



Cliffe and Cliffe Woods Parish Council

17 Graveney Close, Cliffe Woods, Rochester, Kent ME3 8LB

☎ 01634 566166

✉ clerk@cliffeandcliffewoods-pc.gov.uk

Parish Clerks: Mrs Alex Jack, Clerk/PO and Mrs Helen Symmons, Locum RFO

To all Parish Councillors, you are summoned to attend the meeting of Cliffe and Cliffe Woods Parish Council to be held on **Thursday 20th February 2025, 7.30 pm at the Emmanuel Centre, Cliffe Woods ME3 8HX**

AGENDA

1.0 **Apologies for Absence**

2.0 **Declarations of Interest** Disclosable Pecuniary Interests under the Code of Conduct for Parish Councils.

A councillor, who declares a pecuniary interest may not participate in discussion or vote on the matter. If an interest is not declared at the outset of the meeting, it should be disclosed as soon as the interest becomes apparent Dispensation may be requested in writing to the Clerk (Proper Officer) who under certain circumstances will allow a councillor to speak and vote on the matter.

3.0 **Co-option – Currently two vacancies for Cliffe Woods Ward.**

Adjournment (Members of the public can put questions to the Parish Council and raise issues, (30 minutes max, limit of 10 minutes per person).

4.0 **Approval of Minutes of Meeting held on 16/01/25**

5.0 **Matters Arising from Minutes of Meeting on 16/01/25**

6.0 **Report: Clerks**

7.0 **Report: Chair (Cllr B Dibble)**

8.0 **Report: Finance & General Purposes (Cllr Wyatt)**

The F&GP committee met on 11/02/25 and was attended by Cllrs. R Wyatt (Chair), K Kentell (Vice Chair), J Darwell, B Dibble, S Fenney, R Letheren, J Wenban & both Clerks. Minutes attached.

To note financial reports (to 31/01/25):

- a) Recommendations to full Council from F&GP Committee
 - i) Bank Reconciliation for December 2024
 - ii) Receipts and Payments for January 2025
 - iii) Adoption of Tree Management Policy
 - iv) Reviewed Terms of Reference for F&GP & Planning Committees
 - v) Tree survey for risk management, quotes to be received by Clerk/PO
- b) Other items of note from F&GP Committee (no decisions required)
 - i) Revision of tax base rates for 2025/26 by Medway Council changed agreed Band D figure of £43.56 to £43.67. An increase of 7p (0.2%) on last year's figure of £43.60.
 - ii) Bank reconciliation checks are in progress
 - iii) EMR created for parish events
 - iv) Clerk/PO annual appraisal in progress.

9.0 **Report: Council Assets (Cllrs Kentell/Letheren/Wenban/Wyatt/Clerk/PO)** – includes Allotments, Play Areas, Changing Rooms, Bus Shelter, Car Park and Buttway.

10.0 **Report: Planning Committee (Cllr Fribbins)**

The planning committee met on 30/01/25 and was attended by Cllrs. Fribbins (Chair), Harper, McDermid, Wenban.

10.1 Applications reviewed:

- a) **TPA/25/0130** - G1 - Oak - Remove close to ground level and treat stumps to inhibit regrowth. **6 Bronte Close Cliffe Woods ME3 8TZ** – No comment required.
- b) **TPA/25/0133** T1, T2, T5 -Sycamore - re balance crown by reducing by approximately 2-3 M all round Ash - re balance crown by reducing by approximately 2-3 M all round. **The Coachouse Rectory Road Cliffe ME3 7RP** – No comment required.

- c) **MC/25/0139** - Details pursuant to condition 21 (Lighting) on planning permission MC/24/0279 for Construction of 25 dwellings with associated landscaping, parking, earthworks and new vehicular access from View Road. **Land South Of View Road Cliffe Woods** – No comment required.
- d) **MC/25/0138** - Details pursuant to condition 27 (Landscape Management Plan) on planning permission MC/21/1694 for construction of 68 residential dwellings including affordable housing, Associated vehicular parking, landscaping, open spaces, drainage and earthworks and formation of a new access from View Road. **Land South of View Rd** – No comment required.
- e) **MC/25/0101** - Details pursuant to condition 53 (additional parking to serve bowls club) allowed on appeal APP/A2280/W/22/3313673 (MC/22/0254) for Outline application with all matters reserved except for (access) for a residential development of up to 250 dwellings and a mixed-use community hub together with associated infrastructure including public open space and community facilities comprising a replacement sports ground and pavilion, with accesses from Church Street , Cooling Road and Buttway Lane. **Land To The East And West Of Church Street Cliffe** – No comment required. (This is a matter for the Bowls Club to negotiate with Trenport).
- f) **MC/25/0072** - Construction of first floor side extension. **3 Hilton Road Cliffe Woods ME3 8LA** – No comment required.
- g) **MC/25/0033** - Details pursuant to condition 28 (Signposting) on planning permission MC/21/1694 Construction of 68 residential dwellings including affordable housing, associated vehicular parking, landscaping, open spaces, drainage and earthworks and formation of a new access from View Road. **Land South Of View Road Cliffe Woods** – No comment required.
- h) **MC/24/2445** - Construction of a single storey rear infill extension. **1 Gattons Farm Cottages Cooling Street Cliffe ME3 7UA** – No comment required.

