

The Minutes of the Meeting of Hoo Saint Werburgh Parish Council
Held in the Village Hall, Pottery Road, Hoo on Thursday 5th January 2017 at 7.30pm.

***Councillors present: Andrews
Chambers
Counsell
Gatfield
Hipsey
Rees
Pearce
Pratt
Sands
Savage
Shepperd
Singleton
Tildesley***

Also: Parish Clerk, Reverend John Smith, and members of the public.

The meeting was chaired by Councillor Tildesley.

1. Apologies.

Apologies were received Cllrs Perfect and Williams.

2. Declaration of Interests.

Cllr Gatfield declared an interest in the agenda item for The Village Hall.

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, subject to a minor amendment, this was seconded by Cllr Andrews 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.

There were no urgent matters.

6. Chairman's Report.

The Chairman reported that he and the Vice Chairman had attended a meeting with Bellway Homes to discuss the proposals for the former BAE site.

He reported that the developers were proposing to build 250 homes on the site and a formal planning application would be submitted to Medway Council in the near future.

Cllr Sands spoke regarding the proposals and referred to emailed correspondence from Bellway Homes that appeared to indicate that the Parish Council was in support of the proposals. The Chairman confirmed that he and the Vice Chairman had stated that they were in favour of the plan layout, but they never gave the PC support for the proposals. This was discussed and it was agreed that the Clerk should email Bellway Homes to clarify the PC position.

Action: Clerk to liaise with Bellway Homes.

Cllr Sands spoke regarding the proposed development and stated that in his opinion there were areas of concern regarding the proposals that the PC needed to consider carefully in light of the loss of the sports provision in the parish.

7. Clerks Report.

The Clerks Report was noted and accepted by members.

Medway Local Plan - briefing for Parish Councils - 17 January 2017

It was agreed that Cllrs Sands, Tildesley, Williams, Savage, Shepperd, Pratt, Rees and Hipsey would tend the Local Plan presentation event.

Action: Clerk to book places on event for agreed Councillors.

8. Police Report.

Cllr Gatfield reported on police matters.

She reported on the Police Liaison Meeting and stated that the venue for this event may change as the School was due to start charging for the hire of the meeting room. She stated that the Village Hall had offered a room if necessary.

She reported that there had been a number of breaking and incidents in the parish over the Christmas period that had been reported to the police.

She informed members that she was seeking an update on the policing of the Peninsula and would bring this up at the next Police Liaison Meeting.

Cllr Gatfield reported on other police matters affecting the parish.

9. Public Question Time.

A member of the public raised concerns about the parking problem in the parish and she asked if the Parish Council could do something to assist with this problem.

The Chairman stated that Ward Councillor Roy Freshwater was in the process of arranging a meeting with Medway Council Officers to discuss this matter.

A resident stated that vehicles were parking on footpaths in the parish and obstructing the pavements.

The Chairman stated that Councillor Freshwater was also due to consider this matter at his meeting with Medway Council.

10. Financial Statement.

The Financial Statement was circulated to all members.

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

The approved cheques were then signed by two authorised signatories.

11. Hoo Village Sign.

Cllr Pearce spoke regarding the refurbishment of the Village Sign that was approved at the previous meeting. He informed members that he was in the process of seeking quotations for the work in line with the specification that he circulated to all members.

It was agreed that this item would be placed on the April 2017 agenda for further discussion and progression.

Action: Clerk to place item on April 2017 agenda.

12. Village Hall.

The Chairman circulated a report to all members regarding grant funding for a new Village Hall.

He reported on the possible funding from the Landfill Communities Fund and the criteria for this, he confirmed that a grant from them did need to be match funded.

He stated that should a grant be successful it was important that the work on the new village hall could be progressed straight away and therefore all plans, planning permission needed to be in place prior to submitting an application.

This was discussed by members and the Chairman stated that Cllr Williams was seeking a quotation for the planning work in order to ascertain the costs associated with this.

It was agreed that the Chairman should seek advice and support from Action with Rural Communities in Kent regarding this matter as they had experience in undertaking such projects.

Action: Chairman/Clerk to progress.

A discussion took place regarding the type of village hall that the PC would like and the facilities needed for this. The Chairman stated that Cllrs Tildesley, Williams, Perfect, Gatfield and Pratt were currently on the Village Hall Funding Committee. Cllr Singleton asked if she could join this committee and this was agreed.

The Chairman stated that he was hopeful that he would have an idea of costs for the planning work at the next meeting.

Cllr Rees spoke regarding the Lease for the Village Hall and suggested that the PC hold over the existing lease for the time being. This was agreed by members.

Action: Cllr Rees to action.

