



Cliffe and Cliffe Woods Parish Council

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To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held **Thursday 16th December 2021, at 19:30 in The Small Hall, Memorial Hall, Church Street, Cliffe.**

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** There are currently two vacancies in the Cliffe Woods Ward following a resignation and an exclusion due to non-attendance. Both vacancies have been advertised and there was no call for election in the statutory period so the council can proceed to co-option.
- 4.0 **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.
- 5.0 **Approval of Minutes of Meeting held on 11/11/21**
- 6.0 **Matters Arising from Minutes of Meeting held on 11/11/21**
- 7.0 **Report: Clerks** (Clerk PO/RFO) – To Receive a verbal report on issues dealt with since last meeting, not on the agenda.
- 8.0 **Report: Chair** – tba
- 9.0 **Report: Finance & General Purposes (Cllr Keates/Clerks)**
 - 1) **To receive a report and recommendations of the F&GP meeting held Tuesday 7th December in St Helens House Cliffe**
 - a. To note financial reports (to 30th November)
 - b. To agree Payments and note Receipts as necessary
 - c. To agree recommendations from F&GP
 - i. The Parish Council to agree a Bullying and Harassment statement.
 - ii. Buttway – approval be given for the church to repaint the yellow hash markings, but no support of white lining car parking spaces.
 - iii. To note Climate Change Emergency documents from NALC and consider further publicity and follow-up actions.
 - 2) **Annual Budget preparation** – to consider a Draft Budget for 2022/23 (final version to be agreed at the January meeting).
 - a. **Pitch Rents** – a freeze assumed (due to COVID). Only one rugby and two football currently. Local football leagues to be contacted to see if there is any potential take-up of spare capacity.
 - b. **Allotment Rents** – 4% increase assumed.
 - c. **Overall increase** – c.4% Assumed (in line with Medway Council increase).
- 10.0 **Allotments – Cllrs Letheren, Clements, Clerk (RFO)** To receive a verbal report on the Allotments.
- 11.0 **Report: Planning Committee** (Cllr Harper/Clerk (PO))
 - 11.1 To receive a report on Planning issues dealt with by the committee under delegated powers and where the council is asked to decide/confirm - The committee did not meet in November.

- 11.2 Further Planning Applications Received since date of Planning Committee for decision or referral to Planning Committee
- a) **MC/21/3347 15 Sedley Close Cliffe Woods Rochester Medway ME3 8HE**
Construction of a two-storey extension to rear together with a single storey extension to side
 - b) **MC/21/3356 Plot 6 Land West of Merryboys Farm House Cooling Common Cliffe Woods ME3 7TP**
Construction of a 5-bedroom detached dwelling with detached garage and associated landscaping
 - c) **MC/21/3360 Land West of Merryboys Farm House (Plot 1) Cooling Common Cliffe Woods ME3 7TP**
Details pursuant to condition 6 (Boundary Treatment) on planning application MC/17/3572 for Outline application for six self-build detached houses with all matters reserved except access and landscaping.
 - d) **MC/21/3498 Plot 66 Land at Town Road Cliffe Woods Rochester Medway ME3 8JX**
Application for non-material amendment to planning permission MC/18/2961. Amendment to plot 66 from weatherboarding to full brick

11.3 **Other Planning Issues :**

- a) **Trenport Land Cliffe** –No Planning submission yet. There is a risk of this site being added to approved sites in the Local Plan because of removal elsewhere.
- b) **Simpkins- MC/19/2836 (MC/16/3742)** Remaining reserved matters (appearance, landscaping, layout, and scale for the 50 Retirement homes (approved on appeal at outline stage) refused by Medway Planning – appeal to be decided on written representations – awaiting update. (St Helens Meadow). **A further application received on the site MC/21/3380 Outline application with some matters reserved (appearance, landscaping, layout and scale) for construction of nine detached houses**
- c) **MC/21/1287 Redrow(Gladmans) site West of Town Road** – Changes have been made following representations – 138 Private/48 Affordable, 184 Total (was up to 225), 3 Storey reduced to 2.5, no pedestrian access through Ladyclose/Mortimers.
- d) **Esquire- MC/21/1694 (Orchard) South of View Road** – No further information or date for decision.
- e) **Draft Medway Local Plan** – awaiting update as publication of Draft and Public Consultation has been postponed to late February 2022.

12.0 **Cliffe and Cliffe Woods Neighbourhood Plan**

Medway Council are being chased for a timetable for progressing the plan, without success. There is no procedure for reporting this problem.

13.0 **Report: Other Committees**

- 13.1 Footpaths and Common Land – General Report – Cllrs Cooper.
- 13.2 Youth Liaison – General Report - Cliffe Woods – Cllrs McLeod (Chair), Wyatt, Fribbins & Dolley (Clerks) – Clerk PO contacted Medway Youth as they liaise and support where possible. Strood Youth contact has arranged to meet with the Parish Chair (and the youth committee).

14.0 **Report: Other Bodies**

- 14.1 Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllr Keates/Kentell
- 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. Annual meeting held 29/9.
- 14.5 Rural Liaison Committee – Cllr Keates
- 14.6 Kent Association of Local Councils (Medway) – Cllrs McDermid/Harper
- 14.7 Police Liaison Committee & Councillor/Police Surgeries/PACT Cliffe Woods Liaison – Cllr 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 13th January at 7:30pm in the Emmanuel Centre, Parkside, Cliffe Woods.