

**The Minutes of the Meeting of Hoo Saint Werburgh Parish Council**  
**Held via Zoom on Thursday 4<sup>th</sup> June 2020 at 6.00pm.**

***Councillors present: Chambers***  
***Cutting***  
***Fray***  
***Gissing***  
***Freshwater***  
***Pearce***  
***Perfect***  
***Pratt***  
***Rees***  
***Sands***  
***Tildesley***  
***Williams***

***Also: Parish Clerk, and members of the public.***

***The meeting was chaired by Councillor Tildesley.***

**1. To adopt the amendment to the PC Standing Orders in line with Government Regulations.**

It was proposed by Cllr Williams to adopt the circulated amendment to the Parish Councils Standing Orders in line with the Government Regulations. This was seconded by Cllr Fray and agreed by all present.

**2. Apologies.**

Apologies were received from Cllr Counsell.

**3. Declaration of Interests.**

No interests were declared.

**4. Minutes of the previous meeting.**

The Minutes of the previous meeting were circulated to all present.  
 It was proposed by Cllr Williams to accept these as a true record.  
 This was seconded by Cllr Chambers and agreed by all present.

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

**5. Matters arising from the Minutes.**

**Meeting with VHMC** – The Clerk reported that a meeting between the Chairman of the PC and the Chairman of the VHMC would be arranged when the Covid situation had eased.

***Action: Clerk to progress.***

**6. Public Question Time.**

No matters were raised.

**7. Urgent Matters.**

Cllr Cutting informed members that residents of Hoo had received a letter from Royal Mail outlining new arrangements for the collection of parcels. She stated that they were no longer going to be taken to the local Spar Store, instead they would be taken to the Sorting Office in Rochester and residents would have to collect them from there.

She raised concerns at this arrangement as this would not be a convenient solution for many residents, especially those living at the Marina.

Cllr Rees asked if this decision had been made by the Spar Store or Royal Mail.

Cllr Cutting stated that recently Spar had been refusing to take the parcels as they did not have the space to store them, as a result Royal Mail had made the alternative arrangements, however, the owners of Spar, Blakemore, were unaware of the situation until residents had received the letter. She stated that she was still investigating this to establish the facts.

Cllr Chambers suggested that the issued may have arisen due to staff shortages at Spar, as at present the staff had to leave the shop floor unattended to get the parcels from upstairs.

Cllr Perfect suggested that the Parish Council write to Royal Mail stating that the situation was unsatisfactory, and the service was an integral part of the village. This was agreed.

***Action: Clerk to action.***

Cllr Sands stated that he had also taken this up as a Ward Councillor and he had emailed Spar and Royal Mail.

**8. Chairman's Report.**

Cllr Tildesley stated that he had no matters to raise.

**9. Clerks Report.**

The Clerks Report was noted and discussed by members.

**WHOSE HOO HERITAGE FUND APPLICATION:**

Medway Council are submitting an application to The National Lottery Heritage Fund called 'Whose Hoo'. Medway Council and its partners have developed a series of projects that focus on the culture, heritage, environment, and community of the Hoo Peninsula. We would like to get the views and ideas of residents and local organisations in the area to help make this application a success.

Please take a look at the attached brochure and complete the survey (click on the link below) to give us your ideas and views.

This survey will run until Tuesday 26 May 2020.

[www.medway.gov.uk/apps/surveys/rcc/whoosehoo2020/index.htm](http://www.medway.gov.uk/apps/surveys/rcc/whoosehoo2020/index.htm)

A suggested response to this consultation by Cllr Pearce was circulated to all present.

This was discussed and Cllr Fray stated that she and other members of the NHP Committee had been due to attend a meeting to discuss this in April, however this had been cancelled due to the Covid outbreak, following the Planning Committee meeting yesterday she now understood that a virtual meeting had taken place, however members of the NHP Committee were not informed of this. She stated that MC Officer Dave Harris had indicated that there may still be time to include other projects in the application and he would liaise with the Officer and ask her to contact the PC.

This was discussed and it was agreed that the Parish Council would seek an update on the current situation from Medway Council before any response was considered by the PC.

**Action: Clerk to progress.**

**10. Monthly Financial Statement.**

The Financial Statement was circulated to all members.

This was proposed by Cllr Gissing, seconded by Cllr Pratt , and agreed by all present.

**11. Report from the Finance Audit and General Purposes Committee.**

Members discussed the recommendation from the Finance, Audit and General Purposes Committee to award a grant of £1584.00 to the Youth Club, towards the summer holiday activities planned for Hoo in July/August.

This was discussed and it was recognised that the planned activities may be affected by the Coronavirus Pandemic and therefore it was proposed by Cllr Chambers to award the grant subject to the activities taking place, this was seconded by Cllr Sands and agreed by all present.

**Action: Grant of £1584.00 approved for the Hoo Youth Club for their summer activities in Hoo.**

**12. Report from the Environmental Committee.**

The minutes of the Environment Committee were proposed by Cllr Pearce, seconded by Cllr Perfect and agreed by all present. There were no recommendations to consider.

**13. Report from the Planning Committee.**

Cllr Sands spoke regarding planning related matters.

**APPLICATIONS RECEIVED**

MC/19/3078    3 Balls Cottages, Main Road, Chattenden, Rochester, Medway  
Construction of a 1-bedroom eco holiday home to rear.

MC/20/1114    1 Briar Lane, Hoo St Werburgh, Rochester, Medway, ME3 9FQ  
Construction of a single storey side extension projecting forward with link to garage.

MC/20/1040    Kingsnorth Works, Unit 240, Main Road, Rochester, Medway  
Prior Notification of a proposed part change of use from business (Use Class B1) to a children's nursery.

