

# CLIFFE AND CLIFFE WOODS PARISH COUNCIL

Minutes of Annual Parish Meeting held at  
Cliffe Woods Primary School, Cliffe Woods  
Thursday 7<sup>th</sup> April 2011

The Chairman of the Parish Council, Councillor K Kentell, took the chair

NB: In the interests of space and in view of the large number of delegates present at the meeting, the various reports have been summarised below in bullet point form. If more detail is required, please contact the Parish Clerk in the first instance:

✉ [clerk@cliffeandcliffewoods-pc.gov.uk](mailto:clerk@cliffeandcliffewoods-pc.gov.uk)  
or ☎ 01634 566166

## PARISH COUNCILLORS PRESENT

Councillors K Kentell (Chair), C Fribbins (Vice Chair), J Darwell, M Emblin, L Mills, J Moss, G Moore, S Collins, S McDermid, R Hunt, L Bush, A Taylor,

The meeting opened at 7.30 pm.

NO	ITEM
1.0	<b>NOTIFICATION</b> The notification of the meeting was read by the Parish Clerk, Mrs A Jack
2.0	<b>APOLOGIES FOR ABSENCE</b> Apologies were received from Cllr. Jim Corrigan, Cllr. Jim Wenban, Roger Brown, Mike Courts, Mary Hooper, Paul Kingman, Chrissie Keeley, Dawn Hance, Ray Swatton, Chris Asplin, Tim Watson, Dianne Foreman, Lindsay Hartney, Monica Ewart and Mrs Barr.
3.0	<b>MINUTES &amp; ACTIONS OF LAST ANNUAL PARISH MEETING HELD ON 06/04/10</b> No Minutes available. The Chairman advised that there were no matters arising following last year's meeting.
4.0	<b>CHAIRMAN'S REPORT</b> (Presented by Cllr. K Kentell) <ul style="list-style-type: none"><li>◆ Welcome to all present</li><li>◆ Difficult year for the Parish Council due to Clerk replacements.</li><li>◆ Councillors stepped in to cover the clerks duties until replacements were found</li><li>◆ In May 2010 joint Clerks were appointed to reduce the risk of temporary cover.</li><li>◆ Mrs Alex Jack was appointed Clerk (PO) in May along with addition of a Clerk (RFO) role.</li><li>◆ The RFO subsequently resigned and was replaced in August by Mrs Laura Farrelly.</li><li>◆ Both Clerks have now successfully completed their 6 month probation in their roles</li><li>◆ During the year, 2 councillors (Janet Keates &amp; Melinda Smith) resigned and 1 was removed for non-attendance (Les Wicks). Thank you to them for all their contributions they brought to the Parish Council.</li><li>◆ The Parish Council welcome 3 new Parish Councillors . Samantha Collins in Cliffe and Sue McDermid and Ray Letheren in Cliffe Woods.</li><li>◆ Despite lots of upheaval, the Parish Council has been able to still achieve a lot.</li><li>◆ Installed new computer support for the finances/allotments/payroll &amp; planning</li><li>◆ New computer printer for the clerks duties</li><li>◆ Upgraded our website <a href="http://www.cliffeandcliffewoods-pc.gov.uk">www.cliffeandcliffewoods-pc.gov.uk</a> and are making extensive use of email to keep Councillors informed between meetings and</li></ul>

