

The Minutes of the Meeting of Hoo Saint Werburgh Parish Council
Held in the Village Hall, Pottery Road, Hoo on Thursday 3rd September 2019 at 7.30pm.

Councillors present: Chambers
Cutting
Fray
Gissing
Pearce
Rees
Sands
Tildesley
Williams
Winstanley

Also: Parish Clerk and members of the public.

The meeting was chaired by Councillor Tildesley.

1. Apologies.

Apologies were received from Cllrs Counsell, Pratt, Savage and Freshwater.

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 Gissing to accept these as a true record.

This was seconded by Cllr Rees and agreed by all present.

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

4. Matters arising from the Minutes.

Safe Crossing of Bells Lane – Clerk to follow up with Medway Council to establish the current situation.

This will then be reported at the Environment Committee Meeting.

5. Public Question Time.

A resident spoke regard the Deangate Ridge Defence Area and asked if the Parish Council could get involved with this and register it as an Asset of Community Value.

Cllr Sands stated that this was an item to be discussed on the agenda later in the meeting.

A number of residents from Port Werburgh attended the meeting to raise concerns regarding the health and safety at the site.

They stated that details of the issues had been sent to Ward Councillor Sands who was looking into this.

Residents reported on a number of incidents that had taken place at the site and they asked the Parish Council to support them in dealing with these.

Cllr Sands spoke regarding this matter, he stated that he had met with residents and there were a number of health and safety issues and unauthorised activities that needed to be addressed, he stated that he had emailed the site owner but he had not answered the emails.

Members discussed this and agreed that the Parish Council should write to Medway Council regarding this matter to raise concerns regarding the health and safety issues at the site.

Action: Clerk to action.

Bridleway Bells Lane – A resident asked if the Parish Council had contacted the Considerate Contractors Scheme regarding the poor condition of the Bridleway to the rear of the Bells Lane development.

The Chairman stated that the PC had not yet contacted the Scheme as Cllr Winstanley was looking into the matter on behalf of the council.

Cllr Winstanley reported that she had looked into the issues with water being pumped over the Bridleway into the drainage destroying the bridleway. She stated that she had tried to contact Medway Council Officer, Adam Taylor on a number of occasions, however he did not return her calls. Members discussed this matter and asked the Clerk to report this matter to the Considerate Contractors Scheme and Bellway Homes Head Office.

Action: Clerk to progress.

6. Urgent Matters.

Cllr Pearce informed members of the following events:

14th September 2019 – Thomas Aveling Celebration Day in Hoo from 12 to 3pm.

6th October 2019 – Kingsnorth Memorial opening from 11am at the entrance to the old Power Station. He stated that the Kingsnorth Memorial was to be placed on highway land and permission had been given by Medway Council to do this, the Parish Council needed to sign a Section 50 Licence for this permission.

This was agreed and the Clerk signed the Licence.

7. Chairman's Report.

Cllr Tildesley informed members that during the August recess urgent tree work was authorised as there was a fallen tree in the Brook that needed attention. the cost of this work was £1500. This was ratified by members.

8. Clerks Report.

The Clerks Report was noted and accepted by members.

1. John Lawsons Circus

The circus would like to hire Pottery Road Recreation ground from Monday 6th April to Wednesday 8th April 2020.

Members agreed to this request.

2. Refreshments at Meetings

Following a meeting with the Chairman and Vice Chairman it has been agreed that due to the length of the agenda and business discussed at PC meetings, refreshments will no longer be served at all meetings.

Refreshments will now only be served at the Christmas and Annual Meetings and other occasions such as when the Mayor attends.

This was noted by members.

3. Kent and Medway Energy and Low Emissions Strategy Consultation - deadline 23 September

Kent and Medway have just launched a consultation on a draft Energy and Low Emissions Strategy.

This was noted by members.

