



Cliffe and Cliffe Woods Parish Council

17 Graveney Close, Cliffe Woods, Rochester, Kent ME3 8LB

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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 16th May 2024, 7.30 pm at the Emmanuel Centre, Parkside, Cliffe Woods ME3 8HX** following the Annual Parish Council 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 **Co-option – Currently three vacancies; one in Cliffe Village Ward, 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 21/03/24**

5.0 **Matters Arising from Minutes of Meeting on 21/03/24**

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

7.0 **Report: Chair**

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

The F&GP committee met on 09/04/24 at St Helens House, Cliffe, attended by full committee.

- a) To note financial reports (to 31/03/24)
- b) To note and approve Payments and Receipts for April 2024 under delegated powers as no Parish Council meeting in April.
- c) Recommendations from F&GP Committee
 - i) Updated Standing Orders to be agreed
 - ii) Grants policy to be agreed
 - iii) Grants application form to be agreed
- d) Other items of note from F&GP Committee (no decisions required)
 - i) Cllr C Fribbins has completed 40 years of continuous service to the Parish Council since 1984.
 - ii) Quotes to be obtained for Cliffe Woods car park potholes and disabled space relining.
 - iii) Quotes to be obtained for securing the Recreation Ground, Cliffe and other H&S works required in the parish.

The F&GP committee will meet on 14/05/24 at St Helens House, Cliffe.

- e) To note financial reports (to 30/04/24)
- f) To note and consider Payments and Receipts for May 2024
- g) Recommendations from F&GP Committee - tba
- h) Other items of note from F&GP Committee (no decisions required) - tba

9.0 **Report: Council Assets (Cllrs Kentell/Letheren/Wenban/Wyatt/Clerk/PO)** – includes Allotments, Play Areas, Changing Rooms, Bus Shelter, Car Park and Buttway

10.0 **Report: Planning Committee (Cllr Fribbins)**

The planning committee met on 28/03/24 and was attended by Cllrs. C Fribbins (Chair), K Kentell and J Wenban.

10.1 Planning applications received and responded to under delegated powers as no Parish Council meeting in April.

- a) **MC/24/0430** | Application for a non-material amendment to planning permission MC/22/3020 and revised plot submissions for the two consented affordable flat blocks comprising of 15x separate flats to be replaced with 15x affordable houses. In addition there have been amendments to the road surfacing materials used in three parts of the site, as well as the Weinerberger Arizona yellow brick proposed to be replaced with Ibstock Multi cream stock | **Land At Town Road Cliffe Woods ME3 8JL**
- b) **MC/24/0332** | Details pursuant to conditions 13 (Archaeological Evaluation Report) on planning permission MC/21/1694 - Construction of 68 residential dwellings including affordable housing, associated vehicular parking, landscaping, open spaces, drainage and earthworks and formation of a new access from View Road. | **Land South Of View Road Cliffe Woods**
- c) **MC/24/0340** | Details pursuant to condition 22 (Cycle Parking) on planning permission MC/21/1694 for Construction of 68 residential dwellings including affordable housing, associated vehicular parking, landscaping, open spaces, drainage and earthworks and formation of a new access from View Road. | **Land South Of View Road Cliffe Woods**
- d) **MC/24/0506** | Construction of a first floor side and single storey rear extension | **11 Marsh Lane Cliffe ME3 7UQ**
- e) **MC/24/0512** | Construction of a single storey extension and partial conversion of existing garage to habitable room | **Blackmoore Barn Pond Hill Cliffe ME3 7QS**
- f) **MC/24/0552** | Application for a Lawful Development Certificate (proposed) for construction of a single storey rear extension and part conversion of garage into habitable room | **Maple Cottage Merryboys Road Cliffe Woods ME3 7TP**
- g) **MC/24/0563** | Construction of a single storey front extension and single storey extension to side | **Squirrel Lodge Mortimers Avenue Cliffe Woods ME3 8JT**
- h) **MC/24/0563** | Construction of a single storey front extension and single storey extension to side | **Squirrel Lodge Mortimers Avenue Cliffe Woods ME3 8JT**
- i) **MC/24/0608** | Details pursuant to condition 33 (Climate Change Verification Report) of planning permission MC/21/1694 - Construction of 68 residential dwellings including affordable housing, associated vehicular parking, landscaping, open spaces, drainage and earthworks and formation of a new access from View Road. | **Land South Of View Road Cliffe Woods**
- j) **MC/23/2733** | Construction of a part two/part single storey extension to rear - demolition of existing single storey rear extension and conservatory. | **Perry Hill Farm Perry Hill Cliffe ME3 7TX - WITHDRAWN**

APPLICATIONS NOTED, no representations required.

