



Cliffe and Cliffe Woods Parish Council

17 Graveney Close, Cliffe Woods, Rochester, Kent ME3 8LB

☎ 01634 566166
✉ clerk@cliffeandcliffewoods-pc.gov.uk

Mrs Alex Jack, Clerk/PO and Mrs Helen Symmons, 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 20th November 2025, 7.30 pm at the Emmanuel Centre, 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.

Public Participation Members of the public can put questions to the Parish Council and raise issues, (30 minutes max, limit of 10 minutes per person).
- 3.0 **Co-option – Currently two vacancies for Cliffe Woods Ward**
- 4.0 **Approval of Minutes of Meeting held on 16/10/2025**
- 5.0 **Report: Clerk**
- 6.0 **Report: Chair (Cllr B Dibble)**
- 7.0 **Report: Finance & General Purposes (Cllr R Wyatt/Clerk/RFO)**
The F&GP committee met on 11/11/2025 and was attended by Cllrs. R Wyatt (Chair), J Darwell, B Dibble, H Johnson, J Wenban, Clerk/PO & Clerk/RFO. Minutes attached.
 - a) To be agreed by full Council:
 - i) Bank Reconciliation for September 2025
 - ii) Receipts and Payments for October 2025
 - iii) Norse quote for Cliffe Woods car park £660
 - iv) AP Trees quote for tree works £5190
 - v) Grant funding of £250 to wHoo Cares for Christmas Day dinners (LGA Section 137)
 - vi) Tree replanting in Cliffe, 6 trees at c£300 each
 - vii) Cllr H Johnson to join F&GP Committee and to represent Council at Police Liaison meetings.
 - b) Other items of note (no decisions required):
 - i) Norse asset maintenance to continue to April 2026
 - ii) Safeplay annual play areas inspection confirmed
 - iii) Draft budget 2026-2027 reviewed and noted
 - iv) Assistant Clerk vacancy to be advertised with KALC (subject to cost)
- 8.0 **Report: Planning Committee (Cllr C Fribbins)**
The planning committee meeting on 30/10/2025 was cancelled.
- 8.1 **Applications received:**
 - a) **Gleeson pre planning consultation for Land South of Higham Road, Cliffe – 95 new homes**
- 8.2 **Ongoing developments/issues:**
 - a) **Trenport – 250 dwellings, Land to the East & West of Church St, Cliffe –** No meeting arranged, nothing further.
 - b) **S106 Sporting facilities in Cliffe Woods –** Awaiting response from Medway Council re decision on use of funding for sports facilities in Cliffe Woods.

- c) **Redrow 1** – Letters sent to residents and to Parish Council re tree removal and added to our website and social media.
- d) **Homes England proposal for former Chattenden Barracks** - Pre planning consultation exhibition held 26/2 attended by Planning Chair. Agreed to monitor development. Further online consultation planned.
- e) **Medway Local Plan 2014** – Reg. 19 Consultation. New site erroneously described as SR4 150 dwellings North Little Church Rd, west of Town Rd, Cliffe Woods. Land 'extends' Redrow site up to Lillechurch Rd).
- f) **One way system between Cliffe and Cliffe Woods and Higham**, this is a Gravesham proposal to introduce one-way system around Higham and Cliffe Woods (Gore Green Rd towards Higham only and Lower Rochester Rd away from Higham to B2000/Town Rd). It is linked to an expansion of activities at Hoo Junction/Canal Rd. No formal consultation with the parish, no further details or comments raised, to be monitored.
- g) **Development site at bottom of B2000/Lower Rochester Rd (Frindsbury Extra Parish)**
The outline/access only application has now been submitted. The views of the Parish Council are known - the highways impact on the A289 Wainscott Bypass (from and to London) exacerbate an already heavily congested junction in the morning and evening peak as well as Hollywood Lane/Brompton Farm Rd and especially the Four Elms Roundabout (primary access for our residents to the Hoo Peninsula and Medway Tunnel).

- 9.0 **Cliffe Woods Car Park Resurfacing Project** (Cllrs. C Fribbins, F Harper) – further volunteers required to form Working Party.
- 10.0 **Report: Council Assets** – includes Allotments, Play Areas, Changing Rooms, Bus Shelter, Car Park and Buttway (Cllrs. P Clements, R Wyatt, Clerk/PO)
- 11.0 **Report: Other Committees/Panel**
 - 11.1 Footpaths and Common Land (Cllr R Wyatt)
 - 11.2 Personnel Panel (Cllrs. V Walton, J Wenban, R Wyatt)
 - 11.3 Social and Digital Media (Cllrs. D Bishop, C Fribbins)
- 12.0 **Report: Other Bodies**
 - 12.1 Cliffe and Cliffe Woods Community Trust (Cllrs. D Bishop, C Fribbins, K Kentell, V Walton)
 - 12.2 Cliffe Woods Community Association (Cllr V Walton)
 - 12.3 Cliffe Memorial Hall (Cllr J Darwell)
 - 12.4 Brett's Liaison (Cllrs. J Darwell, C Fribbins, K Kentell, R Letheren, S McDermid, J Wenban)
 - 12.5 Rural Liaison Committee (Cllr R Wyatt)
 - 12.6 Kent Association of Local Council (KALC) (Medway) (Cllr K Kentell)
 - 12.7 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott) (Cllr S McDermid)
 - 12.8 Events
- 13.0 **Other Reports** – to be handed to the Clerk for next meeting 15/01/2026 at Emmanuel Centre, Cliffe Woods.

Alex Jack, Clerk/PO, 13/11/2025