

The Minutes of the Meeting of Hoo Saint Werburgh Parish Council
Held in the Village Hall, Pottery Road, Hoo on Thursday 1st September 2016 at 7.30pm.

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

Also: Parish Clerk, Medway Councillor Roy Freshwater, Reverend John Smith and members of the public.

The meeting was chaired by Councillor Tildesley.

1. Apologies.

Apologies were received Cllr Hipsey.

2. Declaration of Interests.

Cllr Perfect declared an interest in the agenda items for The Brook and the Water Supply from the Allotments

Cllr Pearce declared an interest in the planning application for Street Farm Cottage.

3. Minutes of the previous meeting.

The Minutes of the previous meeting were circulated to all present. It was proposed by Cllr Andrews 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.

Village Centre - The Clerk informed members that Medway Council had confirmed that there were currently no plans to refurbish the Village Centre.

5. Urgent Matters.

There were no urgent matters.

6. Chairman's Report.

Saxon Shore Way - The Chairman reported that part of this path was impassable and had been reported to Medway Council who had since taken action to clear this.

Parish Warden - It was reported that the Warden had started to undertake the maintenance of the churchyard as agreed at a previous meeting.

Gravel Pit – The Chairman reported that he and the Vice-Chairman had attended a meeting with the contractor Tarmac regarding work on this site.

He reported that work to excavate the gravel pit would be undertaken over a 10 to 12 year period with 5 to 6 men working a 48 hour week at the site, the work would be undertaken in four phases, one field at a time.

He stated that when work was completed the area would be landscaped and made into a nature reserve. It was reported that they would be 28 lorry movements a day, 3 to 4 lorries an hour, access from the site would be onto Stoke Road and lorries would travel via main routes not through the village centre.

The Chairman spoke regarding publicity for the work and stated that Tarmac was due to place articles in the Village Voices.

Cllr Perfect spoke regarding the planning application that had been approved in 2004 and asked how the application had changed as the planned work was not as described in the original planning application.

Cllr Williams stated that the plans had changed when resubmitted in 2013.

The Chairman stated that the contractor had asked for the Parish Council to set up a small Committee to attend liaison meetings with the contractor.

This was discussed and agreed by members.

Following a further discussion it was agreed that Cllrs Shepperd, Perfect, Tildesley, Williams and Sands would represent the Parish Council at liaison meetings.

Cllr Williams stated that he would pass this information onto the contractor.

Remembrance Sunday – The Chairman asked for members agreement to purchase a poppy wreath for a donation of £50. This was approved by members.

7. Clerks Report.

The Clerks Report was noted and accepted by members

8. Police Report.

Cllr Gatfield reported on police matters

9. Public Question Time.

A resident in attendance at the meeting raised concerns regarding the excavation at the gravel pit. He stated that he felt the cost of filling areas would be high and there was a danger that the contractor could change their plans and that the site could be changed into a landfill site.

Councillor Roy Freshwater clarified that there was stringent rules which governed this application.

Elaine Cutting attended the meeting to give a report on the Tesco's Bags of Help Fund. She reported that the scheme have now changed and grant projects would be considered on a quarterly basis to cover a smaller projects. She stated that the funding had now been reduced to £5000, £2000 and £1000 projects.

She stated that an article would be placed in the village voices to publicise this.

10. Financial Statement.

The Financial Statement was circulated to all members.

The financial statement was then proposed by Cllr Singleton, seconded by Cllr Chambers and agreed by all present.

The approved cheques were then signed by two authorised signatories.

11. Land for use as a Burial-Ground.

Cllr Rees spoke regarding the land for use as a burial-ground. She stated that the design for the landscaping has now been received from the consultant and Reverend John Smith had sent this to the Diocese for approval.

She reported that dead wood needed to be removed from the oak tree at a cost of £375 as it was dangerous and needed to be made safe. This was approved by members. (Shepperd/Sands)

Cllr Rees asked for the minutes to record thanks to Andrew Brice who had cleared the site for free. Members recorded their gratitude to Mr Brice.

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

12. Planning Matters.

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| MC/16/2741 | 21 HEMONY GROVE, HOO ST WERBURGH, ROCHESTER, ME3 9FE
Construction of a two storey rear extension and additional first floor window on the south facing side elevation (Resubmission of MC/16/1799) |
| MC/16/2678 | 46 ROBSON DRIVE, HOO ST WERBURGH, ROCHESTER, ME3 9EA
Construction of a single storey side/rear extension |
| MC/16/3002 | 12 WHITEHOUSE CLOSE, HOO ST WERBURGH, ROCHESTER, ME3 9AS
Conversion of existing garage and construction of a single storey extension to front and to rear of existing garage |

MC/16/3243 1 MAIN ROAD, HOO ST WERBURGH, ROCHESTER, ME3 9NA
Change of use of ground floor from A2 (Bank use) to A3/A5 (hot food take away and restaurant use) and installation of cooking extraction flue to rear elevation security shutters to the front elevation

Concerns were raised regarding the litter and noise and parking that would be associated with this application. Councillor Sands suggested meeting comments regarding this. A discussion took place and it was agreed that the parish Council did wish to encourage local businesses however it agreed to raise concerns regarding parking, litter and the gathering of youths outside such facility.

Action: Cllr Sands to respond to application.

