

**The Minutes of the Meeting of Hoo Saint Werburgh Parish Council**  
**Held in the Village Hall, Pottery Road, Hoo on Thursday 2nd June 2016 at 7.30pm.**

***Councillors present: Andrews  
Chambers  
Counsell  
Gatfield  
Pearce  
Perfect  
Rees  
Sands  
Shepperd  
Tildesley  
Williams***

***Also: Parish Clerk and members of the public.***

***The meeting was chaired by Councillor Tildesley.***

**1. Apologies.**

Apologies were received Cllr Singleton, Hipsey and Pratt.

**2. Declaration of Interests.**

No interests were declared

**3. Minutes of the previous meeting.**

The Minutes of the previous meeting were circulated to all present. It was proposed by Cllr Pearce to accept these as a true record, subject to a minor amendment, this was seconded by Cllr Gatfield and agreed by all present.

The approved Minutes were then signed and dated by the Chairman.

**4. Matters arising from the Minutes.**

Cllr Gatfield reported that she had reported the problem with youths using catapults to damage street lights to the police.

**5. Urgent Matters.**

Cllr Chambers raised concerns regarding the living conditions of the fruit packers at a local farm. The Clerk was asked to raise this matter with Medway Council.

***Action: Clerk to progress.***

**6. Parish Councillor Vacancy.**

The Clerk informed members that a Councillor vacancy had been advertised by displaying the first statutory notice.

**7. Chairman's Report.**

No matters were reported.

**8. Clerks Report.**

The Clerks Report was noted and accepted by members.

Request from Woodpeckers Football Team for shared water supply - Members discussed a letter from the Woodpeckers Football Team asking if they could link into the Parish Councils water supply at the allotments. The Clerk circulated a report and it was agreed that the football team should liaise with Southern Water regarding an independent water supply.

**9. Police Report.**

Cllr Gatfield reported that the Peninsula Team had undertaken speed checks in the area and several drivers were given speeding fines within a two day period.

**10. Public Question Time.**

Reverend John Smith attended the meeting and raised concerns regarding the amount of Japanese knotweed currently growing near the village centre. The Clerk was asked to report this to Medway Council.

***Action: Clerk to progress.***

A member of the public attend the meeting to raise concerns regarding the condition of the churchyard, she stated that the church was struggling to keep this cut. It was suggested that the church submit a grant application to the Parish Council to seek financial subsistence with the grant cutting costs.

Cllr Perfect spoke regarding the sheltered housing within the area and stated that people with assisted living when now housed in The Chimes development. Cllr Sands stated that it had always been the case with MHS Homes.

**11. Financial Statement.**

The Financial Statement was circulated to all members.

It was agreed to add an additional check for £11,139.07 to the financial statement for the work undertaken at Kingshill Recreation Ground.

The financial statement was then proposed by Cllr Counsell , seconded by Cllr Rees and agreed by all present.

The approved cheques were then signed by two authorised signatories.

**12. Land for use as a Burial-Ground.**

Cllr Rees spoke regarding the planning consent for the land for use as a burial-ground. She reported on the conditions imposed on this and stated that she was currently in the process of trying to discharge the condition regarding the oak tree.

She stated that she had been in contact with Medway Council regarding these and was currently discussing the landscaping plans.

Reverend John Smith informed members that the spaces in the current churchyard had decreased and it would be good to have the new site.

### **13. Planning Matters.**

Cllr Sands spoke regarding the Scoping Report for Stoke Road and stated that the PC Planning Committee had met to discuss this. He spoke regarding the flooding issues relating to the land and the problems that this would encounter. He informed members that a planning application would be submitted to Medway Council in the near future.

**MC/16/2028      3 BELUNCLE VILLAS, STOKE ROAD, HOO ST WERBURGH, ROCHESTER, ME3 9LU**  
Construction of a single storey extension to rear

**MC/16/2033      221 KNIGHTS ROAD, HOO ST WERBURGH, ROCHESTER, ME3 9JN**  
Construction of a single storey rear extension (demolition of existing conservatory)

**MC/16/2281      Buttercrook Wharf (Saga Fashions), Vicarage Lane, Hoo St Werburgh, ROCHESTER, ME3 9LQ**  
Variation of conditions 2(c)(painting of extension walls and roof), (d)(resurfacing of car park and drainage works) & (h)(landscaping), 6 (painting of the building) and 11 (implementation of the landscaping) MC/15/3106 to allow a delay in the planting of the agreed landscaping scheme to be completed by 1 December 2016; replacement of tarmac with concrete to resurface the existing car park; and recladding of walls and painting of roof of building

*Cllr Sands stated that the Planning Committee felt that the Parish Council should object to this application as the developers should be made to adhere to their original conditions of planning. This was agreed by all present.*

***Action: Clerk to submit objection to application.***

Cllr Sands spoke regarding potential development in the parish and the need for facts to be ascertained ahead of applications being submitted.