Cllr Sands reported on a meeting that was held between the PC Planning Committee and Medway Council Officers regarding the HIF Bid proposals and development on the Peninsula. He stated that there was a reluctance by Medway Council Officers to share all of the information regarding the HIF Bid until the conditions of the GDA, Grant Determination Agreement, had been met. He stated that he was frustrated with Medway Council and the lack of information forthcoming from them.

Cllr Williams spoke regarding the questions raised by the Planning Committee in relation to the issues with parking and the parking policy associated with new developments, the number of houses built through predatory development.

Members discussed the proposed railway for the Peninsula and questioned whether this would be of benefit to the area in relation to its cost.

Cllr Freshwater stated that he had raised the issue of overspend concerns associated with the railway and MC Officers had confirmed that this was a matter currently being discussed by them.

Cllr Williams spoke regarding improvements to health and social care and stated that Medway Council had confirmed that they were in discussions regarding this.

Cllr Sands reported that these decisions were down to the Advisory Board for the HIF Bid and he felt that the representation on the Board was not a fair representation of the Peninsula, therefore he had asked to be included on this panel.

The Chairman thanked Cllr Sands for his report.

He referred to a Summary Report from the Planning Committee and asked members to consider the recommendations from this.

#### **Planning for growth on the Hoo Peninsula Response by the PC.**

Cllr Tildesley reported that the Planning Committee had met on two occasions to consider the two draft responses to this document, one from Cllr Williams and the other submitted by Cllr Pearce. He stated that the recommendation from the Planning Committee was to accept the report from Cllr Williams as the official response to the consultation by Hoo Parish Council.

Cllr Pearce spoke regarding this recommendation, he stated that he had now amended his report further, and therefore proposed that this was now submitted as the response from the Parish Council. This was seconded by Cllr Rees.

Cllr Chambers raised concerns that the proposed response by Cllr Pearce had not been seen by all members. The Clerk clarified that this was due to the final amended version of Cllr Pearces document being circulated by him, to all councillors on email, on the evening before the meeting.

Cllr Fray raised concerns that the Planning Committee met on two occasions, and a vote by the Planning Committee took place to formulate a recommendation to full council, and therefore it was that proposal that should be considered. She stated that following the vote at the Planning Committee meeting, Cllr Pearce then amended his document further without being asked to do so.

This was discussed and concerns were raised that the third draft of the document was being considered when this matter had already been discussed and determined by the Planning Committee.

The Clerk confirmed that the deadline for the submission of the Parish Councils response was Friday 5<sup>th</sup> June 2020.

Cllr Sands stated that he had chaired the Planning Committee meeting when the decision was made, he stated that this matter had now become personal and he proposed an amendment to the tabled proposals, that the Parish Council submit both documents at its response to the Planning for Growth on the Hoo Peninsula Consultation.

This was seconded by Cllr Rees.

Cllr Fray raised concerns regarding this, she proposed an amendment to the proposal, that the Parish Council considers the recommendation by the Planning Committee and submitting both reports as the PC response, thereby giving members the opportunity to vote on the original proposal put forward by the Planning Committee, as she believed in democracy. This was seconded by Cllr Gissing and agreed by members.

The Chairman asked members to vote on whether they wished to put forward both responses to Medway Council and vote on the recommendation by the Planning Committee.

A vote was cast in favour of submitting both reports to Medway Council by ten votes to two. It was therefore agreed that the Parish Council would submit the documents by Cllr Williams and Cllr Pearce as the Parish Councils response to the Planning for Development on the Hoo Peninsula Consultation.

***Action: Clerk to progress.***

### **Joint Parish Meeting**

Cllr Tildesley spoke regarding the recommendation from the Planning Committee to set up a meeting and invite neighbouring parish councils to attend and work together regarding the Medway Council Local Plan.

This was discussed and it was proposed by Cllr Williams to accept this proposal, this was seconded by Cllr Perfect and agreed al present.

Cllr Sands states that he would take this forward on behalf of the Parish Council and set up the meeting.

***Action: Cllr Sands and Clerk to progress.***

### **Communication with Residents.**

Members considered the recommendation to send regular communications to residents, to keep them updated on the PC position and action regarding development in the area.

This was discussed, and it was agreed that a bi-monthly newsletter should be sent to all residents to keep the updated-on Parish Council activities.

Following a discussion, it was agreed that Cllr Gissing would draft the newsletter and seek the assistance of Cllr Pearce if necessary. (Sands/Williams)

It was agreed that quotations would be sought for the distribution of the newsletter to ensure that it was circulated to all residents on the parish.

**Action: Cllr Gissing and Clerk to action.**

**14. Parish Council Policy Review.**

The Chairman stated that this was now being followed up by the FA&GP Committee.

**15. Ward Councillors Report.**

Medway Councillor Ron Sands gave his report to the meeting.

He reported that he was in discussion with Amazon regarding lorries parking on verges, and artic units being left on all night, he stated that they were aware of this, and had sent out over 400 letters to HGV vehicles, this involved 78 different companies.

The problems that were being caused by the lorries were discussed by members.

Cllr Sands suggested that the Parish Council set up a meeting with Amazon and Goodman’s, the landowner, to discuss the ongoing issues regarding the lorries, and the waste that they are leaving in the verges and fields. This was agreed.

**Action: Clerk to invite representatives from Amazon and Goodman’s to attend a meeting with the PC.**

**16. Neighbourhood Plan Report.**

Cllr Cutting gave a report on the progress of the Neighbourhood Plan.

She stated that a Zoom meeting of the NHP Group was due to take place on 10<sup>th</sup> June 2020.

**17. Date of next meeting.**

Date of next meeting – Thursday 2<sup>nd</sup> July 2020.

***There being no further business to discuss, the Chairman closed the meeting to the press and public at 7.55pm.***

Signed.....

Chairman

Dated.....