

The Minutes of the Meeting of Hoo Saint Werburgh Parish Council
Held in the Village Hall, Pottery Road, Hoo on Thursday 7th July 2016 at 7.30pm.

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

Also: Parish Clerk, Diane Haskins - Hoo Primary School and members of the public.

The meeting was chaired by Councillor Tildesley.

1. Apologies.

Apologies were received Cllr Chambers, Medway Councillor Roy Freshwater and the Head Teacher of the Hundred of Hoo Academy.

2. Declaration of Interests.

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

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, 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.

There were no matters arising.

5. Urgent Matters.

There were no urgent matters.

6. Parish Councillor Vacancy.

The Clerk informed members that one application had been received for the Councillor vacancy and details of the application were circulated to all present.

Members considered the application from Mrs Savage and it was proposed by Cllr Andrews to Co-opt her onto the Parish Council. This was seconded by Cllr Rees and agreed by all present. Mrs Savage was therefore Co-opted onto the Parish Council.

The Chairman welcomed Mrs Savage onto the Parish Council and invited her to take a seat round the table with Members.

Cllr Savage then signed her Declaration of Acceptance of Office.

7. Chairman's Report.

The Brook - The Chairman informed members that he and Cllr Perfect had met with Medway Council Flood Officer, Priscilla Mumby, to discuss the work at the Brook. He stated that she has made notes of the areas of overgrown vegetation along the Brook and stated that she would follow this up with the riparian owners.

Queens Garden Party – The Chairman thanked Cllr Sands for arranging this event in conjunction with Hoo Primary School. He reported that it had been a well attended and successful event.

The Chairman reported that he and Cllr Williams had met up with the land owner Andrew Brice to introduce themselves. He stated that this had been a positive meeting.

Local Plan Workshop – The Chairman stated that Cllr Shepperd had attended this event to represent the Parish Council and a written report was circulated to all present.

8. Clerks Report.

The Clerks Report was noted and accepted by members.

9. Police Report.

Cllr Gatfield reported that she had attended this meeting on 5 July 2016. She informed members that there was now only one PCSO covering the Peninsula as the others have now been moved to different areas.

She reported that speed checks had been undertaken on the Ratcliff Highway and one motorist had been caught for doing 106 mph.

She informed members that a man had been reported for loitering around the children's play area and the police had been made aware of this.

It was reported that there was a shortage of Neighbourhood Watch Coordinators attending the regular police meetings. It was agreed that article should be placed in the Village Voices to let existing Neighbourhood Watch Representatives know that they were able to attend these closed meetings.

10. Public Question Time.

A resident in attendance at the meeting asked about the current situation regarding the Lodge Hill Inquiry.

Cllr Sands stated that the inquiry for the Land West of Hoo was due to be held in August and there were concerns that this would take place before the Lodge Hill Public Inquiry. He confirmed that the Parish Council would be represented at the Public Inquiry.

Diane Haskins representative from Hoo Primary School attended the meeting at the invitation of the Parish Council to speak on its progress. She confirmed that the school was currently full and was doing well. She stated that the Hundred of Hoo Academy was looking to put a two form entry Primary School in place at some point in the future.

A general discussion took place regarding the school provision in the area and the impact that proposed development in the Parish would have on this.

Reverend John Smith spoke regarding the application for a two form entry primary school at the Hundred of Hoo Academy. He stated that this provision was at the request of the local authority in order to meet the future needs of the local community. He spoke regarding the increased housing and development in the area and asked the Parish Council to look favourably on this application when it was submitted.

A resident raised concerns that such an application would set a precedent for further development, but stated that she felt that the additional school provision was needed.

An allotment holder attended the meeting to raise concerns regarding the flooding of his allotment whilst he was away on holiday. He stated that despite the Parish Council having drainage fitted at the site, flooding was still happening.

Cllr Perfect stated that she would look into this problem.

The allotment holder also raised concerns regarding the security of the allotments and stated that since the dangerous poles had been removed from the site, people were now climbing over the fence into the allotments.

Cllr Perfect stated that quotations were being sought for new posts and wire mesh to secure the area.

The Chairman stated that Medway Council were putting procedures in place to deal with flooding and the rising water level in the Brook. He stated that two volunteers Wardens had been appointed to monitor this.

Parking in the village – A resident stated that parking in the village centre was becoming a problem and he asked if the Parish Council could have red lines installed.

Cllr Perfect asked whether handrails could also be installed around the village centre.

The Chairman stated that he understood that the Village Centre refurbishment was to be undertaken by Medway Council and this would cover these areas.

The Clerk was asked to liaise with Medway Council to ascertain when the refurbishment of the village centre would be undertaken.

Action: Clerk to progress.

Japanese Knotweed in Village – The Clerk informed members that this had been reported to Medway Council who were taking action as necessary.

11. Financial Statement.

The Financial Statement was circulated to all members.

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

The approved cheques were then signed by two authorised signatories.

Grant application – The Chairman informed members that a grant application had been received and this would be discussed as it Confidential Item excluding press and public at the close of the meeting. Cllr Savage declared an interest in this item.

12. Land for use as a Burial-Ground.

Cllr Rees spoke regarding the land for use as a burial-ground. She submitted a written report to all councillors for their consideration.

She informed members that two quotations had been received to undertake work in line with the conditions of approval for the planning application. She stated that this work would be financed by the section 106 monies currently held by Medway Council.

She asked members to consider the quotations as outlined in her report with a recommendation to appoint contractor GC Design to undertake the work at a cost of £965.

The circulated report was considered by members and it was proposed by Cllr Williams to accept the recommended contractor, this was seconded by Cllr Pearce and approved by all present.

