



Hoo Saint Werburgh and Chattenden Parish Council

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To all Members of the Parish Council.

Notice is hereby given, that the next Meeting of the Parish Council is to be held on Thursday 3rd April 2025 at 7.00pm at Hoo Village Hall, Members are hereby summonsed to attend.

Legislation allows for meetings to be recorded by anyone in attendance. Persons intending to record the meeting should disclose this to the Clerk at the start of the meeting.

1. Apologies.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

2. Declaration of Interest.

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

To consider any Dispensation requests received by the Parish Clerk and not previously considered.

3. Approval of the minutes of the previous meeting.

To consider the minutes of the previous meeting and if in order sign as a true record.

4. Matters arising from the Minutes.

Your request for new salt bins to be installed within the Four Elms development was passed to the Highway Operations team for assessment.

When assessing a location for a salt bin, a point scoring system/assessment is used based on the following criteria:

- *Gradient (score is based on the gradient measured with an inclinometer)*
- *Severe bends*
- *Close proximity to & falling towards a trafficked*
- *Traffic density at peak times*
- *Number of premises that require access.*
- *The population of either elderly or disabled people within the area*

I can confirm the development has now been assessed for the suitability of salt bins and the scores are as follows.

Dunnock Drive - 55 points
Goldfinch Grove - 0 points
Linnet close - 0 points
Sparrow Drive – 30 points
Songbird Crescent – 30 points

Unfortunately, following these assessments, the roads within the Four Elms development do not score enough points to meet the benchmark of 130 to warrant the placement of any salt bins. More information about the salt bin scoring criteria and assessment can be found on the Medway Council website at www.medway.gov.uk/winter

As an alternative, if residents within the Four Elms development contribute towards estate management fees, we sometimes find that management companies will provide and maintain salt bins as part of the management cost. The other alternative option which may be of interest, is the Medway council Snow Warden volunteer service. Medway residents are able to sign up to become a snow warden which provides supplies to members of the public to clear the highway. With this service, volunteers are provided with a 25kg bag of salt, hand spreader, shovel, gloves and a high visibility vest. More information can be found on the snow warden webpage which you may also wish to share with residents.

5. **Public Participation.**

To discuss any questions received by members of the public.

6. **Police and PACT Report.**

To receive a report regarding police matters and the PACT.

7. **Urgent Matters (if any with the Chairman's consent).**

To consider any urgent matters raised by members.

8. **Financial Matters.**

a. To consider the monthly financial statement.

Financial Statement will be circulated in paperwork at PC meeting.

9. **Parish Council Policy Review.**

To review and adopt Parish Council Policies detailed in circulated schedule.

10. **Clerks Report.**

To receive the Clerks Report.

11. **Chairman's Report.**

To receive the Chairman's Report.

12. **Ward Councillor Reports.**

To receive a report from the Ward Councillors Sands, Pearce and Crozer.

13. **Parish Council Committees.**

To receive the reports and recommendations from PC Committees.

a. Events Committee.

To receive a report from the Events Committee.

b. Environment Committee.

To receive a report from the Environment Committee.

c. Finance, Audit and General Purposes Committee.

Parish Council Van - update.

14. Planning Matters.

a. Planning Applications Received.

MC/25/0461 - Berrill , 247 Bells Lane, Hoo St Werburgh, Rochester, Medway

Construction of a part single/part two storey side extension, and part single/part two storey rear extension, (and internal alterations.)

MC/25/0468 - Stonebridge , 212 Main Road, Hoo St Werburgh, Rochester, Medway

Raising of roof height to create a first floor: construction of a 2-storey front extension and porch to front -Demolition of existing garage.

MC/25/0444 - Plot 1C And 1D, London Medway Commercial Park, James Swallow Way, Hoo St Werburgh, Rochester

Variation of conditions 1 (Ecology measures), 2 (Landscaping), 4 (Drainage), 5 (Cycles stands), 6 (Showers/changing) and 7 (Drawings) to allow for a minor material amendment to planning permission MC/18/1979 to reconfigure plot 1C into two separate plots comprising of plot 1C and plot 1D) with associated design and layout changes.

MC/25/0584 - Chattenden Barracks, Chattenden Lane, Chattenden, Rochester

Town and Country Planning Act (Environmental Impact Assessment) (England and Wales)

Regulations 2017 (as amended) - Request for a scoping opinion for up to 500 dwellings (C3); small scale retail floor space (E) (size to be confirmed); one vehicular access point from Kitchener Road; one vehicular access point from Chattenden Lane; pedestrian and cycle access; public open space (including sustainable drainage and landscaping); and associated infrastructure.

MC/25/0603 - 64 Rochester Crescent, Hoo St Werburgh, Rochester, Medway

Change of use of existing dwellinghouse (Class C3) to a children's home (Class C2)

b. Planning Applications Decisions by Medway Council.

MC/25/0156

16 Armytage Close Hoo St Werburgh Rochester Medway ME3 9AP

Conversion of garage to a habitable space along with internal and external works to facilitate disabled access. Construction of a first-floor side extension and change roof to existing rear extension to join new extension

Approval with Conditions

MC/25/0122

5 Webb Close Hoo St Werburgh Rochester Medway ME3 9HW

Construction of a two-storey side extension and a single storey front extension and off-road parking to the front of the dwelling.

Approval with Conditions

MC/25/0016

23 Headstock Rise Hoo St Werburgh Rochester Medway ME3 9LZ

Construction of a single storey rear extension

Approval with Conditions

c. Appeals.

d. Other Planning Matters.

To consider other planning matters.

15. Memorial Garden.

To receive a report on the Memorial Garden.

16. New Community Centre.

To receive an update for the new Community Centre.

17. Village Hall

To receive an update on the Village Hall.

18. Annual Meeting of the Parish – 1st May 2025.

19. Date of the next meeting – Annual Statutory Meeting, Thursday 1st May 2025 – Chattenden Community Centre.

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Mrs Sherrie Babington

Parish Clerk