

**MINUTES OF THE MEETING OF
HOO ST WERBURGH PARISH COUNCIL
Held on Thursday 4th September 2008 at 7.30pm
at the Red Cross Hall, Stoke Road, Hoo St Werburgh.**

Present: Councillors	Mr Pearce	Mrs Pratt
	Mrs Hipsey	Miss Simpson
	Mrs Rees	Mr Andrews
	Mrs Counsell	Mrs Bamber
	Mrs Gatfield	Mr Flack
	Mrs Chambers	Mr Reeves

Also present: Mrs Babington (Clerk), and a member of the public.

1. Apologies.

Apologies were received from Councillors Bloomfield and Grewcock.

2. Councillor Mike Singleton.

The Chairman paid tribute to Parish Councillor Mike Singleton who passed away on 14th August. He informed members that he had been a parish councillor since 1991 and spoke of his role within the local community; he stated that he would be sadly missed by the Parish Council.

3. Declaration of Interests.

Cllr Andrews – Planning and Medway Yacht Club.

Cllr Hipsey – Allotments.

Cllr Reeves – planning application MC08/1226.

Cllr Bamber – Planning matters.

4. Minutes of the previous meeting.

It was resolved to accept the minutes as a true record, (Andrews/Bamber) these were then signed and dated by the Chairman.

5. Matters arising from the Minutes.

Garaging of Parish Council Van – The Chairman stated that this matter was being progressed and the garage that the PC had let from MHS was being queried as its equipment had been removed and the garage re-let by MHS. The Chairman stated that he was in the process of trying to establish the whereabouts of the equipment.

Other garaging options for the PC van was discussed. Councillor Reeves spoke regarding a garage at Hundred of Hoo School and suggested that they were approached regarding the possibility of hiring this to the PC. The Chairman asked him if he would look into this on behalf of the PC.

Action: Councillor Reeves to progress.

Councillor Reeves also spoke regarding the hearing loop for the Red Cross Hall and the land at Main Road.

The Chairman reported that he had inspected the notice board at Marina Park and stated that he would seek quotations for a new board.

Action: Chairman to seek quotations.

Councillor Pratt was asked to ascertain whether it was possible for the new notice board to be erected on a wall.

Action: Councillor Pratt to report back to the next meeting.

6. Urgent Matters

Councillor Chambers informed the meeting that there was not a litterbin in the library area car park. The Chairman asked the Clerk to fetch this to the attention of Medway Council and ask for a litterbin to be installed.

Action: Clerk to write to Medway Council.

7. Chairman's Report.

The Chairman gave his report to the meeting.

He informed the meeting that Councillor Simpson had responded to a Southern Water questionnaire in behalf of the Parish Council and he thanked her for her work on this.

It was noted that Southern Water had again undertaking work at the top of Bells Lane. Members expressed concern regarding the number of times that they had dug up this area of the road without solving the water problems. It was suggested that the Clerk should write to Southern Water to seek an explanation as to why the work was being undertaken.

Action: Clerk to write to Southern Water.

8. Clerks Report.

The Clerks report was noted by all present.

Seating at Hoo Common – Members discussed the email received from a resident asking for the missing bench at Hoo Common to be replaced. Councillor Reeves spoke in favour of this request.

The Chairman informed members that the previous bench had been vandalised and removed. Councillor Bamber suggested that this type of project would be covered under the Ward Councillors Budget. It was agreed that Councillor Pearce looks into this matter and seek costings for the replacement of the bench.

Action: Councillor Pearce to progress.

Members considered a request from John Lawson's Circus to hire Pottery Road Recreation Ground for three days in April 2009. This was provisionally approved however members agreed that as the ball park was now in place this could affect the usual location of the circus therefore a site meeting should be held to discuss matters before formal agreement.

The hire fees of Pottery Road Recreation Ground was also considered and it was proposed that these should be increased from £60 per day to £90 per day, the proposal was made by Councillor Bamber, seconded by Councillor Chambers and agreed by all present.

Action: Clerk to respond to request from circus.

Action: Clerk to amend hire form for Recreation Ground.

9. i) Financial Matters.

It was resolved to accept the financial statement. (Rees/Pratt)

The Chairman asked members to agree an additional cheque for the ballpark in the sum of £44978.40 (ex. vat) this was proposed by Councillor Hipsey, seconded by Councillor Pratt and agreed by all present.

Action: Additional cheque to be raised as agreed.

10. Public Question Time.

Mrs Perfect attended the meeting and spoke regarding the Church Yard and The Brook.

The Chairman updated members on these issues and informed all present that the situation regarding the churchyard was in the hands of Medway Council. He asked the Clerk to write to Medway Council to try to ascertain what progress if any had been made.

Action: Clerk to write to Medway Council.

11. Parish Councillor and Vice Chairman Vacancy.

The Chairman informed members that these were issues that needed to be dealt with a future meeting. He suggested that this item should be deferred until the next meeting. This was agreed by all present.

Action: Clerk to place on next agenda.

12. Police Matters.

Councillor Gatfield reported on police matters.

13. Planning Matters.

MC/2008/1203 25 Bells Lane, Hoo – no objections.
New garage.

MC/2008/1183 Medway Yacht Club, Lower Upnor – no objections.
Extension to the existing pontoon and jetty head in the River Medway by approximately 20.0 meters riverward to a water depth of .20m Chart Datum.

MC/2008/1177 20 St Werburgh Crescent, Hoo – no objections.
Conservatory type porch to front of house.

MC/2008/1386 Berry Court Woods. Lodge Hill Lane, Chattenden – comments re footpath.
Use land for a field archery course with facilities for storage, club area, wc and parking.

MC/2008/1390 66 Stoke Road, Hoo – objections re over intensification of site.
Proposed extension and alterations, and the redevelopment of the site to provide two new four bedroom residential semi-detached dwellings.

14. Ball Park, Pottery Road.

The Chairman reported on the progress of the ballpark. He stated that as it was now practically completed consideration should be given to its official opening. The date for this was suggested as being Monday 27th October 2008.

He also spoke regarding the new play area and informed members that this was due to be completed in November 2008.

15. Allotment Rules.

The Chairman referred to the draft allotment rules that had been circulated to all members for consideration. He thanked Councillors Gatfield and Grewcock for undertaking these.

Councillor Andrews spoke regarding the allotment rules and suggested that these should be issued to all allotment holders in December 2008.

The Chairman proposed that a Finance and General Purposes Meeting should be arranged to discuss and finalise the allotment rules and fetch these to the next meeting with a recommendation for the Parish Council. This was agreed by all present.

Action: Clerk to arrange a date for the F&GP Committee Meeting.

A letter from an allotment holder was brought to the attention of the Parish Council. The letter raised concerns about some trees planted on an allotment plot, which were over-grown and over-hanging onto adjacent allotment plots. This was discussed and agreed that a letter be sent to the allotment holder asking for the trees to be cut back.

Action: Clerk to write to allotment holder as agreed.

16. Hoo Partnership.

The Chairman reported on the activities of the Hoo Partnership.

It was agreed that a grant application for a new notice board at Hoo Marina Park should be progressed.

17. Bus Shelters.

The Chairman reported that this item had been actioned.

18. Reports from Ward Councillors.

Councillor Bamber gave her report to the meeting.

19. Urgent Items (referred from item 5.)

Councillor Hipsey reported on a problem with a litterbin. Councillor Bamber stated that she would action this tem.

Action: Councillor Bamber to progress.

20. Date of next meeting

Thursday 2nd October 2008.

There being no other business to discuss the Chairman declared the meeting closed to the press and public at 9.35pm.

***Signed.....
Chairman***

Dated.....