Cllr Rees stated that she was seeking quotations for further work at the burial-ground and this would be reported to a future meeting.

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

13. Planning Matters.

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)
 No Objections.

Cllr Sands spoke regarding the Public Inquiry for the Land West of Hoo and stated that he was currently working on a representation by the Parish Council based on previous representations.

The meeting was adjourned at 8:31 PM for refreshments.

The meeting was reconvened at 8:50 PM.

14. Lionel and Elsie Pearce Memorial.

The Chairman informed members that a Memorial Fund in memory of Lionel and Elsie Pearce had been passed to the Parish Council with the suggestion that this was used for a memorial bench in the churchyard.

The Reverend John Smith stated that he would raise this matter at the next PCC meeting to seek their opinion and come back to the Parish Council following this meeting.

15. Parish Council Noticeboards.

The Chairman spoke regarding to the noticeboards in the Village Centre and suggested that one of these was used for the community notices and one for the Parish Council notices.

Members generally favoured this idea, however there was some discussion as to the location of the noticeboards and how often these were looked at by members of the local community.

A discussion took place and it was agreed that it would be beneficial to have Hoo Parish Council on the noticeboards to inform members who was responsible for notices.

In the meantime it was agreed that any notices to be displayed on the board should be forwarded to the Clerk.

Cllr Perfect suggested having a noticeboard with a map of the parish identifying points of interest.

16. Request to share Allotment Water Supply.

The Clerk informed members that following discussions at the last meeting, a letter had now been received from the Hoo Institute, as land owners, requesting permission to share the Parish Councils water supply at the allotments to install a water supply to the football field adjacent to the Hoo Institute.

Cllr Perfect declared an interest in this item and withdrew from discussions.

The letter was discussed by members and it was agreed that the Parish Council would allow the water supply at the allotments to be shared, provided that a formal legal document was drawn up to protect the Parish Council's interests.

Cllr Rees stated that she would assist with this matter.

Action: Legal document to be drafted and circulated to Cllr Rees.

17. Allotments.

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

A rent review report was circulated to members for consideration.

This was discussed by members and it was proposed by Cllr Sands to increase the rental charges of an allotment rod by £1.00 per annum, making the average 5 rod plot £30 per year. This seconded by Cllr Pearce and agreed by all present.

Action: Clerk to send a letter to all allotment plot holders informing them of the rental increase.

18. Provision of All Inclusive Play Equipment.

Cllr Sands informed members that this matter was now being progressed with a target date for installation on 8 August 2016.

19. The Brook.

The Chairman reported that following a meeting with Medway Council Flood Officer Priscilla Mumby regarding the agreed work on the Brook, he had now been informed that planning consent was required for that work in order to comply with the 1991 Water Course Act.

He stated that as a result the Parish Council would have to submit a planning application at a cost of £50 along with plans, drawing and a method statement in order to support planning application. He confirmed that he was currently progressing this.

20. Tree Planting at Kingshill Recreation Ground.

Cllr Pearce spoke regarding the proposed tree planting project at Kingshill Recreation Ground. He informed members that a grant application had been submitted and would be determined by the end of September 2016.

The Chairman thanked Cllr Pearce for his work.

21. Footpaths - Pottery Road Recreation Ground.

The Chairman reported that quotations had been sought for the reinstatement of the two existing footpaths at Pottery Road Recreation Ground and for the new footpath as agreed at the previous meeting.

He stated that quotations had been in the region of £20,000 and suggested that this was considered further when determining the budget for 2017/18.

Members discuss the quotations received and it was agreed that the maintenance of the existing footpaths would be put on hold until the next financial year, however delegated authority was given to the Chairman and Vice Chairman to progress with the new footpath as soon as possible as it was felt that this was essential as children used this route to and from school.

Action: Clerk/ Chairman to progress under delegated powers.

22. Recreation Grounds.

Kingshill Recreation Ground refurbishment – Cllr Williams reported that the play equipment at Kingshill Recreation Ground was underway.

He stated that the ruts across the grass would be reinstated before the contractor left site.

Cllr Pearce spoke regarding an idea to have additional litter bins and to move the existing concrete boxes at Kingshill Rec to the main gate and plant them with hedges to enhance the entrance. He stated that he would seek quotations for the work to establish the cost of moving these and report back to the next meeting.

This was discussed and agreed by members subject to cost.

Action: Cllr Pearce to seek quotations for work.

Pottery Road Recreation Ground – The Chairman reported that the bucket swing at the recreation ground had been vandalised and would to be replaced as soon as possible.

The Chairman spoke regarding the perimeter of the Pottery Road Recreation Ground and stated that as agreed the Parish Warden had to cut this back as overtime.

23. Ward Councillors Report.

No matters were reported.

24. Delegated Powers for August Recess.

It was agreed that delegated power for the August recess would be given to the Chairman, Cllr Tildesley, the Vice Chairman, Cllr Williams and Cllr Rees. This was proposed by Cllr Singleton, seconded by Cllr Andrews and agreed by all present.

25. Urgent Items.

Cllr Shepperd reported that no action had been taken by Medway Council to install dog bins at Abbots Court Road as requested previously. The Clerk was asked to follow this up with Medway Councillor Phil Filmer.

Action: Clerk to progress.

26. Date of next meeting.

1st September 2016.

There being no further business to discuss, the Chairman closed the meeting to the press and public at 9.40pm.

Cllr Savage declared an interest in the Confidential Item to discuss the Grant Application and left the meeting.

Cllrs Andrews and Counsell gave their apologies and also left the meeting.

Signed.....

Chairman

Dated.....