Application outside Parish:

- i) **MC/25/0006** - Outline application with some matters reserved (appearance, landscaping, layout and scale) for demolition of existing buildings, the erection up to 800 dwellings (use class C3), 2-Form Entry primary school, mixed use local centre (use class E and F2), retirement living (use class C2), associated works and public open space. Approval is sought for the principal means of vehicular access from Lower Rochester Road and Higham Road, **Land Off Lower Rochester Road, Wainscott**.

Comment sent: Although this development is outside of the Cliffe and Cliffe Woods Parish Council, it will have a major impact on the main route to the villages of Cliffe and Cliffe Woods:

- a) Major disruption during the construction
- b) Significant additional pressure on the junction with the A289 (London Bound/return)
- c) Additional pressure on the junction with Brompton Farm Road/Hollywood Lane/Hoo Road (Four Elms Roundabout) as only access to Hoo/Medway Tunnel. Alternative access via Higham Road is restricted by speed bumps along its length.
- d)The additional pressure will be generated on the Highparks Medical Practice which covers the proposed development area (consultation is currently underway on the proposal by the practice to close one of their surgeries at Higham (1 of 4). Therefore the Parish Council would object to this proposal.

Ongoing developments/issues:

10.2

- a) **Land adjoining 4 View Rd, Cliffe Woods** – possible enforcement action by Medway Council against unauthorised enclosure and dumping of waste materials on land. Further planning application for non material amendment. Dangerous overhanging fence onto pavement reported, Medway Council attended to make safe.
- b) **Trenport – 250 dwellings, Land to the East & West of Church St, Cliffe** – No meeting arranged, although discussions held with Medway Council Planning and they have been reminded of need to discuss with the Parish Council as well. Asset of Community Value – land value c. £8m+.
- c) **Redrow 1 – Oakleigh Fields, Town Rd, Cliffe Woods** – Online teams meetings for development s106 funding for bus service. £691k allocated, over 5 years, but now Arriva do not propose a demand responsive solution, Medway have the view that it could be allocated better. Cllr Fribbins and the Chair raised the issues with the current service (supported by Medway Cllrs Turpin and Williams) –

- Service should extend to Cliffe to assist longer term commercial viability (usage, post s106 money)
- Problems with frequency and reliability of current service discourage use and encourage use of the car (especially during afternoon and lack of service later in the evening, although recently extended to 7:30pm by Esquire1 s106 funding).
- 1/2 hourly rather than 1+ hourly encourages use and 'worth waiting' if service missing.

The funds available may lead to one or two extra services only - Publicity will be required from Medway/Arriva and the Parish Council.

- PROPOSAL PUBLISHED.

- d) **S106 Sporting facilities in Cliffe Woods** – Online teams meeting with Clerk, Chair and Vice Chair with Medway Planning Officer to discuss a s106 contribution of £256,000 designated specifically for enhancing sports facilities in Cliffe Woods. Parish Council have submitted a response with a priority of a MUGA and changing rooms refurbishment.
- e) **Redrow 2** – Development approved by Medway Council.
- f) **Esquire 1 – Woodlands, Town Rd, Cliffe Woods** – Onsite meeting held re issues with bordering trees/planning commitments – nothing further.
- g) **Esquire 2 – 68 homes, Land South of View Rd, Cliffe Woods** – Mud and debris issues on road reported. Site meeting with Esquire/Parish Council/Ward Cllr/Medway Council Planning 11/2/25.
- h) **Esquire 3 – 25 homes, Land off View Rd, Cliffe Woods** – Nothing further
- i) **Neighbourhood Plan** – Effectiveness of the Plan to be tested on next major application which is Trenport.
- j) **APCM land, Station Rd, Cliffe** – Community meeting held 25/1/25.
Further applications received since meeting: tba

10.3

11.0 **Report: Other Committees/Panel**

- 11.1 Footpaths and Common Land – Cllr Wyatt
- 11.2 Personnel Panel – Cllrs Fenney/Walton/Wyatt
- 11.3 Social and Digital Media – Cllr Bishop

12.0 **Report: Other Bodies**

- 12.1 Cliffe and Cliffe Woods Community Trust – Cllrs Bishop/Fribbins/Kentell/Walton
- 12.2 Cliffe Woods Community Association – Cllrs Fribbins/Walton
- 12.3 Cliffe Memorial Hall – Cllr Darwell
- 12.4 Brett's Liaison - Cllrs Darwell/Fribbins/Kentell/Letheren/McDermid/Wenban
- 12.5 Rural Liaison Committee - Cllr Wyatt
- 12.6 Kent Association of Local Council (KALC) (Medway) – Cllrs Harper/McDermid
- 12.7 Patient Participation Group (Cliffe/Cliffe Woods/Higham/Wainscott) –Cllrs Fenney/McDermid
- 12.8 Events

13.0 **Other Reports** – to be handed to the Clerk for the next meeting on 20/03/25 at the Emmanuel Centre, Cliffe Woods.

Alex Jack, Clerk/PO, 13/02/2025