

The Minutes of the Meeting of Hoo Saint Werburgh Parish Council
Held in the Village Hall, Pottery Road, Hoo on Thursday 2nd March 2017 at 7.30pm.

***Councillors present: Chambers
Counsell
Gatfield
Hipsey
Rees
Pearce
Perfect
Pratt
Sands
Savage
Tildesley
Williams***

Also: Parish Clerk, Ward Councillor Roy Freshwater, and members of the public.

The meeting was chaired by Councillor Tildesley.

1. Apologies.

Apologies were received From Cllrs Singleton, Shepperd and Andrews.

2. Declaration of Interests.

Cllrs Gatfield and Pratt declared an interest in the agenda item for the Village Hall.

Cllr Perfect declared an interest in the allotments footpath.

3. Minutes of the previous meeting.

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

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

4. Matters arising from the Minutes.

There were no matters arising.

5. Urgent Matters.

No urgent matters were raised.

6. Chairman's Report.

The Chairman reported on the recent KALC Area Committee meeting that he had attended. He stated that this meeting was attended by representatives from parish councils on the Peninsula and he confirmed that each parish was submitting their own representations on the Local Plan.

Cllr Tildesley reported that the Brook had been vandalised, 30 wooden stakes had been thrown into it and he and the Warden had removed these.

He reported that the turf laid along the new reinstated footpath adjacent to the allotments had been stolen and he would liaise with the Contractor regarding the options for the reinstatement of this.

Action: Cllr Tildesley to progress

7. Clerks Report.

The Clerks Report was noted and accepted by members.

Request to hire Pottery Road Recreation Ground from John Lawsons Circus.

Members considered a request to hire Pottery Road Recreation Ground for a circus at the end of April.

This was approved by all present.

Action: Clerk to liaise with John Lawsons Circus.

8. Police Report.

Cllr Gatfield reported on police matters.

Cllr Sands reported that a breaking had taken place at the Tarmac site and £20,000 worth of equipment had been stolen. He stated that this had been reported to the police.

Cllr Perfect reported that there had been incidents of bricks being thrown through house windows in Bells Lane and this had also been reported to the police.

9. Public Question Time.

A resident attended the meeting to request the reinstatement of the no parking signs at the entrance of the Pottery Road Recreation Ground access road. She stated that there was now extensive parking on the verges of the access road causing an obstruction. She raised concerns that there were services under the access road that was in danger of being damaged and there was now pot holes along this route causing further issues.

Cllr Rees spoke regarding the ownership of the access road and stated that she would check to see whether the Parish Council owned the grass verges adjacent to the access road.

The Chairman stated that there were originally signs in this area, however these had now gone. He stated that when ownership was established and if this was the responsibility of the PC then this would be actioned accordingly. This was agreed by members (Perfect/Rees).

Action: Clerk/Chairman/Cllr Rees to action.

Councillor Freshwater spoke regarding the Local Plan and urged all residents to make individual representations to Medway Council during the current consultation period. He stated that the deadline for comments had now been extended to 10th April 2017.

It was reported that there were bogus waterboard officials operating in the area at present and residents were urged to be aware and always ask for official ID.

10. Financial Statement.

The Financial Statement was circulated to all members.

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

The approved cheques were then signed by two authorised signatories.

Tesco Grant – Cllr Sands reported that the final instalment of the Tesco Grant had been requested no was due to be paid to the Parish Council in the near future.

The Clerk reported that the Parish Council had received notice that the Cooperative Investment Account was due to be withdrawn and it was agreed by members that this should be transferred into the PC Deposit Account until further investment options could be explored.

Action: Clerk to action.

11. Finance and General Purposes Committee Meeting.

The Chairman informed members that a Finance and General Purposes Committee meeting had been held to discuss the following items;

- 1. Parking in Hoo.***
- 2. Review of PC Policies.***
- 3. Parish Councillors Handbook.***
- 4. Operation London Bridge.***
- 5. Stoke Road Public Conveniences.***

The minutes of this meeting were circulated to all present and approved (Williams/Savage). The Chairman asked members to consider the recommendations of the Finance and General Purposes Committee when considering the relevant agenda items.

He reported that the Parish Councillor Handbook was being progressed by the Clerk and would be circulated for approval at a future meeting.

12. Parish Council Policy Review.

The Parish Councils Policies were circulated to all members with a recommendation from the Finance and General Purposes Committee for approval.

It was proposed by Cllr Rees to adopt the reviewed Policies, this was seconded by Cllr Gatfield and agreed by all present.

Councillors thanked the Clerk for her work on this matter.

13. Parking in Hoo.

The Chairman spoke regarding the parking problems in Hoo and stated that Medway Councillor Roy Freshwater had arranged a meeting with Parish Councillors and Medway Council Officers to discuss and review the parking in the Parish.

He stated that Councillor Freshwater had drafted a detailed report which had been discussed at the Finance and General Purposes Meeting. The report suggested that the Parish Council paid for Medway Council to enforce the village for a set period, to establish the need for enforcement of the area and to make residents aware of the dangers of parking illegally within the parish.

It also suggested that following the period of enforcement, the Parish Council could then consider buying in regular enforcement of the parish and Medway Council Officers had stated that they may pass some of their enforcement income to the PC.

