

The Minutes of the Meeting of Hoo Saint Werburgh Parish Council
Held in the Village Hall, Pottery Road, Hoo on Thursday 2nd February 2017 at 7.30pm.

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

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

The meeting was chaired by Councillor Tildesley.

1. Apologies.

Apologies were received From Cllr Sands.

2. Declaration of Interests.

Cllrs Gatfield and Pratt 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.

Cllr Hipsey informed members that she had received complaints from residents regarding the lack of publicity for the public consultation meeting regarding the Local Plan.

Cllr Tildesley stated that Medway Council Officers had bought leaflets to the parish for publication, however this was quite late to enable the meeting to be adequately publicised.

Cllr Hipsey stated that concerns had also been raised regarding the lack of parish councillors in attendance at the meeting.

The Chairman confirmed that the Parish Council had been invited to a briefing at Gun Wharf the week before the public meeting.

6. **Chairman's Report.**

The Chairman informed members that he and Cllr Chambers had attended a Landscape Partnership meeting which was focusing on seeking funding for projects on the Hoo Peninsula. He gave a report on this meeting.

Cllr Williams reported that he and six members of the Parish Council had attended a meeting at Gun Wharf regarding the Local Plan. He reported on the options for this and stated that copies of the executive summary of the Local Plan was now available.

He reported that Medway Council was now undertaking a Call for Sites process and the SLA report covered this. He stated that the purpose of this exercise was to identify areas for potential development within Medway and Medway Council had nine months to consider the sites put forward and then they would hold a further consultation with the second draft Local Plan at the end of the year.

He stated that parishes and residents should make representations to Medway Council on the Local Plan as it was proposed to build over 20,000 homes around the Hoo Peninsula.

Cllr Perfect spoke regarding Section 106 money and a general discussion took place regarding this and how it was spent in the local area.

Cllr Pratt raised concerns regarding the lack of infrastructure to support the proposed development. Cllr Andrews spoke regarding previous Local/Structure Plans and stated that these problems had been ongoing for years.

It was agreed that Cllr Williams would draft a response from the Parish Council on the Local Plan and circulate to members for consideration.

Action: Cllr Williams to progress

7. **Clerks Report.**

The Clerks Report was noted and accepted by members.

Request to hire Pottery Road Recreation Ground for a funfair.

Members considered a request to hire Pottery Road Recreation Ground for a small funfair in May 2017 and a further request for reduced rates during the time spent setting at the funfair.

It was proposed by Cllr Williams to approve the hire and to give a 50% deduction on the hire fees for the days setting up the fun fair, and then to charge the full hire rate for the days of operation. This was seconded by Cllr Perfect and agreed by all present.

Action: Clerk to liaise with hirer.

BATTLE'S OVER - A NATIONS TRIBUTE & WW1 BEACONS OF LIGHT - 11TH NOVEMBER 2018

Please find attached a letter from the Pageantmaster regarding the above event being organised to commemorate the 100th Anniversary of the end of World War I. 1000 Beacons of Light will be lit at 7pm on the 11th November 2018 and will represent "the light of hope".

Detailed co-ordination of this begins in April 2017, when a special "Guide to Taking Part" will be published, similar to that produce for HM The Queen's Birthday Beacons in April 2016. You will need to confirm your involvement to the Pageantmaster as soon as possible to ensure that you are included in the Guide when it is published. It was agreed that the Clerk would liaise with Medway Council to see whether they were taking part in this event.

Action: Clerk to progress.

Operation London Bridge.

It was agreed that this item deferred to the Finance and General Purposes Committee for consideration.

8. Police Report.

Cllr Gatfield reported on police matters.

She reported on the Police Liaison Meetings and the way these were run. She confirmed that the meetings are open to Parish Council Representatives and Neighbourhood Watch and Residents Association Representatives.

She confirmed that the meeting is now held in the Pottery Road Village Hall.

Cllr Tildesley spoke regarding a spate of distraction crime taking place in the area. He stated that the police advice was to lock the back door before opening the front door and to request ID.

