



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 12th May 2022, after the Annual Parish Council Meeting in The Emmanuel Centre, Parkside, Cliffe Woods.**

Face coverings are not required in indoor public places including Community Centres/Village Halls but are suggested.

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 an election in the statutory period so the council can proceed to co-option. Mr Peter Moore is interested in one of the vacancies, his letter has been circulated and he expects to attend for possible 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. Technically not part of the parish council meeting.
- 5.0 **Approval of Minutes of Meeting held on 10/3/22**
- 6.0 **Matters Arising from Minutes of Meeting held on 10/3/22**
- 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 12th April 2022 in St Helens House Cliffe**
 - a. To note financial reports (to 31st March)
 - b. To note Payments and Receipts – agreed under delegated powers for April meeting).
 - c. To agree recommendations from F&GP
 - i. Small Hall Car Park/Cliffe Woods Car Park. Contractor requested a site meeting to look at possible issues that may arise when the specified work is done, Chair/Clerk PO agreed up to £750 for contingency purposes.
 - ii. Posters for opposition to the Cliffe/Trenport Agreed (delegated powers) with consideration of land ownership and planning advertising regulations.
 - iii. Jubilee Funding – Agreed to pay £2,500 to Cliffe Memorial Hall and £2,500 to Cliffe Woods Community Association for funding (to be accounted for and any surplus returned).
 - iv. Cllr Keates suggested painting/refurbishment of the Norwood Corner Bus Shelter.
 - v. Mileage allowance – Increase from 40p per mile to 45p a mile (HMRC Maximum untaxed amount) proposed applicable to all staff and councillors who travel on Parish Council business outside of the Medway Council area.
 - 2) **To receive a report and recommendations of the F&GP meeting held Tuesday 3rd May 2022 in St Helens House Cliffe**
 - a. To note financial reports (to 30th April will not be available until 2021/22 Year End)

- b. To agree Payments and note Receipts as necessary
- c. To agree recommendations from F&GP
 - i. **Caretaker Salary** – Recommended that the caretaker salary be increased to £11 per hour.
 - ii. **Cliffe Woods Car Park** – Surfacing. Quotes to be sought for this. A Business case would need to be prepared and local residents consulted before any application for funding to the Public Works Loan Board (PWLB) – Low interest and long repayment period. *(This will take up to the 2023/24 Parish Council Budget preparation)*

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 met Thursday March 31st, 2022, Meeting attended by FH (Chair), SM, AC, KK, PC, RW, CF (Clerk PO)

- a) **MC/22/0612 3 Swingate Avenue, Cliffe Rochester Medway ME3 7QZ**
Details Pursuant – CEMP for construction of two-bedroomed dwelling
- b) **MC/22/0517 3 Marsh Lane, Cliffe, Rochester, Medway ME3 7UQ**
Construction of a shed to rear for use as a dog grooming business.
3m x 2.4m shed in rear garden. Detailed Design and Access statement supplied
- c) **MC/22/0705 Driftwood, Symonds Road Cliffe Rochester, Medway ME3 7SS**
Construction of a single-storey extension to rear together with conversion of garage to habitable room – demolition of existing conservatory.

No Objections Raised

- d) **MC/22/0100 Bell Farm House, Cooling Street, Cliffe Rochester Medway ME3 7UB**
Erection of garage in rear garden. Refused by Medway Council due to its size and impact
11.2 **Noted**
- e) **MC/22/0254 Land To The East And West Of Church Street Cliffe Rochester** (Trenport)
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
Details discussed and a report will be produced and circulated to councillors for discussion/approval at the Parish Council meeting.

