



# 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 10th Feb 2022, at 19:30 in Small Hall, Memorial Hall, Church Street, Cliffe.**

*All attendees are reminded that face coverings are not required by law in indoor public places including Community Centres/Village Halls but are recommended.*

## 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. Technically not part of the parish council meeting.
- 5.0 **Approval of Minutes of Meeting held on 13/1/22**
- 6.0 **Matters Arising from Minutes of Meeting held on 13/1/22**
- 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 4<sup>th</sup> January 2022 in St Helens House Cliffe**
    - a. To note financial reports (to 31<sup>st</sup> January)
    - b. To agree Payments and note Receipts as necessary
    - c. To agree recommendations from F&GP
      - i. Cliffe Woods PTA – Donation of £500 in memory of the teacher Mr Allen towards an outdoor classroom facility, recommend Cllr Dibble, seconded Cllr Walton – AGREED.
    - d. Grant application awaited from :  
Guides/Brownies/Rainbows in Cliffe Woods towards their running costs.  
Cliffe Scout Group towards provision of litter picking equipment for their groups.
- 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 January 27 2022, Meeting attended by FH (Chair), SM, AC, CF (Clerk PO)
    - a) **MC/22/0050 24 New Road Cliffe Rochester Medway ME3 7SL** - Construction of a single storey extension to rear, installation of two small side windows to ground floor and changing the existing front porch from flat roofed to pitched. Construction of dormer to rear with Juliet balcony for the conversion of loft to a habitable space - demolition of existing rear conservatory. No objection, but

clarity being sought about the use of a study in place of bedroom and impact on car parking requirements.

- b) **MC/22/0100 Bell Farm House Cooling Street Cliffe Rochester Medway ME3 7UB** - Construction of a replacement garage with attached tool store - demolition of existing double garage - No objection, but request a condition preventing conversion to residential without a further planning application.
- c) **MC/22/0163 Triest Ladyclose Avenue Cliffe Woods Rochester Medway ME3 8JL** - Construction of a single storey extension and roof lantern to rear . No objection
- d) **MC/22/0004 4 Reedham Crescent Cliffe Woods Rochester Medway ME3 8HT** - Installation of first floor window to front to facilitate the division of existing front bedroom into 2 bedrooms. No objection

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

- a) **MC/22/0190 Graceland Symonds Road Cliffe Rochester Medway ME3 7SY** - Construction of a single storey front/side/rear extension incorporating rooms in roof space together with an extension to the existing front and rear dormers - demolition of garage and chimney stack.
- b) **MC/22/0201 63 Brewer Road Cliffe Woods Rochester Medway ME3 8HY**, Construction of replacement porch to front.

11.3 **Other Planning Issues :**

- a) **Trenport Land Cliffe – The Planning Application has now been submitted** but awaiting actual details when validated by Medway Council.
- 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/46 Affordable, 184 Total (was up to 225), 3 Storey reduced to 2.5, no pedestrian access through Ladyclose/Mortimers. Informal meeting arranged by Medway Strood Rural Councillors, held with Planning Officer at Gun Wharf 1<sup>st</sup> February, ClerkPO reported back.
- d) **Esquire- MC/21/1694 (Orchard) South of View Road** – No further information or date for decision.
- e) **Draft Medway Local Plan** – awaiting an update as the publication of Draft and Public Consultation will be further delayed to April 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 have agreed their timetable for progressing the plan (It was submitted on 1st September 2021) – to their cabinet on 8<sup>th</sup> March, if agreed 18<sup>th</sup> March for public consultation.

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)

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 Events - Platinum Jubilee – Cliffe (Cllr Darwell), Cliffe Woods (Cllr Walton)

15.0 Other Reports

**Other items to be handed to the Clerk for the next meeting on 10<sup>th</sup> March at 7:30pm in the Emmanuel Centre, Parkside, Cliffe Woods.**