	<p>dealing with our residents and public bodies</p> <ul style="list-style-type: none"> <li>◆ The BMX/Skate Park has been opened at Cliffe . Over £50,000 was raised for this with contributions from Youth Opportunity Fund, Veolia, EON, Medway Council, Rural Liaison Fund, alongside the Parish's contribution</li> <li>◆ In Cliffe Woods, there have been several incidents with the car park barriers. These have now been fixed and surface repairs have taken place with line painting to follow with additional disabled bays.</li> <li>◆ There is an on-going project to provide changing rooms &amp; public toilets (limited key access) at the Cliffe Recreation ground.</li> <li>◆ This the last annual parish meeting of the current council as the four-year term ends on the 5<sup>th</sup> May 2011.</li> <li>◆ Jim Corrigan will not be standing for health reasons. The Parish Council thank him for his contributions over many years.</li> </ul>
5.0	<p><b>FINANCE REPORT</b> (Presented by Cllr. C Fribbins) Brief outline given of income and expenditure for year ended 31<sup>st</sup> March 2011, Highlighting various items of income and expenditure. Accounts subject to audit. Clerk advised that finance sheets showing current income, expenditure and balances available on request</p>
6.0	<p><b>PLANNING REPORT</b> (Presented by Cllr. C Fribbins)</p> <ul style="list-style-type: none"> <li>◆ The planning committee meet on a monthly basis to consider planning applications and associated consultations.</li> <li>◆ This year we have considered approx. 65 applications, evenly split between Cliffe and Cliffe Woods (one was just outside the Parish).</li> <li>◆ Of these nearly 40 were within the village envelope and about 25 were outside - it should be noted that a significant number of these were from one applicant on one site</li> <li>◆ The Bretts Group applications for additional lorry movements have been put on hold due to the economic situation. Medway Council turned down the application and they instructed their officers to investigate a 20mph limit in Cliffe Woods. Bretts had offered some traffic calming at the entrance and exit to Cliffe Woods. We continue to press the need for measures in other parts of the B2000 as well</li> <li>◆ Earlier in 2010 we had seen the completion of the Public Inquiry into the Thameside Terminal Development (formerly Connoco) and although the inspector upheld the enforcement notices and gave the site users up to 2 years to vacate the site an application has been made in the High Court for a judicial review . which is due anytime now.</li> <li>◆ We have also brought a number of developments that have been built without planning permission to the attention of Medway Council Planning Department</li> <li>◆ Planning continues along the same lines as normal, but there are potential issues on the horizon with the Government's Localism Bill, so we will have to see what that brings.</li> </ul>
7.0	<p><b>CLIFFE PAROCHIAL CHARITIES REPORT</b> (Presented by Cllr. K Kentell)</p> <ul style="list-style-type: none"> <li>◆ The Trustees meet on a regular basis to consider requests for donations.</li> <li>◆ In the last twelve months, four grants have been made to schools and individuals for educational purposes.</li> <li>◆ As in previous years Trustees approved payment of a winter heating grant of £60 . this was given to 50 elderly residents of the Parish.</li> <li>◆ The Trustees are always keen to assist individuals or organisations in the Parish that may require assistance. All applications are treated in the strictest of confidence</li> </ul>

8.0	<b>REPORTS FROM OTHER BODIES (GIVEN BY REPRESENTATIVES)</b>
8.1	<p><b>Buckland Lake Reserve &amp; Fishery</b> (Presented by Doug Hilton)</p> <ul style="list-style-type: none"> <li>◆ Buckland Lake Reserve is looking forward to a really good 2011</li> <li>◆ 10<sup>th</sup> Anniversary of having owned the lake and reserve</li> <li>◆ First seven years were a difficult struggle . over the worst and can continue with project</li> <li>◆ Main aim is for wildlife and for people</li> <li>◆ Awarded a %Gold+aware from Kent Wildlife trust in 2009 and the Environmental Award at Windsor last year.</li> <li>◆ Delighted to have purchased the most important building in the world history of conservation, the Sir Peter Scott Lighthouse by the Wash in Lincolnshire.</li> <li>◆ The world famous %Snow Goose+Story written by Paul Gallico in 1050 was based on this lighthouse.</li> <li>◆ Therefore renaming the %Buckland Lake Reserve Trust+to the %Snowgoose Wildlife Trust+</li> </ul>
8.2	<p><b>2<sup>nd</sup> Cliffe Scout Group</b> (Presented by Gavin Taylor)</p> <ul style="list-style-type: none"> <li>◆ Leaders needed</li> <li>◆ There is a waiting list for Beavers</li> <li>◆ Mini bus needs repairing but it is too expensive</li> <li>◆ Fundraising continues to maintain the Scout Hut</li> </ul>
8.3	<p><b>Cerebral Palsy Care:</b> (Report submitted by Erica Dockwray)</p> <ul style="list-style-type: none"> <li>◆ Its been a tough year for CPC Kent but the charity is looking forward to a brighter future.</li> <li>◆ Our current projects continue . Smiley Steps centre/Life Skills group/Day Centre and home care services department</li> <li>◆ New projects are underway which have been made possible by the support of various organisations. These will be announced in the very near future, when completed.</li> <li>◆ CPC rely solely on voluntary donations and fundraising events to keep the centre open.</li> </ul>
8.4	<p><b>CLIFFE BOWLS CLUB:</b> (Presented by Bob Goodbody)</p> <ul style="list-style-type: none"> <li>◆ Celebrating 60<sup>th</sup> year . 1951 - 2011</li> <li>◆ Celebrating by holding two dances during the season and presenting all our opponents with 60<sup>th</sup> Anniversary pennants to hang in their clubhouses</li> <li>◆ The outdoor season starts with the first match on the 23<sup>rd</sup> April</li> <li>◆ 73 friendly fixtures which take us through to the 1<sup>st</sup> October</li> <li>◆ Cliffe Bowls Club also enter a Gravesend and Medway triples league, County and National competitions, as well as holding their own club competitions.</li> <li>◆ Membership last season consisted of 57 men, 30 ladies, 4 juniors and 7 honorary members making a total of 98 members.</li> <li>◆ Always open to new members, both expert and beginners.</li> <li>◆ Two qualified coaches available.</li> </ul>
8.5	<p><b>CLIFFE FIRE BRIGADE:</b> (Presented by Wayne Harrison)</p> <ul style="list-style-type: none"> <li>◆ A crew of 12 operational fire fighters currently serves Cliffe Fire Station.</li> <li>◆ Not been able to recruit any new fire fighters for over a year now as KFRS has put a hold on recruitment due to the impending change from retained to part time contracts</li> <li>◆ All retained contracts are due to change to a more rigid part time contract on</li> </ul>

