



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 following the Annual Parish Council Meeting on **Thursday 11th May 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 – Currently three vacancies, two in Cliffe Woods Ward and one in Cliffe Ward.** They can be filled by co-option until May 2027 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 16/03/23**
- 6.0 **Matters Arising from Minutes of Meeting on 16/03/23**
- 7.0 **Report: Clerks**
- 8.0 **Report: Chair**
- 9.0 **Report: Finance & General Purposes**
 - 9.1 The F&GP committee met on 11/04/23 at St Helens House, Cliffe.
 - a) To note financial reports (to 31/03/23)
 - b) To note and consider Payments and Receipts agreed under delegated powers for April meeting.
 - c) Recommendations from F&GP Committee
 - i) To consider raising allotment rents by 10% for the 2023/24 year.
 - ii) To consider raising pitch hire fees on Cliffe Recreation Ground by 10% for the 2023/24 year.
 - iii) To create an EMR to cover costs for resurfacing the Cliffe Woods car park
 - d) Other items of note from F&GP Committee (no decisions required).
 - 9.2 The F&GP committee met on 02/05/23 at St Helens House, Cliffe.
 - a) To note financial reports (to 30/04/23) will be received on 5/5/23, due to calendar dates at the bank.
 - b) To note Payments and Receipts will be received on 5/5/23, due to calendar dates at the bank.
 - c) Recommendations from F&GP Committee.
 - i) Propose to accept Northstar quote from IT report dated 2/5/23 circulated.
 - ii) Propose Memorial Hall Committee can proceed with drain lining work, as quoted.
 - d) Update on internal auditor and AGAR
 - e) Other items of note from F&GP Committee (no decisions required).
 - i) Clerk/PO successful completion of 6 month probation period and agreed salary and SCP uplift.
 - ii) To obtain quotes for 2 Bleed Control Boxes, 1 for each village.
- 10.0 **Report: Allotments**
- 11.0 **Report: Planning Committee**

11.1 The Planning Committee met on 30/03/23 at the Emmanuel Centre, Cliffe Woods, Report from Cllr Harper with full comments circulated.

Planning applications received:

- a) **MC/23/0573 Quickrells Farmhouse, Church St, Cliffe ME3 7PY** – Conversion of garage to annex and construction of log store. **Comments sent:** Objection, garage close to neighbouring property and could cause privacy and disturbance issues.
- b) **MC/23/0574 Quickrells Farmhouse, Church St, Cliffe ME3 7PY** – Listed building consent for the conversion of garage to annex and construction of log store. **Comments sent:** Grade 2 listing, suggest decision needed from Medway's graded building expert.
- c) **MC/22/1278 Land at Town Rd, Cliffe Woods ME3 8JL** – Details pursuant to condition 8 (levels) 25 (acoustic measures) 29 (CSWMP) on planning application MC/19/028 – Outline planning permission with some matters reserved (appearance landscaping layout and scale) for up to 225 residential dwellings including up to 25% affordable housing, introduction of structural planning and landscaping, informal public open space and children's play area, surface water flood mitigation and attenuation, vehicular access point from Town Road and associated ancillary works. **No comment.**
- d) **MC/23/0531 Land south of Buckland Rd, Cliffe Woods** – Construction of 45 dwellings (25% of which will be affordable), together with access, public open space and landscaping and associated works. **Comments sent:** Objection, the Parish Council oppose and consider it unnecessary, would add further strain on village facilities and is unsustainable. Medway Planning Committee asked to refuse.
- e) **MC/23/0354 Land adjacent to 3 Swingate Ave, Cliffe ME3 7QZ** - Details pursuant to condition 3 (materials) and condition 6 (bird bricks) on appeal decision APP/A280/W/18/3214287 for construction of a detached 2-bedroom dwelling (MC/19/1941). **No comment.**
- f) **MC/23/0744 Woodpeckers, Mortimers Ave, Cliffe Woods ME3 8JT** – Application for a Lawful Development Certificate (proposed) for conversion of garage into habitable room. No documents submitted for a LD Cert. **No comment.**
- g) **MC/23/0786 Land at Town Rd, Cliffe Woods ME3 8JL** – Application for non-material amendment to planning permission MC/19/0287. To seek amendment to condition 23 to allow for some homes to be occupied prior to S278 works being completed (reasons set out in cover letter). **Comments sent:** Objection, reasons of safety for residents, cyclists, motorists and pedestrians. Conflict with Local Plan policy T13. No bus stop installed yet, sight lines impeded, no pavement, no time scale to finish works increasing disruptions already felt daily by businesses and residents. Medway Planning Committee asked to refuse.

11.2 The Planning Committee met on 27/04/23 at the Emmanuel Centre, Cliffe Woods. Report from Cllr Harper with full comments circulated.

Planning applications received:

- a) **MC/23/0880 12 Ashwood Close Cliffe Woods ME3 8HQ** – Conversion of garage to a habitable room. **Comments sent:** Objection, we challenge the use of the conversion as a dining room and expect conversion to be an extra bedroom (with wet room off) resulting in only 1 off-road parking space for a possible 4 bedroom property encouraging street parking.
- b) **MC/23/0531 - Land South Of Buckland Road Cliffe Woods** – Construction of 45 dwellings (25% of which will be affordable), together with access, public open space and landscaping and associated works. **Comments sent:** Objection, the NHP, if approved, classifies the location of the proposed development site as outside the village boundary and must be recognised.

11.3 Further planning applications received after the Parish Council Agenda – tba

11.4 Other planning issues:

- a) **MC/22/0254 (Trenport appeal) Land to the east and west of Church Street, Cliffe** –Public inquiry confirmed as 10am, 16/5/23, Medway Council offices.
- b) **MC/21/1287 Redrow site, Oakleigh Fields, Town Road, Cliffe Woods**
- c) **MC/21/1694 Esquire development, View Road, Cliffe Woods**
- d) **2 Tennyson Ave, Cliffe Woods**
- e) **MC/22/1713 Retirement Development, View Rd, Cliffe Woods**
- f) **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

13.2 Personnel Committee

14.0 **Report: Other Bodies**

14.1 Cliffe and Cliffe Woods Community Trust (Cllrs. Chris Fribbins, Ken Kentell)

14.2 Cliffe Woods Community Association Liaison

14.3 Cliffe Memorial Hall

14.4 Brett's Liaison

14.5 Rural Liaison Committee

14.6 Kent Association of Local Council (KALC) (Medway)

14.7 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott)

14.8 Events

15.0 **Other Reports:**

Other items to be handed to the Clerk for the next meeting on **15th June 2023 at 7:30 pm at the Small Memorial Hall, Church St, Cliffe.**

Mrs Alex Jack, Clerk/PO

05/05/2023