He suggested that the Parish Council liaise with the local schools and invite them to attend a meeting of the Parish Council. He also suggested that the PC liaise with doctors surgeries to establish the current situation regarding their ability to take on additional patients.

***Action: Clerk to invite head teachers to attend next PC meeting.***

### **14. Parish Council Noticeboards.**

The Chairman informed members that he had now obtained keys for the noticeboards and it was agreed that Cllr Perfect would keep the Village Centre boards updated.

Members discussed the need for a Parish Council and a community noticeboard and it was agreed that this would be discussed at a future meeting.

Cllr Pearce informed members that the noticeboard at Chattenden Community Centre had been moved from its current location and the Clerk was asked to establish where this had been moved to.

***Action: Clerk to progress.***

**15. Parish Council Website.**

The Clerk informed members that this matter was currently being progressed.

**16. Allotments.**

Cllr Perfect reported that an allotment inspection had been undertaken and the allotments were progressing well.

She informed members that the dangerous poles on the perimeter of the allotment had now been removed and West Sole Fencing were progressing the repairs to the fence.

**17. Provision of All Inclusive Play Equipment.**

Cllr Sands informed members that this matter was now being progressed.

**18. The Brook.**

The Chairman reported that members had agreed the quotation for the first stage of the work to reinstate the footpath by the Brook at the last meeting and he had now received a revised quotation to include the remainder of this work.

He informed members that a revised quotation to incorporate the reinstatement of the remaining length of the footpath was for the sum of £4575.00.

He explained how the footpath would be reinstated and why this method would be effective and environmentally friendly.

This was discussed and it was agreed that the quotation should be accepted. (Williams/Rees).

He stated that the Hoo Institute had approved to finance their part of the Brook footpath.

He informed members that he would arrange to meet with Priscilla Mumby of Medway Council in the near future to discuss this further.

**19. Tree Planting at Kingshill Recreation Ground.**

Cllr Pearce spoke regarding the proposed tree planting project at Kingshill Recreation Ground.

He circulated plans for the proposed planting identifying the location which needed to be agreed in order for him to submit an application for the trees.

Cllr Sands spoke in support of the project and this was discussed by members. It was agreed that the scheme should be progressed based on the proposals put forward by Cllr Pearce.

***Action: Cllr Pearce to progress.***

**20. Queens Official Birthday.**

Cllr Sands informed members that the Queens 90th Birthday Celebrations had been arranged in conjunction with Hoo Primary School. He stated that the Parish Council had purchased mugs for all children attending the school and the event would take place on Friday, 10 June at 1:45 PM. He confirmed that all members were invited to attend.

**21. Recreation Grounds.**

Kingshill Recreation Ground refurbishment – Cllr Williams reported that the goal area had been completed and would be inspected this week.

He stated that Safeplay would commence the play equipment improvements within the next week.

Pottery Road Recreation Ground – The Chairman reported that is it quiet had now been repaired and was in full working order.

He spoke regarding a problem with overgrown trees and vegetation to the rear of properties adjacent to the recreation ground. He stated that he had inspected this with Cllr Williams and suggested that the Warden was asked to clear the overgrown vegetation. This was agreed by members.

It was reported that two of the footpath on the recreation ground where in need of repair as they were cracking. The Chairman stated that the work was not essential, however he suggested that the Parish Council seek quotations in order to establish the cost of the repairs. This was a agreed by all present.

***Action: Quotations to be sought for repairs to footpath.***

Cllr Sands spoke regarding the footpath at the recreation ground and stated that this was used by children crossing from the primary school and he asked if the Parish Council could consider having this extended to meet the existing footpath. This was discussed and it was agreed to incorporate this into the work when seeking quotations for the footpath's at the recreation ground.

***Action: Quotations to be sought for extension to footpath.***

**22. Ward Councillors Report.**

No matters were reported.

**23. Urgent Items.**

No matters were raised.

**24. Date of next meeting.**

7th July 2016.

***There being no further business to discuss, the Chairman closed the meeting at 9.10pm.***

Signed.....

Chairman

Dated.....