13. Land for use as a Burial-Ground.

Cllr Rees gave a report on the current situation regarding the burial-ground. She stated that the planning application submitted to Medway Council was due to be determined by 10th January 2017.

The Clerk informed members that Medway Council had transferred the balance of the Section 106 money for the burial-ground over to the Parish Council.

14. Planning Matters.**MC/16/4922 10 TUDOR GROVE, CHATTENDEN, ROCHESTER, ME3 8LD**

Construction of single storey extension to rear and alterations to ground floor side elevation windows and doors.

No Objections

MC/16/4767 47 CHATTENDEN LANE, CHATTENDEN, ROCHESTER, ME3 8LE

Part retrospective application for installation of block paved driveway together with vehicle crossover to front.

No Objections.

MC/16/4806 THE WINDMILL, RATCLIFFE HIGHWAY, HOO ST WERBURGH, ROCHESTER, ME3 8QB

Change of use of first floor of main public house building to 5 bed and breakfast rooms.

Cllr Sands stated that this planning application detailed information on bedsits and bed and breakfast rooms. He informed members that he had been in contact with Medway Council to seek clarification on this matter and he suggested that the Parish Council should object to the application until this had been received.

This was agreed by all present.

Action: Cllr Sands to action.

Tarmac Quarry – Cllr Sands stated that the roadway to the quarry site had now been constructed and he was aware that the site would be shut down over the winter period.

Medway Local Plan - Cllr Sands stated that he now had the Local Plan document and Hoo and the Peninsula seemed to appear in this a lot. He stated that the primary development in Medway appeared to be focuses on the Hoo Peninsula and Chattenden.

He stated that it was important that the Parish Council was able to make representations to the Local Plan consultation.

15. Lionel and Elsie Pearce Memorial.

The Reverend John Smith stated that he was awaiting direction from the Dioceses regarding the design and siting of the bench and would contact the PC as soon as this had been revived.

The meeting was adjourned at 8:23PM for refreshments.

The meeting was reconvened at 8:38PM.

16. Parish Council Website.

The Clerk informed members that a quotation for the design and development of the new website had been received for the sum of £384.00 initially and an hourly charge for training and any maintenance of the site.

This was discussed and approved by members. (Pearce/Rees).

17. Allotments.

The Chairman reported that Medway Council was due to undertake an audit of Green spaces in Medway and this included the allotment site in Hoo.

This was noted by members.

18. The Brook.

The Chairman reported that the work on the Brook was now complete and he had met with Pricilla Mumby from Medway Council who was pleased with the work.

He stated that this item could now be taken off the agenda.

Action: Clerk to remove item from next agenda.

19. Recreation Grounds.**Pottery Road Recreation Ground**

The Chairman reported that he had now obtained the safety notices for the fitness equipment at Pottery Road Recreation Ground and would arrange to have these erected as soon as possible.

Kingshill Recreation Ground.

The Chairman reported that he had attended a site meeting to discuss the approved work at Kingshill Recreation Ground with the appointed contractor before Christmas and had agreed to reduce the width of the concrete area and to include handrails for the same cost. He reported that the work was due to commence in the next week.

He reported that the contractor has also agreed to remove some adhoc items from the recreation ground and to take these away.

He informed members that he had also sought a quotation for the replacement of the parking bay poles at the site at a cost of £399 + vat.

It was proposed by Cllr Pearce to accept the quotation, this was seconded by Cllr Savage and agreed by all present.

Action: Clerk to formally accept quotation.

Cllr Pearce circulated a written report to all members regarding his ideas and progress for Kingshill Recreation Ground.

He reported that the newly planted tree at the recreation ground had been vandalised and replanted. He stated that protective fencing may need to be replaced to protect the trees.

Hoo Common

The Chairman reported that he had sought two quotations for the repairs to the fence at Hoo Common from Westsole Fencing.

Quotation 1 - repairs/replacement of the ranch style fencing - £460 + vat.

Quotation 2 – replacement of old chestnut and pole fencing with the same - £400 + vat.
Or replace with ranch style fencing - £490 + vat.

The quotations were discussed and it was agreed to accept Quotation 1 for the sum of £460 + vat and Quotation 2 for the ranch style fencing at a cost of £490 + vat.

Action: Clerk to accept quotation as agreed.

The Chairman informed members that he had instructed the Warden to cut back the overgrown bramble at Hoo Common and it was agreed that he and the warden would meet Cllr Andrews on site to discuss this.

20. Ward Councillors Report.

Ward Councillor Roy Freshwater gave his apologies to the meeting.

21. Urgent Items.

No matters were raised.

22. Date of next meeting.

2nd February 2017.

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

Signed.....

Chairman

Dated.....