4. Policy Consultation E-Briefing 09-19 Independent Review into Local Government Audit

Sir Tony Redmond is undertaking an independent review into local government audit. The Ministry of Housing, Communities and Local Government (MHCLG) are providing the secretariat for this work. The review will make its initial recommendations to the Communities Secretary in December 2019 and a full report will be published in March 2020.

This was noted by members.

9. Ward Councillors Report.

Cllr Sands gave his report to the meeting.

He reported on the results of the Ofsted Inspection of Medway Councils Children's Services.

He stated that Peninsula Way was at its limit and Medway Council had put a hold on any further development until the HIF Bid had been determined. The results of this were expected in the very near future.

He informed members that he had met with a representative from Health Watch Medway and asked the Clerk to invite her to attend a future meeting.

Action: Clerk to action.

10. Neighbourhood Plan Report.

Neighbourhood Plan Chairman, Elaine Cutting gave a report on the progress of the NHP.

She reported that since the group last met, they had undertaken a consultation in the Village Square and met with representatives from Homes England to discuss their plans.

She stated that the NHP Group was due to have a stall at the Focus On event and she asked the Clerk to forward her a copy of the Parish Councils Public Liability Certificate.

Action: Clerk to progress.

She stated that the Consultant had been appointed and was due to meet with the Chairman on 18th September 2019 and she was in the progress of completing the application for a technical grant.

The Chairman thanked Cllr Cutting for her report as Chairman of the NHP Group.

11. Police Matters.

Cllr Gissing reported that a PACT Committee was still needed, and a meeting would be arranged to try to progress this.

12. Monthly Financial Statement.

The Financial Statement was circulated to all members.

This was proposed by Cllr Chambers, seconded by Cllr Sands, and agreed by all present.

13. Finance Audit and General Purposes Committee:

a. The attached minutes from the FA&GP Committee Meeting held on 18th July 2019 were approved by members. (Gissing/Pearce).

Appendix 1.

b. To consider the recommendations from the Committee Meeting.

Members considered the recommendation of the Finance, Audit and General Purposes Committee.

Youth Provision in the Parish

Recommendation to place an allocation of £2000 for youth provision in the 2020/2021 budget.

Litter Bins

Recommendation to have Medway Norse supply and install 3 new bins at Pottery Road Recreation Ground and 1 at Hoo Common.

Total Cost £1500.72 + vat

The recommendations were approved by members. (Sands/Williams)

Specification to install additional standpipes at the Allotment in Hoo

The Clerk reported that following a tendering process for the additional standpipes at the allotments, whereby five contractors were invited to tender, two quotations have been received as follows:

Contractor 1 - £2145.00 + vat

Contractor 2 - £3500.00 + vat

Members are asked to consider the quotations and authorised the work to be undertaken as soon as possible.

Following a discussion, it was agreed that the Parish Council would appoint Contractor 1 for £2145.00+vat.

Action: Clerk to accept quotation for agreed Contractor.

14. Environmental Committee**a. To consider any matters referring to the Environment Committee.**

The Clerk confirmed that the next meeting of the Environment Committee would take place on Thursday 19th September 2019 at 2pm.

b. Other Environmental Matters.

Cllr Rees spoke regarding alternative uses for the burial ground, she stated that following the last meeting she had been in contact with the Marlborough Centre regarding the use of the ground for gardening. She confirmed that they were positive about the possible use of the ground, however before this would be progressed there was a need for a water supply and secure fencing. She stated that if the secure fencing was not possible the school had also shown an interest in using the land.

She confirmed that the matter of the covenant had been discussed with Mr Brice and they were open to a temporary change to this and had stated that they would put this in writing.

c. Deangate Ridge Defence Area.

Cllr Sands referred to a leaflet he had circulated at a previous meeting, he spoke regarding the need to preserve the Hoo Stop Line. He stated that these were being destroyed by development in the parish.

He suggested that there should be a Heritage Trail and there was need for action to preserve the heritage in the area.

He referred to a proposal he was working on as a Ward Councillor regarding National Parks and stated that he felt that this would be beneficial to the Peninsula, he confirmed that the Peninsula met the targets of the criteria for a National Park.