The Chairman reported that the Clerk had sought advice from KALC and stated that although it was possible for the Parish Council to buy in the services from Medway Council, this would mean that the PC was paying for the principle authority to undertake a duty that it was statutory obligated to do, and this would set a poor precedent to the Parish and all other parishes in Medway.

He referred to the report from the F&GP Committee meeting and stated that the recommendation from this meeting was to write to Medway Council to demand the enforcement of parking within the parish.

This was discussed and agreed by members.

Action: Clerk to write to Medway Council.

Cllr Savage reported on the need for Safe Crossing outside of the Hundred of Hoo Academy and informed members that she was due to have a site meeting with the School Governors and Medway Councillors Officers on 28th March 2017 and would report on this at the next PC meeting.

14. Village Hall.

The Chairman informed members that this matter was being progressed by the Village Hall Liaison Group.

15. Land for use as a Burial-Ground.

Cllr Rees reported that the proposals to discharge the planning conditions for the burial ground had been approved by Medway Council and the PC now had full planning permission to progress with the burial ground.

She reported that she and the Chairman had held a meeting with Andrew Brice to discuss the landscaping work on the burial ground and he had offered to undertake the work for free. She reported that where possible the self-seeded saplings would be replanted.

This was discussed and it was agreed that the Clerk should email Mr Brice to give him permission to undertake the work for the Parish Council.

Action: Clerk to email Mr Brice.

Cllr Rees reported that she had submitted an application to the Woodland Trust for trees and this had been acknowledged and would be determined later in the year.

She confirmed that the application for work on the existing tree in the burial ground had been agreed.

The Chairman thanked Cllr Rees for her work on this project.

16. Planning Matters.

MC/17/0382 NATIONAL GRID PROPERTY HOLDINGS, GRAIN ROAD, ISLE OF GRAIN, ROCHESTER
 Details pursuant to conditions 5 and 54 on planning permission MC/09/1628 -
 Outline planning application for the development of up to 464,685 square metres of
 built employment floorspace for (Use Classes B1(c), B2 and B8 - including open
 storage), and up to 245 square metres of floorspace for a business park
 management centre (Class B1(a) and retail unit(s) (Classes A1, A3 and A5), with
 associated infrastructure, landscaping, car parking and access.
 No Objections were raised by the PC.

Local Plan

Cllr Sands spoke regarding the Local Plan and reiterated the importance of residents responding to the consultation. He spoke regarding development in the parish, the areas identified in the Local Plan and the need to try to preserve the village from overdevelopment.

17. Stoke Road Public Conveniences.

The Chairman referred to correspondence from Medway Council circulated to all members regarding the proposed closure of the Stoke Road Public Conveniences, and the offer to pass the responsibility of these over to the Parish Council.

This was discussed and Cllr Rees questioned whether the Public Conveniences were needed in the Parish.

Following a discussion, it was agreed that the Public Conveniences were an asset for the local community.

It was noted that there were still questions that should be raised with Medway Council before the Parish Council could make an informed decision on this matter. It was therefore agreed that the Clerk should raise the issues of insurance, value, liability etc. with Medway Council in order to obtain all of the relevant information to enable this matter to be fairly debated.

It was proposed by Cllr Williams that this matter was referred to the Finance and General Purposes Committee for further investigation when the outstanding information was available. This was seconded by Cllr Tildesley and agreed by all present.

Action: Clerk to action.

18. Lionel and Elsie Pearce Memorial.

The Chairman stated that this matter was now being progressed by the church.

19. Allotments.

Cllr Perfect reported that the footpath adjacent to the allotments was currently flooding. She stated that this was now dangerous and action was needed to lower and resurface the footpath to allow the water to drain into the Brook.

This was discussed and it was agreed that the Chairman and Vice Chairman would seek quotations for this work. This was proposed by Cllr Rees, seconded by Cllr Gatfield and agreed by all present.

Action: Chairman to progress.

20. Recreation Grounds.

Kingshill Recreation Ground.

Cllr Williams reported that the annual safety inspections of the play equipment had now been carried out and the report had been issued. He stated that he was in the process of seeking quotations for the items identified as in need of maintenance work.

He informed members that the tarmac surfacing was also breaking up and quotations would also be sought for this.

Action: Cllr Williams to progress.

Pottery Road Recreation Ground

The Chairman reported that the Parish Warden had been working on the clearance of the bushes at the recreation ground to open this up.

He thanked the Warden for the good standard of work.

Hoo Common

The Chairman reported that he had reported a fallen tree to Medway Council and they were due to attend the site to clear this.

21. Ward Councillors Report.

Ward Councillor Roy Freshwater gave his report to the meeting.

He reported that a public meeting had been held to discuss the proposed development in the area and a list of concerns had been raised with Medway Council.

He stated that it would appear that smaller plots were being put forward for development in order to avoid Section 106 payments to Medway Council.

He reported that a site meeting was being progressed to discuss the poor condition of the Bridleway at Bells Lane.

22. Urgent Items.

No matters were raised.

23. Date of next meeting.

6th April 2017.

There being no further business to discuss, the Chairman closed the meeting to the press and public at 8.45pm.

Signed.....

Chairman

Dated.....