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 met on Thursday April 28th, 2022, Meeting attended by FH (Chair), SM, AC, KK, RW, CF (Clerk PO)

- a) **MC/22/0755 Rye Street Farm, Rye Street, Cliffe Rochester Medway ME3 7UD**
Construction of an open-sided cattle shed on concrete base and 3m access.
Concerns raised with location and possible impact on public rights of way. It is very open in existing field. To be used for wintering three hundred cattle from Cliffe Marshes on fields that currently do not have any livestock.
Concerns raised.
- b) **MC/22/0834 17 Chesterton Road, Cliffe Rochester Medway ME3 7QX**
Neighbourhood consultation for the construction of a single-storey extension to the rear -**No action required**
- c) **MC/22/0695 Plot 6 Land West of Merryboys Farm House, Cooling Common Cliffe Woods ME3 7TP**
Details pursuant to conditions 3 (materials) and 10 (electric charging) – No comments
- d) **MC22/0904 Plot 6 Land West of Merryboys Farm House, Cooling Common, Cliffe Woods, ME3 7TP**
Details pursuant to conditions 5 (landscaping), and 15 (ecological enhancement) – **No comments**
- e) **MC/22/0874 Buddy's View, Plot 1, Perry Hill, Cliffe Rochester Medway ME3 7TX**
Details pursuant to conditions 6 (soft/hard landscaping), and 7 (foul/surface water) – **no comments**
- f) **MC/22/0892 4 Chesterton Road, Cliffe Rochester Medway ME3 7QX**
Lawful Development Certificate for construction of a two-storey/single-storey rear extension – demolition of existing conservatory – **No comments to make**, Refused by Medway Council the enlarged part of the dwellinghouse would have a single storey and extend beyond the rear wall of the original dwellinghouse by more than 4 metres.
- g) **62 Milton Avenue, Cliffe Woods Rochester Medway ME3 8TX**
Construction of a two-storey/single-storey extension top side; new front porch and enlargement of driveway to front -demolition of garage to side.
No objection – but possible concerning the on vehicular access.
- h) **MC/22/0946 Land at Town Road, Cliffe Woods Rochester Medway ME3 8JL**

Details pursuant to conditions 9 (tree protection plan) and 27 (surface water parts (ii) and (iii) of MC/19/0297 No comments required but representations made on construction access and highways works.

i) MC/21/0165 Waterlane House 4 View Road Cliffe Woods Rochester Medway ME3 8JQ

Construction of a detached dwelling with associated parking

Application was recommended for approval at the Medway Planning Committee, but errors in the officer's report have been pointed out the ward councillors and the Planning manager.

11.3 Further Planning Applications Received since date of Planning Committee for decision or referral to Planning Committee

a) tba

11.4 **Other Planning Issues :**

a) **Trenport Land Cliffe – Initial Outline Planning application for ACCESS** (all other matters reserved for future submission when details will be available) see MC/22/0254.

b) **MC/21/1287 Redrow(Gladmans) site West of Town Road** – application approved by Medway Council. Development progressing, with highways and site issues being raised with Medway Council.

c) **Esquire- MC/21/1694 (Orchard) South of View Road** – No further information or date for a decision. Concerns raised by statutory consultees regarding the Chattenden Woods SSSI which directly borders the site,

d) **Draft Medway Local Plan** – awaiting an update as the publication of Draft, and Public Consultation will be further delayed to at least **June/July 2022** with a possibility of regressing to the previous consultation stage if Medway Councillors want a significant change to the proposals.

12.0 **Cliffe and Cliffe Woods Neighbourhood Plan**

Medway Council is conducting a consultation on our Draft Version. After the consultation is complete the Steering Group/Parish Council will need to consider any amendments before submitting them to a Planning Inspector and then the Steering Group/Parish Council will need to consider the inspector's comments and then proceed to a Referendum. If approved by a majority, it becomes Planning Policy for our area and is considered when future planning applications are submitted.

13.0 **Report: Other Committees**

13.1 Footpaths and Common Land – General Report – Cllr Cooper.

13.2 Youth Liaison – General Report - Cliffe Woods – Cllrs McLeod (Chair), Wyatt, Fribbins & Dolley (Clerks)
The committee has not met.

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. previous annual meeting held 29/9/21.

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 Events - Platinum Jubilee Progress Reports – Cliffe (Cllr Darwell), Cliffe Woods (Di Harper (Cllr Harper))

15.0 Other Reports

**Other items to be handed to the Clerk for the next meeting on
16th June at 7:30pm in the Small Hall, Church Street, Cliffe.**