9. Public Question Time.

A member of the public raised concerns regarding the poor condition of the Bridleway from Stoke Road to Bells Lane. She stated that the main concern was the state that the developers, Bellway Homes had left the Bridleway in and this was unsafe for horse riders.

It was agreed that the Clerk would liaise with Medway Council and seek a site meeting to discuss this matter. Medway Councillor Roy Freshwater stated that he would also like to attend the site meeting when arranged

Action: Clerk to action.

The proprietor of Angel Farm, Mr Gagg, attended the meeting to speak to members about their plans for the farm and the relocation of the mobile homes for seasonal workers. He stated that the work would be undertaken under permitted development, however a planning application may be submitted regarding the winter storage of the caravans, the screening, and a car park.

Following the presentation members were given the opportunity to ask questions, the Chairman then thanked Mr Gagg for his presentation.

10. Financial Statement.

The Financial Statement was circulated to all members.

Members were asked to approve an additional cheque for £90 for tyres for the Parish Wardens van. This was approved and the cheque was raised.

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

The approved cheques were then signed by two authorised signatories.

Tesco Grant – It was noted that the balance of the grant was still to be paid to the Parish Council, it was agreed that the Clerk would liaise with Cllr Sands regarding this matter.

Action: Clerk to action.

11. Parish Council Policy Review.

The Chairman informed members that the Parish Councils Policies were due to be reviewed and he asked for approval to refer this to the Finance and General Purposes Committee for action.

This was agreed by members.

Action: To be considered by the Finance and General Purposes Committee.

12. Parking in Hoo.

The Chairman informed members that following the last meeting, Medway Councillor Roy freshwater had arranged a meeting with Parish Councillors and Medway Council Officers to discuss and review the parking problems in the Parish.

He stated that Councillor Freshwater had now drafted a detailed report which he hoped the Parish Council would support and action.

The Chairman suggested that as this was a detailed report that this should be referred to the Finance and General Purposes Committee in the first instance for discussion and a recommendation would then be made to the next meeting for formal consideration.

This was agreed by members.

Action: To be considered by the Finance and General Purposes Committee.

13. Village Hall.

The Chairman informed members that the Liaison Group had now been set up to seek funding for a new Community Centre.

He stated that this project had to be headed by the Village Hall Management Committee as they were the Trustees for the existing Village Hall. He reported that he was the Chairman of the Liaison Group, Cllr Singleton was the Vice Chairman and Cllr Perfect was the Secretary.

The Chairman reported that the next step was for the Village Hall Management Committee to approved the project and then a Feasibility Study would be undertaken.

He confirmed that this project would take time and the Liaison Committee would report back to the Parish Council meeting as things progressed.

14. Parish Gritting.

The Chairman referred to a proposal that had been circulated by Councillor Pearce for consideration and he invited him to present the paper.

Cllr Pearce stated that he was happy for the proposal to be considered based on the report he had circulated and the paper in response to the Clerks guidance on gritting.

Cllr Perfect spoke regarding the responsibility of undertaking gritting and the restrictions that prevented the village shops from gritting the pavements outside of their premises.

Cllr Rees referred to the practicalities associated with the gritting of the parish recreation grounds and stated that if this was to be undertaken it would need to be carried out during all snowy/icy weather and this would mean during weekends and bank holidays. She raised concerns that the Parish Council did not have the manpower to undertake this commitment.

The Chairman stated that Cllr Pearce had put forward the proposal to grit the parish recreation grounds during snowy/icy weather and he asked if there was a seconded to this proposal
The proposal was not seconded and therefore it was not carried.

The meeting was adjourned at 8:35PM for refreshments.

The meeting was reconvened at 8:50PM.

Cllr Savage gave her apologies and left the meeting.

15. Land for use as a Burial-Ground.

Cllr Rees gave a report on the progress of the burial-ground. She stated that she was still awaiting a decision on the planning application submitted to Medway Council.

She informed members that the balance of the Section 106 money was approximately £8500.

She spoke regarding the landscaping work and stated that she had submitted an application for a hedging pack from the Woodland Trust.

She stated that she was currently seeking costings for soil preparation work which needed to be undertaken in the Spring.

