



Cliffe and Cliffe Woods Parish Council

42 Quickrells Avenue, Cliffe, Rochester, Kent ME3 7RB

www.cliffeandcliffewoods-pc.gov.uk

☎ 01634 566166

✉ clerk@cliffeandcliffewoods-pc.gov.uk

To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held **Thursday 13th August 2020, at 19:00 on ZOOM (joining instructions from Clerk, see above, up to 5pm on the day of the meeting.**

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 **Adjournment** (Members of the public can question the Parish Council and raise issues) 30 minutes max, limit of 10 minutes per person. (not part of parish council meeting). Technically not part of the parish council meeting.
- 4.0 **Approval of Minutes of Meeting held on 16/07/20**
- 5.0 **Matters Arising from Minutes of Meeting held on 16/07/20** (see action list with minutes and any issues from the core minutes).
- 6.0 **Co-option of Parish Councillors for Cliffe Woods** Both vacancies can now be filled by co-option following advertisement of the position.
- 7.0 **Report: Clerks** (Clerk PO/RFO) – To Receive a verbal report on issues dealt with since last meeting, not on the Agenda.

Both Finance & GP and the Planning Committee have expressed a preference to return to 7:30pm meeting start times. The Council is asked to consider this for future council meetings. There has been some confusion with the start time and some councillors had joined the meeting late.

Fairground Action from July – Fairground is in Leysdown for August so no meeting has taken place re. COVID19 Risk Assessment and actions they are proposing. Football is also likely to restart in September.
- 8.0 **Report: Chair** – tba
- 9.0 **Report: Finance & General Purposes (Cllr Dibble/Clerks)**

To receive a report and recommendations of the F&GP meeting held Tuesday 7th July Online/Zoom

 - a) To note the election of Cllr Keates as Vice-Chair of F&GP for the current council year.
 - b) To note financial information to 31/7/20 circulated.
 - c) To agree receipts & payments and approve for August 2020 as necessary (including any updates since the F&GP as indicated)
 - d) To agree recommendations
 - a. Safety Surfacing an extra quote has been received. F&GP recommend the quote from M&M Developers LLP (they have done surfacing repairs in the playground previously and were recommended by Medway/Norse. The work to be funded from existing budget provision and general reserves.
 - b. Changing Rooms – Tiling complete. Suggested some minor works be carried out by Clark & Son. (electricity to container, bootscraper, opposition toilet flush).
 - e) To note other items from the committee
 - a. The soakaway is completely blocked and will need further works – there has been further information from Volker Highways. The committee agreed to investigate the ‘abandoning’ of the soakaway and repair to the surfacing to remove the dip where the rainwater accumulates.

- 10.0 **Allotments** – Cllrs Letheren, Clements, Clerk (RFO) To receive a verbal report on the Allotments
An A1 replacement noticeboard has been acquired. Consideration needs to be given to issuing termination notices to c.four tenants who have failed to maintain their plot after warnings.
- 11.0 **Report: Planning Committee** (Cllr Harper/Clerk (PO))
- To receive a report on Planning issues dealt with by the committee under delegated powers and where the council is asked to decide/confirm.
- 11.1 Delegated Powers
- a) **MC/20/1578 27 Milton Avenue Cliffe Woods Rochester Medway ME3 8TP**
Some concern about on-street parking, otherwise no objection.
 - b) **MC/20/1621 1 Courtsole Farm Pond Hill Cliffe Rochester Medway ME3 7QS**
Construction of a porch extension to front No objection
 - c) **MC/20/1634 1634 Oast Cottage Station Road Cliffe Rochester Medway ME3 7RU**
Objection raised to design especially at that location.
 - d) **MC/20/1676 13 Courtsole Farm, Pond Hill, Cliffe, Rochester, Medway**
No information on Medway Planning Website – unable to comment (Medway Council chased)
 - e) **MC/20/1584 4 Sedley Close Cliffe Woods Rochester Medway ME3 8HE**
No objection, just request to ensure adequate on-site parking.
 - f) **MC/20/1397 9 View Road Cliffe Woods Rochester Medway ME3 8JQ** No objection
 - g) **MC/20/1684 Rectory House Rectory Road Cliffe Rochester Medway ME3 7RPA** No comment
 - h) **MC/20/1668 29 Rookery Crescent Cliffe Rochester Medway ME3 7RH**
No objection, but comment on the possible need for permission to cross Amenity Grass.
 - i) **MC/20/1794 8 Cooling Road Cliffe Rochester Medway ME3 7RY** No objection
- 11.2 Applications Received since the Planning Meeting tba
- 11.3 Applications Received since issuing the Agenda and the meeting tba
- 11.4 Other Planning Issues
- a. The Hermitage, Cooling Street Appeal to be dealt with by written representations.
 - b. 2 View Road new plot up for sale.
 - c. Gladmans West of Town Road, it may soon be going to the Planning Committee.
 - d. (5/8) Simpkins – notifying further changes to the plans. (response required by 19/8).
- 12.0 **Cliffe and Cliffe Woods Neighbourhood Plan**
- To receive a report on the activities and progress of the Neighbourhood Plan.
- 13.0 **Report: Other Committees**
- 13.1 Footpaths and Common Land – General Report – Cllrs Harper and Darwell
 - 13.2 Youth Liaison – General Report - Cliffe Woods – Cllrs Walton, McDermid, McLeod, Wyatt – Arrangements still to be made for meeting. Stock-take of Cliffe Woods Community Centre Youth Equipment completed.
- 14.0 **Report: Other Bodies**
- 14.1 Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllr Keates
 - 14.2 Cliffe Woods Community Centre Liaison – General Report – Cllr Walton
 - 14.3 Cliffe Memorial Hall – General Report – Cllr Fenney
 - 14.4 Brett's Liaison – Cllr McDermid/Clerk (PO) (initial contact made some ZOOM issues on PC side).
 - 14.5 Rural Liaison Committee – Cllr Naughton-Dean
 - 14.6 Kent Association of Local Councils (Medway) – Cllrs McDermid/Harper
 - 14.7 Police Liaison Committee & Councillor/Police Surgeries/PACT Cliffe Woods Liaison – Cllrs Dibble/Wyatt
 - 14.8 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott – Cllrs McDermid/Fenney)
 - 14.9 Friends of North Kent Marshes - Cllr Darwell
- 15.0 Other Reports

Other items to be handed to the Clerk for the next meeting on Thursday 10th September 2020 (arrangements for the meeting to be circulated dependant on COVID-19 restrictions) at 7:00pm if ZOOM (or 7:30pm)

Join Zoom Meeting

<https://us02web.zoom.us/j/82408521846?pwd=SERQV2ZHNVpDalJmY3ZkVXFhOE5kZz09>

Meeting ID: 824 0852 1846

Passcode: 086281

Dial by your location

0203 901 7895, 0131 460 1196, 0203 051 2874, 0203 481 5237, 0203 481 5240

Meeting ID: 824 0852 1846#

Participant ID: #

Passcode: 086281#