MC/16/3496 STREET FARM COTTAGE & STREET FARM HOUSE, STOKE ROAD, HOO ST WERBURGH, ROCHESTER, ME3 9BH
Removal of condition (vi) on planning permission ME/81/263 - Erection of farmhouse and farm cottage (outline)

MC/16/3541 4A ELM AVENUE, CHATTENDEN, ROCHESTER, ME3 8LY
Demolition of existing garage together with two side extensions and extension to rear; Conversion of existing dwelling to bungalow with pitched roof - Resubmission of MC/16/2434

Cllr Sands spoke regarding the Public Inquiry for the Land West of Hoo and informed members that this had been dismissed by the Planning Inspector..

Cllr Williams stated that he had a copy of the Inspectors Report should members wish to see this.

Land at Stoke Road planning application – Cllr Sands stated that he had submitted representations from the Parish Council as agreed by members.

13. Lionel and Elsie Pearce Memorial.

The Reverend John Smith attended the meeting to inform members that the Diocese had approved the installation of a bench in memory of Lionel and Elsie Pearce in the churchyard. He stated that he would seek details of the preferred design and come back to the Parish Council regarding this.

14. Allotments.

Cllr Perfect reported that all allotments were now let and were being tended.

The Chairman stated that brambles had been reported coming from the allotments onto the footpath and he asked whether action should be taken to cut these back. It was agreed that the brambles would be cut back from the footpath side of the allotments.

15. Provision of All Inclusive Play Equipment.

Cllr Sands informed members that the play equipment should be installed during the first week of September and the work would be completed within 14 days.

16. The Brook.

The Chairman reported that following a meeting with Medway Council Flood Officer Priscilla Mumby the required paperwork was currently being completed and this matter was being progressed.

17. Village Hall.

Cllr Pratt reported on the Village Hall and informed members that the Village Hall Management Committee had approved the Pie and Mash Van operating in the Village Hall car park.

20. Tree Planting and Improvements at Kingshill Recreation Ground.

Cllr Pearce informed members that a grant application for trees had been submitted and would be determined by the end of September 2016.

He circulated a paper to all members proposing the purchase of additional litter bins and dog bins for Kingshill Recreation Ground at a cost of £1200 and the moving of the current litter bins to use as planters at a cost of £216.00.

He asked members to approve this project with the total cost of £1408.56.

The Chairman spoke regarding the level of funds that the Parish Council had spent at Kingshill to date and reported that the Rural Liaison Fund had now been spent for this financial year. He suggested that this project could be carried over into the next financial year as it was not essential.

Cllr Pearce stated that the Parish Council had an obligation to supply litter bins and dog bins and in his opinion the Parish Council should finance this provision.

Cllr Sands stated that the money is spent at Kingshill was to encourage more people to use the recreation ground and as a consequence this could encourage more litter.

Cllr Pearce proposed that his suggested project was approved at a total cost of £1408.56. This was seconded by Cllr Sands.

This was discussed further and some members raised concerns regarding the emptying of the bins, the Chairman stated that this may be an issue that the Parish Council may have to address.

He summarised the proposal put forward by Cllr Pearce to install additional litter bins and dog bins at Kingshill Recreation Ground and to move the existing litter bins, he asked members to raise their hands and vote if they were in favour of this project.

A vote was cast and carried in favour of undertaking the proposed project.

Action: Cllr Pearce to progress.

Cllrs Andrews and Counsell gave their apologies and left the meeting at 9:30 PM.

19. Horse Trough.

Cllr Pearce circulated a paper with a proposal to refurbish and plant the Horse Trough in the Village Centre at a cost of £225.

This was discussed by members and it was noted that the Parish Council had planted the Horse Trough in the past and the plants had been stolen.

Cllr Singleton suggested that she could find funding for this project and therefore proposed to carry this item over to the next agenda to be discussed at the October Parish Council meeting. This was seconded by Cllr Perfect.

A further discussion took place regarding this project and concerns were raised regarding the ongoing maintenance of the Horse Trough should it be planted.

The Chairman spoke regarding this project and summarised the proposal put forward by Cllr Singleton to carry this item over to the October agenda.

Cllr Pearce raised objections to this proposal and stated that he had put a proposal forward to refurbish and replant the Horse Trough and therefore this proposal should be considered first.

The Chairman summarised the proposal put forward by Cllr Pearce and seconded by Cllr Sands to refurbish and replant the Horse Trough at a cost of £225 and asked members to vote in favour of this proposal.

A vote was cast 5 votes in favour to 6 votes against this proposal, therefore this proposal was not carried.

The Chairman once again summarised the proposal put forward by Cllr Singleton and seconded by Cllr Perfect to carry this item over to the October agenda to allow funding streams to be explored. A vote was cast in favour of this proposal.

It was therefore agreed that the Horse Trough would be placed as an item on the next agenda.

Action: Clerk to progress.

20. Recreation Grounds.

Kingshill Recreation Ground refurbishment – Cllr Williams reported that the improvements to the play equipment at Kingshill Recreation Ground were now complete.

Pottery Road Recreation Ground – The Chairman reported that the footpath extension had been approved under delegated authority during the August recess at a cost of £4014 plus vat. He reported that the work was due to be undertaken on 12 September 2016.

21. Ward Councillors Report.

Ward Councillor Roy Freshwater gave his report to the meeting.

22. Christmas Lights.

Members discussed the Christmas lights for the parish for 2016 and it was agreed to progress with the same lights as in previous years.

Action: Clerk to liaise with Medway Council regarding Christmas lights.

23. Urgent Items.

No urgent matters were raised.

24. Date of next meeting.
6th October 2016.

*There being no further business to discuss, the Chairman closed the meeting
to the press and public at 10.08pm.*

Signed.....

Chairman

Dated.....