



Cliffe and Cliffe Woods Parish Council

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Mrs Alex Jack, Clerk/PO and Miss Lissi Watt, Assistant 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 14th September 2023, 7:30 pm at the Emmanuel Centre, Parkside, 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.*

3.0 Co-option – Currently three vacancies, one in Cliffe Village Ward and two in Cliffe Woods Ward.

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

4.0 Approval of Minutes of Meeting held on 10/08/23

5.0 Matters Arising from Minutes of Meeting on 10/08/23

6.0 Report: Clerks (Clerk/PO & Assistant Clerk/RFO)

7.0 Report: Chair (Cllr Dibble)

8.0 Report: Finance & General Purposes (Cllr Wyatt/Assistant Clerk/RFO)

The F&GP committee met on 05/09/23 at St Helens House, Cliffe.

- a) To note financial reports (to 31/08/23)
- b) To note and consider Payments and Receipts and approve, as necessary.
- c) Recommendations from F&GP Committee
 - i) To appoint Norse for the cleaning at the Changing Rooms, Cliffe
- d) Other items of note from F&GP Committee (no decisions required)
 - a) Internal auditor now appointed.
 - b) CCTV signage to be extended following system upgrade.
 - c) Quotes being obtained for electrical safety work at the Recreation Ground, Cliffe

9.0 Report: Council Assets (Cllrs Kentell/Letheren/Wenban/Wyatt/Clerk/PO)

10.0 Report: Allotments (Cllrs Clements/Letheren/Wyatt & Clerk/PO)

11.0 Report: Planning Committee (Cllr Fribbins)

The planning committee met on 31/08/23 at the Emmanuel Centre, Cliffe Woods, report circulated.

11.1 Planning applications received:

- a) **MC/23/1671** Advertisement consent for the installation of one internally illuminated totem sign - **Land At Town Road, Cliffe Woods ME3 8JL**. Sign is to advertise properties already in place. **Comment sent:** Illumination should have limited hours of operation and limited duration. Reason: limited impact on neighbouring residential properties and distract for highways traffic.
- b) **MC/23/1710** Application for a Lawful Development Certificate (proposed) for installation of a ground floor window to front and rooflight to existing dormer window to side - removal of

existing ground window to side and chimney - **The Challenge, Ladyclose Avenue Cliffe Woods ME3 8JL**. No impact, no comment required.

- c) **MC/23/1821** Variation of condition 1 (Plans) on planning permission MC/21/1287 For a minor material amendment and plot substitutions for different house types and a revised layout of the scheme, particularly for planting layout - **Land At Town Road, Cliffe Woods ME3 8JLT**. Request by Redrow to tweak their agreed plans in regard to landscaping/open space and some replacement of some house types with another equivalent. Housing numbers remain unchanged. Further details on changes to landscaping proposals, including replacement of hedging where trees were removed on road frontage (this affected 36 previously submitted plans!).
- d) **MC/23/1846** Detail pursuant to condition 30 (cycle path) on planning permission MC/19/0287 - **(Redrow) Land At Town Road, Cliffe Woods ME3 8JL**. Plans show the connection to Buckland Road, adjacent to new allotment access. No comment required.
- e) **MC/23/1849** Construction of a part two/part single storey extension to side - demolition of existing garage - **37 Brookmead Road, Cliffe Woods ME3 8HJ**. There is a history of planning approval for this site, but no extra car parking for the additional property, only 3 parking bays are shown, so appears to be deficient. **Comment sent:** Approval should only be granted on provision of off-street parking. Reason: Location of development with potential highways issues.
- f) **MC/23/1847** Conversion of existing detached garage and pool house to create a single dwelling house with a two storey extension to side, adaptation to the lower roof form, increase in ridge height to provide a new floor. The roof form is to be articulated with the addition of pitched roof dormers – **Woodfield, Cooling Common, Cliffe ME3 7TJ**. 'Farmyard layout' existing outbuilding to have a minor extension and converted to residential, no issues with car parking in the courtyard. No comment required.
- g) **MC/23/1876** Details pursuant to condition 28 (surface water varification report) on planning permission MC/19/0287 - **Land At Town Road, Cliffe Woods ME3 8JL**. Technical matter for planning officers. No comment required.

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

11.3 Other planning issues:

- a) **MC/22/0254 (Trenport Appeal) Land to the east and west of Church Street, Cliffe**
- b) **MC/21/1287 Redrow site, Oakleigh Fields, Town Road, Cliffe Woods**
- c) **MC/21/1694 Esquire development, View Road, Cliffe Woods**
- d) **Draft Local Plan**

12.0 **Report: Cliffe and Cliffe Woods Neighbourhood Plan (Cllr Fribbins)**

13.0 **Report: Other Committees**

13.1 Footpaths and Common Land – Cllr Cooper

13.2 Personnel Committee – Cllrs Fenney, Wenban & Wyatt

14.0 **Report: Other Bodies**

14.1 Cliffe and Cliffe Woods Community Trust – Cllrs Fribbins/Kentell/Walton

14.2 Cliffe Woods Community Association Liaison – Cllr Walton

14.3 Cliffe Memorial Hall – Cllrs Darwell/Fenney

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

14.5 Rural Liaison Committee – Cllr Wyatt

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

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

14.8 Events

15.0 **Other Reports – Other items to be handed to the Clerk for the next meeting on 12/10/23, 7.30pm at the Small Memorial Hall, Church Street, Cliffe.**