was decided that Cllr J Wenban and Clerk/PO would inspect urgently and close area if necessary prior to repairs being carried out.

342 **Report: Other Committees/Panel**

342.1 Footpaths and Common Land (Cllr R Wyatt)

It was reported that Hilton Road, Cliffe Woods had a survey to discover usage and whether to add gravel to footpaths.

342.2 Personnel Panel (Cllrs. V Walton, J Wenban, R Wyatt) – No report

342.3 Social and Digital Media (Cllrs. D Bishop, C Fribbins) – No report

343 **Report: Other Bodies**

343.1 Cliffe and Cliffe Woods Community Trust (Cllrs. D Bishop, C Fribbins, K Kentell, V Walton)  
It was reported the electric company has been in touch to fund a new line to Tilbury, Essex.

343.2 Cliffe Woods Community Association (Cllr V Walton)

It was reported In-Post are nearly ready to sign contract.  
Christmas Panto has been booked for 19<sup>th</sup> December 2026 and secured with last year's price.

- 343.3 Cliffe Memorial Hall (Cllr J Darwell)  
It was reported the Memorial Hall has been approached by Imperial War Museum for historical reference.  
The coffee morning has continued success, and the Cockney Night was a sell-out.
  - 343.4 Brett's Liaison (Cllrs. J Darwell, C Fribbins, K Kentell, R Letheren, S McDermid, J Wenban)  
No report
  - 343.5 Rural Liaison Committee (Cllr R Wyatt)  
It was reported the Lower Thames Crossing will increase traffic in Medway by 40%. This will impact on A228 at Cuxton and Four Elms Hill. The Local Plan has been submitted to the planning inspectorate and hope to get initial feedback by May 2026.
  - 343.6 Kent Association of Local Councils (KALC) (Medway) (Cllr K Kentell) – No report
  - 343.7 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott) (Cllr S McDermid) – No report
  - 343.8 Police Liaison (Cllr H Johnson) - No report
  - 343.9 Events
    - a) Cliffe Woods Community Association – Summer Fete 20/06/2026  
Application for the land usage. Proposed Cllr H Johnson, seconded Cllr R Wyatt, 7 in favour & 3 abstain, **carried**.
- 344 **Other Reports** – to be handed to the Clerk for next meetings 21/05/2026 at Emmanuel Centre, Cliffe Woods

**The meeting was closed at 20.40 and the Chair thanked everyone for attending.**

Parveen Comparat (Assistant Clerk) 19/03/2026

**Signed as a true record of proceedings:**

**Chair** .....

**Date** .....