



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 14th October 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 16/09/21**
- 6.0 **Matters Arising from Minutes of Meeting held on 16/09/21**
- 7.0 **Report: Clerks (Clerk PO/RFO)** – To Receive a verbal report on issues dealt with since last meeting, not on the agenda.

An Asset Review team has been set-up – to check, photograph and help identify further actions in short, medium, and longer timescale.
- 8.0 **Vote of No Confidence in Medway Council**

A local resident and Hoo St. Werburgh Parish Council have asked for the Parish Council to consider supporting the vote of no confidence passed by Hoo and High Halstow (believed to have been support by some Peninsula ward Parish Councils, but not all) and no Strood Rural Parish Councils to date.
- 9.0 **Report: Chair** – tba
- 10.0 **Report: Finance & General Purposes (Cllr Keates/Clerks)**
 - 1) **To receive a report and recommendations of the F&GP meeting held Tuesday 5th October in the Small Hall, Memorial Hall, Cliffe**
 - a. To note financial reports
 - b. To agree Payments and note Receipts as necessary
 - c. To agree recommendations
 - i. 2020/21 AGAR External Audit Completed with no qualifications. Recommended Thanks to the Clerks.
 - ii. Letters from local youth to be passed to the Youth Committee for their consideration.
 - iii. Large sign at Cliffe Play Area to be updated to reflect Parish Council ownership and maintenance. Other local info for play areas needs to be added to gates.
 - iv. Previous consultation with Statera Energy to be discussed at Council Meeting.
 - v. Consideration of Parish Council events/workshops to explain Planning processes (Planning Committee/Dave Harris Medway Council to be invited).
 - vi. Reintroduction of Correspondence List (the Clerks did report the amount of work this would involve, paper and the limited usability – There were 681 emails to clerk@ alone during September (some emails also go to cliffeandcliffewoodspc@hotmail.co.uk). Key emails are distributed to councillors already).

- 2) **Annual Budget preparation** will start in November, so funded justified options for consideration should be prepared. Because of the removal of funding from Government to Medway Council, which was passed to the Parish Council ceasing, Medway have given notice that this would stop in 2022/23 (c. 12% £7,300 addition to the precept).

11.0 **Allotments – Cllrs Letheren, Clements, Clerk (RFO)** To receive a verbal report on the Allotments. Mini digger being located to complete the allotment road repairs.

12.0 **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.

- 12.1 a) **MC/21/2647 Land West of Merryboys Farm House (Plot 4), Cooling Common, Cliffe Woods**
Details pursuant, now approved by Medway Council – no action.
- b) **MC/21/2005 St Helen’s Church, Buttway Lane, Cliffe**
Installation of additional external lighting around church together with a lamp at the top of the church path. No objections
- c) **MC/21/2618 Land North of Merryboys Road, Cliffe Woods**
Construction of a ‘single’ 5 bedroom home.
Previous Planning concerns (MC/21/1026) to be re-iterated.
- d) **MC/21/2636 Plot 5 Land West of Merryboys Farm Hose, Colling Common, Cliffe Woods**
Engineering works to rear to facilitate a swimming pool – No Objections

12.2 **Further Planning Applications Received since Planning Committee for decision or referral to Planning Committee**

- a) **MC/21/2738 11 Elford Road Cliffe**
Application for lawful development certificate (proposed) for the Construction of a dormer window to rear; installation of rooflights to front and second floor window to side to provide additional living accommodation within the roof space.
- b) **MC/21/2737 11 Elford Road Cliffe**
Construction of a single storey extension to front/side and rear incorporating existing front canopy roof - resubmission of MC/20/2653.
- c) **MC/21/2906 9 View Road Cliffe Woods**
Details pursuant to conditions 9 (Tree protection measures), 11 (Desk top study) and 12 (Remediation scheme) on planning permission MC/21/1584 for Construction of a detached dwelling and double garage.
- d) **MC/21/2857 Craig Alva 32 Town Road Cliffe Woods**
Construction of a single storey extension to the rear - demolition of single storey projection to the rear.

12.3 **Other Planning Issues :**

- a) **Trenport Land** – a formal pre-planning exhibition was held on 29th September with presentation material at www.vincent-gorbing.co.uk/consultation to 14th October (leaflets were delivered by Trenport and an additional leaflet from the Parish Council). Following this the comments will be reviewed before submitting a planning application, or not. We are aware that the site will **not** be allocated in the Medway Local Plan. But could be considered as a windfall site. NO PLANNING SUBMISSION YET.
- b) **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.
- c) **Draft Medway Local Plan** was due to issued for consultation from late October, but there could be a 3-month delay due to concerns about the 3,625+ houses instead of employment at Chatham Docks (so houses would have to be built elsewhere!).

13.0 **Cliffe and Cliffe Woods Neighbourhood Plan**

Meeting to be held with Medway Council to progress the Plan (there have been some issues in their team with the Local Plan) but delays to Local Plan mean it is more important to have a Neighbourhood Plan..

14.0 **Report: Other Committees**

14.1 Footpaths and Common Land – General Report – Cllrs Harper and Darwell

14.2 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).**

15.0 **Report: Other Bodies**

- 15.1 Cliffe and Cliffe Woods Community Trust – Report – Clerk (PO)/Cllr Keates
- 15.2 Cliffe Woods Community Centre Liaison – General Report – Cllr Walton
- 15.3 Cliffe Memorial Hall – General Report – Cllr Fenney
- 15.4 Brett's Liaison – Cllr McDermid/Clerk. The Clerk(PO) had attended a site meeting along with Medway Cllrs Etheridge and Turpin (Parish Chair and Cllr McDermid sent apologies). Annual meeting held 29/9.
- 15.5 Rural Liaison Committee – Cllr Keates
- 15.6 Kent Association of Local Councils (Medway) – Cllrs McDermid/Harper
- 15.7 Police Liaison Committee & Councillor/Police Surgeries/PACT Cliffe Woods Liaison – Cllr Wyatt
- 15.8 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott) – Cllrs McDermid/Fenney
- 15.9 Friends of North Kent Marshes - Cllr Darwell

16.0 Other Reports

**Other items to be handed to the Clerk for the next meeting on
Thursday 11th November at 7:30pm at the Emmanuel Centre, Cliffe Woods**