10.2

Major Developments

- a) **Trenport - 250 Dwellings East and West of Church St Cliffe** – Contact made with the consultants for the next stage of Planning Applications. Face to Face meeting to be arranged (possibly late April, but now probably late May).
- b) **Redrow - Town Road**, Development progressing, only minor details pursuant.
- c) **Esquire 2 - 68 Homes South of View Road** Further details pursuant received. Construction access being constructed onto Town Road, site cleared (including orchard).
- d) **Esquire 3 - 25 Homes off of View Road** (previously 50 retirement homes) Planning application not yet submitted to Planning Committee.
- e) **Local Plan** – additional Regulation 18 (infrastructure) to be carried out, the Draft Plan, inspector's review, then adoption 2025. B
- f) **Neighbourhood Plan** - Nothing further, the effectiveness of the plan in Medway Planning to be tested (the next major application will be Trenport details).

10.3

Further applications/issues since meeting

- a) Medway Council have agreed to remove the s106 commitment, in **Esquire 2**, for affordable housing as this prevents potential funding from Homes England for the same housing. Commitment given by Esquire to build affordable housing to original approve if funding fails.
- b) **MC/24/0352** | Construction of an extension to existing detached garage and part conversion into habitable room | **Blackmoore Barn Pond Hill Cliffe ME3 7QS - WITHDRAWN BY APPLICANT**
- c) **MC/24/0512** | Construction of a single storey extension and partial conversion of existing garage to habitable room | **Blackmoore Barn Pond Hill Cliffe - ME3 7QS WITHDRAWN BY APPLICANT**
- d) **22/00009/ENFORC | Appeal against | Merryboys House Merryboys Road Cliffe Woods ME3 7TP - APPEAL PARTLY ALLOWED**
- e) **MC/23/2733** | Construction of a part two/part single storey extension to rear - demolition of existing single storey rear extension and conservatory. | **Perry Hill Farm Perry Hill Cliffe ME3 7TX - WITHDRAWN BY APPLICANT**
- f) **MC/24/0776** | Application for a non-material amendment to planning permission MC/21/3073 for the Reduction of roof height to rear extension, incorporating a mono-pitched roof | **Cliffe Woods Community Centre Parkside Cliffe Woods ME3 - NEW**
- g) **MC/24/0744** | Outline application with some matters reserved (appearance, landscaping and layout) for construction of a detached dwelling - demolition of existing garage | **1 View Road Cliffe Woods ME3 8JQ - NEW**
- h) **MC/24/0609** | Raising the roof height of the existing double garage to accommodate new roller doors with recessed fittings | **30 Brookmead Road Cliffe Woods ME3 8HJ - NEW**

- i) **MC/24/0750** | Application for non-material amendment to planning permission MC/22/0254 (Allowed on appeal reference APP/A2280/W/22/3313673) - for amendments to the wording of conditions number 1 (reserved matters), 7 (archaeology) 9 (CEMP), 10 (S278 Cooling Road RBT), 21 (contamination), 22 (contamination), 26 (road transport noise), 32 (drainage), 34 (drainage) and 54 (air quality emissions) - See covering letter for full details. | **Land To The East And West Of Church Street Cliffe - WILL NEED TO BE REVIEWED.**

10.4

The planning committee met on 25/04/24 and was attended by Cllrs C Fribbins (Chair), F Harper, S McDermid, K Kentell and A Cooper.

10.5

Planning applications received:

- a) Medway Council have agreed to remove the s106 commitment, in Esquire 2, for affordable housing as this prevents potential funding from Homes England for the same housing. Commitment given by Esquire to build affordable housing to original approve if funding fails.
- b) **MC/24/0352** | Construction of an extension to existing detached garage and part conversion into habitable room | **Blackmoore Barn Pond Hill Cliffe ME3 7QS - WITHDRAWN BY APPLICANT**
- c) **MC/24/0512** | Construction of a single storey extension and partial conversion of existing garage to habitable room | **Blackmoore Barn Pond Hill Cliffe ME3 7QS - WITHDRAWN BY APPLICANT**
- d) **MC/24/0841** | Construction of a detached annexe | **Blackmoore Barn Pond Hill Cliffe ME3 7QS**
- e) **22/00009/ENFORC** | Appeal against | **Merryboys House Merryboys Road Cliffe Woods ME3 7TP - APPEAL PARTLY ALLOWED, PARTLY UPHOLD**
- f) **MC/23/2733** | Construction of a part two/part single storey extension to rear - demolition of existing single storey rear extension and conservatory. | **Perry Hill Farm Perry Hill Cliffe ME3 7TX - WITHDRAWN BY APPLICANT**
- g) **MC/24/0776** | Application for a non-material amendment to planning permission MC/21/3073 for the Reduction of roof height to rear extension, incorporating a mono-pitched roof | **Cliffe Woods Community Centre Parkside Cliffe Woods ME3 8HX NEW**
- h) **MC/24/0744** | Outline application with some matters reserved (appearance, landscaping and layout) for construction of a detached dwelling - demolition of existing garage | **1 View Road Cliffe Woods ME3 8JQ NEW**
- i) **MC/24/0609** | Raising the roof height of the existing double garage to accommodate new roller doors with recessed fittings | **30 Brookmead Road Cliffe Woods ME3 8HJ**
- j) **TRENPORT MC/24/0750** | Application for non-material amendment to planning permission MC/22/0254 (Allowed on appeal reference APP/A2280/W/22/3313673) - **for amendments to the wording of conditions** number 1 (reserved matters), 7 (archaeology) 9 (CEMP), 10 (S278 Cooling Road RBT), 21 (contamination), 22 (contamination), 26 (road transport noise), 32 (drainage), 34 (drainage) and 54 (air quality emissions) - See covering letter for full details. | **Land To The East And West Of Church Street Cliffe - WILL NEED TO BE REVIEWED**
- k) **MC/24/0801** | Details pursuant to condition 5 (phasing plan) on planning permission MC/22/0254 (Allowed on appeal reference APP/A2280/W/22/3313673) - Outline application with all matters reserved except for (access) for a residential development of up to 250 dwellings and a mixed-use community hub together with associated infrastructure including public open space and community facilities comprising a replacement sports ground and pavilion, with accesses from Church Street, Cooling Road and Buttway Lane. | **Land To The East And West Of Church Street Cliffe Rochester**
- l) **MC/24/0799** | **Details pursuant to condition 4 (CEMP) on planning permission MC/20/1117** for variation of conditions 2 and 5 on planning permission MC/19/0379 to allow a minor material amendment for siting and design of house 4 - Resubmission of MC/20/0331 | **29 View Road Cliffe Woods ME3 8JQ**

10.6

Major Developments

- a) **Trenport 250 Dwellings East and West of Church St Cliffe** – Contact made with the consultants for the next stage of Planning Applications. Face to Face meeting to be arranged (possibly late April, but now probably late May).
- b) **Redrow Town Road** - Development progressing, only minor details pursuant.
- c) **Esquire 2 68 Homes South of View Road** - Further details pursuant received. Construction access constructed onto Town Road, site cleared (including orchard).
- d) **Esquire 3 25 Homes off of View Road** (previously 50 retirement homes) - Planning application not yet submitted to Planning Committee.
- e) **Local Plan** – additional Regulation 18 (infrastructure) to be carried out, the Draft Plan, inspector's review, then adoption **2026**.
- f) **Neighbourhood Plan** - Nothing further, the effectiveness of the plan in Medway Planning to be tested (the next major application will be Trenport details).

10.7

Applications since meeting

- a) **MC/24/0792** Construction of a single storey pitched roof garage to the front incorporating the existing integral garage **137 Church Street Cliffe ME3 7PY**
- b) **MC/24/0679** Retrospective application for conversion of former Temperance Hall and latterly Snooker Hall (use class F2) to office space (use class E (C)(iii)) providing hot desk facilities. Work involves internal fit out, replacement of windows, doors and roof together with insertion of 4 roof lights. Provision for disabled access along with disabled toilet. **162 Church Street Cliffe ME3 7QB**

Main issue appears to be lack of car parking (not possible on site, not possible on road so relies on Buttway Car Park).

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

12.0 **Report: Other Committees & Working Parties**

12.1 Footpaths and Common Land – Cllr Cooper

12.2 Personnel Panel – Cllrs Fenney, Wenban & Wyatt

13.0 **Report: Other Bodies**

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

13.2 Cliffe Woods Community Association – Cllrs Fribbins/Walton

13.3 Cliffe Memorial Hall – Cllr Darwell

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

13.5 Rural Liaison Committee - Cllr Wyatt

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

13.7 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott) —Cllrs Fenney/McDermid

13.8 Events

14.0 **Other Reports** – Other items to be handed to the Clerk for the next meeting on **20/06/24, 7.30pm at the Small Memorial Hall, Cliffe**

Mrs Alex Jack, Clerk PO, 08/05/2024