15. Planning Committee:**a. To consider planning applications received.**

MC/19/1719 Holly Lodge and Tudor Lodge, Chattenden Lane, Chattenden
Demolition of existing outbuildings and stables and construction of seven 4-bedroom detached houses and a pair of 3-bedroom semi-detached houses with associated access, parking and amenity areas and demolition of the existing garage to Holly Lodge with construction of a new replacement detached garage.

MC/19/1134 129 Main Road, Hoo St Werburgh, Rochester, Medway, ME3 9EX
Creation of a vehicular crossover with associated hard standing.

MC/19/1378 54 Bells Lane, Hoo St Werburgh, Rochester, Medway, ME3 9HU
Creation of a vehicle crossover.

MC/19/1857 188 Bells Lane, Hoo St Werburgh, Rochester, Medway, ME3 9GD
Conversion of loft together with rooflights to side elevation and a window to west elevation together with Juliet balcony to east elevation.

- MC/19/1476 24 Marley Road, Hoo St Werburgh, Rochester, Medway, ME3 9DH
Retrospective application for raising of land level for construction of a vehicle parking area to front garden.
- MC/19/1050 The Grange, Ratcliffe Highway, St Mary Hoo, Rochester, Medway
Retrospective application for the alterations to roof height; Construction of a single storey extension to front; Two storey extensions to rear and alterations to fenestrations.
- MC/19/1736 Land at White House Farm, Stoke Road, Hoo St Werburgh
Application for the approval of reserved matters being layout, appearance, scale and landscaping pursuant to planning permission MC/18/0247 - Outline planning application with some matters reserved (appearance, landscaping, layout, and scale) for demolition of all buildings and structures and development of previously developed land and undeveloped land for up to 65 dwellings and associated works and infrastructure.

Cllr Sands confirmed that the Planning Committee had submitted objections to this application.

- MC/19/1880 32 Trubridge Road, Hoo St Werburgh, Rochester, Medway, ME3 9EW
Construction of a single storey extension to rear - demolition of conservatory.
- MC/19/2070 36 Broadwood Road, Chattenden, Rochester, Medway, ME3 8LX
Construction of a detached eco timber grill cabin to rear.
- MC/19/1911 Deangate Golf Club Dux Court Road Hoo St Werburgh Rochester Medway ME3 8RZ
Temporary change of use (until 31 October 2021) of first floor of clubhouse building to office use and temporary use of former golf course car park (until 31 October 2021) for parking of associated office workers cars; minibuses; grounds maintenance equipment / vehicles and storage of 17 shipping containers.

Cllr Sands confirmed that the Planning Committee had submitted objections to this application.

b. To consider other Planning Matters.

Cllr Sands informed members that the Parish Council has been offered a Pavillion building which was currently on the Arethusa site and they needed to know whether the Parish Council wanted it at no cost.

The Chairman informed members that the Pavillion had recently been vandalised on site and he felt that the PC was not in a position to accept it.

This was discussed by members and it was agreed that as it had been vandalised and the Parish Council had no where to site the building, that it would reluctantly decline the offer from the developer.

This was proposed by Cllr Perfect, seconded by Cllr Winstanley and agreed by all present.
The Clerk was asked to respond to the Esquire Developments.

Action: Clerk to action.

16. Parish Referendum.

Cllr Sands stated that the Parish Council had asked Medway Council to hold a Parish Referendum to establish whether Hoo was a Village or a Town.

He stated that they had said no.

He asked if the Parish Council wished to have a Referendum to ensure the protection of the village.

Cllr Williams agreed that the Parish Council should push to raise the profile of Hoo to bring to the attention of Medway Council that it does not want to become a Town. He suggested that Cllr Sands should take this forward on behalf of the Parish Council.

This was discussed and Members agreed that Cllr Sands takes this forward for the PC.

Action: Cllrs Sands to progress.