Reverend John Smith spoke regarding the burial ground and stated that it would be preferable if as much work could be undertaken on the burial ground as possible before it was Consecrated as it would avoid any restrictions.

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

16. Planning Matters.

MC/16/5177 FLANDERS FARM, RATCLIFFE HIGHWAY, HOO ST WERBURGH, ROCHESTER, ME3 8QE
Removal of condition 17 of MC/14/3063 - To retain buildings and hardstanding.

- MC/16/2714 2 ELM TREE COTTAGES, CHATTENDEN LANE, CHATTENDEN, ROCHESTER, ME3 8LG
Extension to existing vehicular crossover.
- MC/17/0158 NULLISEC, MAIN ROAD, CHATTENDEN, ROCHESTER, ME3 8LW
Construction of a single storey detached outbuilding to the rear to form annexe for the sole enjoyment of the dwelling house.
- MC/16/5043 6 BELLS LANE, HOO ST WERBURGH, ROCHESTER, ME3 9HT
Construction of 3 storey 3 bed end of terrace dwelling with associated parking area for both properties.
- MC/17/0269 35 KNIGHTS ROAD, HOO ST WERBURGH, ROCHESTER, ME3 9DT
Retrospective application for installation of an ATM machine.
- MC/17/0375 23 CHATTENDEN LANE, CHATTENDEN, ROCHESTER, ME3 8LE
Construction of single storey extension to front and side with internal alterations - demolition of existing garage.

Cllr Chambers raised concerns about the standard of work being undertaken at a property in Bells Lane and stated that the pavement had been left in a poor condition.

Action: Clerk to liaise with Medway Council.

17. 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.

18. Allotments.

Cllr Perfect stated that concerns had been raised regarding the litter and mud being left on the allotment footpath by the football team. She stated that the mud had left the path slippery and stated that she had spoken to the football team and they had assured her that they would action this. She confirmed that she would monitor the situation and report back to the next meeting.

19. Recreation Grounds.

Kingshill Recreation Ground.

The Chairman stated that Cllr Savage had received concerns regarding the condition of some of the play equipment and the safety surfacing at Kingshill Recreation Ground.

Cllr Williams spoke regarding the play equipment and stated that he had undertaken a site inspection and the climbing net on the play equipment had been stolen, leaving the bolts in place. He confirmed that he was seeking quotations for the replacement net.

It was agreed that the climbing net should be replaced with a vandal proof net.

He spoke regarding the surfacing and stated that when the repairs were undertaken it was only agreed that the potholes would be repaired and the tarmaced surfacing had deteriorated during the winter period.

The Chairman stated that the play equipment annual safety inspections were due to be undertaken in the next month and this would identify the work that needed to be actioned. This was discussed and it was agreed that the Parish Council would await the outcome of the Annual Inspection and consider the work to be undertaken.

Pottery Road Recreation Ground

The Chairman reported that the footpaths on Pottery Road Recreation Ground were also in need of attention as some cracks had opened up during the winter period.

He reported that he had sought a quotation for the installation of the safety signs for the fitness equipment and stated that this was to install four signs on poles at each corner of the equipment area at a cost of £265.00 plus vat, £67 per pole and sign.

This was considered and approved by members (Andrews/Williams).

Hoo Common

The Chairman reported that Parish Warden had now actioned the overgrown brambles at Hoo Common as agreed at the last meeting.

He spoke regarding the parish council’s recreation grounds and suggested that at some point the Parish Council may wish to consider appointing a contractor to landscape the recreation grounds and treat the overgrown vegetation and get this under control. This was discussed and agreed by members.

The Chairman reported that the Warden now had his new strimmer, however it was currently being stored in his home. He stated that the Parish Council needed to consider the storage of the Wardens tools.

This was discussed and it was agreed to place this as an agenda item for the next meeting.

Action: Clerk to place item on next agenda.

20. Ward Councillors Report.

Ward Councillor Roy Freshwater gave his report to the meeting.

21. Urgent Items.

No matters were raised.

22. Date of next meeting.

2nd March 2017.

There being no further business to discuss, the Chairman closed the meeting to the press and public at 9.30pm.

Signed.....

Chairman

Dated.....