



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 21st March 2024, 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 two vacancies; one in Cliffe Village Ward, one 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 22/02/24

5.0 Matters Arising from Minutes of Meeting on 22/02/24

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

6.1 Arrangements for APM 18/04/24

7.0 Report: Chair (Cllr Dibble)

7.1 Meeting frequency

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

The F&GP committee met on 12/03/24 at St Helens House, Cliffe.

- a) To note financial reports (to 29/02/24)
- b) To note and consider Payments and Receipts and approve, as necessary.
- c) Recommendations from F&GP Committee
 - i) No further claims to be paid to Cliffe Memorial Hall for drain blockages due to requested works not having been completed.
- d) Other items of note from F&GP Committee (no decisions required) – none.

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)

There was no planning committee meeting on 25/02/24 as no applications received prior.

10.1 Planning applications received after planning meeting:

- a) **MC/24/0287 Rectory Lodge, Rectory Rd, Cliffe ME3** – Loft conversion with insertion of dormer window to rear and roof light to side roof slope and associated internal alterations. Comments by 25/03/24.
- b) **MC/24/0288 Rectory Lodge, Rectory Rd, Cliffe ME3** – Listed building consent for above application. Comments by 25/03/24.
- c) **MC/24/0506 11 Marsh Lane, Cliffe ME3 7UQ** – Construction of a first floor side and single storey extension. Comments by 01/04/24.
- d) **MC/24/0512 Blackmoore Barn, Pond Hill, Cliffe ME3** - Construction of a single storey extension and partial conversion of existing garage to habitable room. Comments by 04/04/24.

10.2 Other planning issues:

- a) **MC/22/0254 (Trenport) 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) **Medway Local Plan 2040**

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

12.0 **Report: Other Committees**

- 12.1 Footpaths and Common Land – Cllr Cooper
- 12.2 Personnel Committee – 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 – Report from meeting 05/03/24 - 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
 - a) D Day Landing event to be held at Cliffe Recreation Ground 08/06/24 – Cllr J Darwell

14.0 **Other Reports** – Other items to be handed to the Clerk for the next meeting and AGM on **15/05/24, 7.30pm at the Emmanuel Centre, Cliffe Woods**

Mrs Alex Jack, Clerk PO, 14/03/2024