17. Urgent Items.

No matters were raised.

18. Date of next meeting.

3rd October 2019.

There being no further business to discuss, the Chairman closed the meeting to the press and public at 9.20pm.

Signed.....

Chairman

Dated.....

Hoo St Werburgh Parish Council
Minutes from Finance, Audit and General Purposes Committee
Held in Pottery Road Meeting Room on Thursday 18th July 2019 at 2.00pm

***Councillors Present: Williams
Sands
Gissing
Tildesley
Freshwater
Savage***

Also, Present: Parish Clerk.

Cllr Tildesley chaired the meeting.

1. Apologies.

Apologies were received from Cllrs Cutting, Counsell and Pratt.

2. Declaration of Interests.

No interests were declared.

3. Youth Provision in Hoo.

Cllr Sands spoke regarding youth provision in the parish and stated that the youth club was currently based at the library not the Village Hall. He suggested that the Parish Council should look to see whether the Village Hall Committee would be willing to allow the youth club to use the hall as this was close to the playing fields and had better provision for youth activities.

He also raised the issue of financing the hall hire for the youth club and stated that he felt that the PC should finance this.

This was discussed, Cllr Gissing stated that she felt that there was a reluctance from the older children to attend the youth club whilst it was in the library.

Following this discussion, it was agreed that the Clerk would arrange a meeting with the Village Hall Management Committee to discuss the youth club in the Village Hall.

It was agreed that the Chairman, Vice Chairman and Cllr Sands would attend the meeting.

Action: Clerk to progress.

Members discussed having an allocation in the 2020/2021 budget for youth provision in the Parish and it was agreed that the Environmental Committee would recommend an allocation of £2000 in the next budget.

Action: Recommendation to place an allocation of £2000 for youth provision in the 2020/2021 budget.

4. Medway Council Street Cleansing Contract.

The Clerk circulated correspondence received from Medway Council stating their street cleansing contracts was being reviewed and asking if the Parish Council wished to take over the cleansing of the streets in the Parish.

This was discussed by members of the Environmental Committee and it was unanimously agreed that the PC would not wish to take over the responsibility of street cleaning in the Parish.

Action: Clerk to respond to Medway Council.

5. Public Conveniences in Stoke Road.

The Clerk reported that she had been in contact with Medway Council regarding the future of the Stoke Road Public Conveniences and Medway Council had confirmed that there were no plans to change the way in which the toilets were managed for the foreseeable future.

6. Other Matters**Bins – Pottery Road Recreation Ground**

The Chairman stated that there were a number of litter bins at Pottery Road Recreation Ground that needed to be replaced for health and safety reasons.

The Clerk stated that Medway Norse were able to supply and install the new bins at a competitive cost. This was agreed as a recommendation by members.

Action: Recommendation to have Medway Norse supply and install the new bins at Pottery Road Recreation Ground.

Deangate Ridge

Cllr Sands informed members that Deangate Ridge was due to be a depot for Norse. He stated that under the current agreement the car park was to be kept open, however this had now been locked. He stated that there were currently 20 containers stored at the sites and this was being monitored by a security team at a cost of £142000.

Pond at Arethusa Field

Cllr Sands stated that the pond at the Arethusa Field was due to be inspected by an Ecological Team as it was polluted and needed work. He confirmed that the contractor would undertake the work, and this was ongoing.

Cllr Tildesley reported on a problem with Hoo Common becoming waterlogged, he stated that when this matter was investigated it was due to the water supply being left on in the Pavillion building at the Arethusa site. He confirmed that the Pavillion building had been vandalised.

CCTV

Cllr Freshwater informed members that a new CCTV System had been installed in the village centre.

Bridleway

Cllr Freshwater spoke regarding water being pumped over the Bridleway off the Bells Lane site, he stated that he was working on this as a resident.

The Chairman confirmed that Cllr Winstanley was also looking into this on behalf of the Parish Council.

The meeting was closed at 2.48pm