	<p>the 1<sup>st</sup> June 2011 and those who have met the eligibility criteria will transfer over</p> <ul style="list-style-type: none"> <li>◆ Due to lack of flexibility in the new system, it looks at this time as if Cliffe will lose 50% of their qualified fire fighters.</li> <li>◆ Without recruitment this has led to availability dropping considerably which is now used as a positive reason for the changes in contract.</li> <li>◆ Cliffe Fire Station's availability has dropped to approximately 50% as a result of these changes, which are in contrast to previously reported figures of 85% - 90% that have been commended by divisional commander and group managers.</li> <li>◆ Called out to 74 incidents between 1<sup>st</sup> April 2010 to 31<sup>st</sup> March 2011.</li> <li>◆ 19 of these incidents were within the parish and 55 off own station ground</li> <li>◆ Still looking into finding a replacement Flagpole as the current pole base is showing signs of deterioration. Unfortunately the station has not been able to secure funding for a replacement of such an important part of the station</li> </ul>
8.6	<p><b>CLIFFE MEMORIAL HALL</b> (Presented by Lynne Bush)</p> <ul style="list-style-type: none"> <li>◆ Records show an increase in bookings.</li> <li>◆ Heating has been a bit of a problem this winter . seeking three quotes for new boiler.</li> <li>◆ Applying for a grant to incorporate both the boiler and new windows</li> <li>◆ Thank you to all those who suffered whilst heating was irregular</li> <li>◆ Large floor is being sanded and resealed in the summer holidays and the small hall the same at a later time.</li> <li>◆ Vandalism has decreased this year, with only four broken windows . assumption that the Ball Court and Skate Park has helped give the children a better and fitter interest.</li> <li>◆ Sadly, having to say goodbye to our Chairperson . Mr Reg Higgins due to ill health.</li> <li>◆ Any persons interested in joining the Memorial Hall committee to contact the secretary Mrs A Saunders 01634 221718</li> </ul>
8.7	<p><b>CLIFFE CHRISTIAN MISSION:</b> (Report submitted by Christine Keeley)</p> <ul style="list-style-type: none"> <li>◆ Location and Sunday meeting times</li> <li>◆ Monday evenings host Youth Bible Study. Incorporate social activities.</li> <li>◆ Wednesday &amp; Thursday evenings host %small groups+for a combination of bible study, discussion and friendship</li> <li>◆ This Easter holidays hosted 4<sup>th</sup> Media based children's club called %Dream TV+ . this gave the children an insight into broadcasting</li> <li>◆ Free car wash in front of Village Club provided last summer</li> <li>◆ Mission's news and photos on <a href="http://www.cliffemission.co.uk">www.cliffemission.co.uk</a></li> </ul>
8.8	<p><b>CLIFFE PRE-SCHOOL:</b> (Report submitted by Dawn Hance)</p> <ul style="list-style-type: none"> <li>◆ Busy Pre-school has been serving the local community for 23 years</li> <li>◆ Over 50 wonderful children on the register</li> <li>◆ Brilliant track record with good Ofsted reports.</li> <li>◆ Last Ofsted was in March and can be viewed at <a href="http://www.ofsted.gov.uk/reports">www.ofsted.gov.uk/reports</a></li> <li>◆ Opening hours 9.30am-3.30pm Monday . Friday with very popular lunch club</li> <li>◆ Regular special events throughout the year</li> <li>◆ Visitors always welcome</li> <li>◆ Never too early to register your child</li> </ul>
8.9	<p><b>CLIFFE ROYALS FOOTBALL CLUB:</b> (Report submitted by Paul Fenney)</p> <ul style="list-style-type: none"> <li>◆ Cliffe Royals Football Club are now in their 26<sup>th</sup> year</li> </ul>

	<ul style="list-style-type: none"> <li>◆ Having one of their most successful seasons in the Medway Messenger Sunday Football League and the newly formed Medway Messenger Youth League</li> <li>◆ The club continues to push forward, working towards its charter standard</li> <li>◆ Actively looking to promote football at the youngest age group in an attempt to bring back mini soccer to Cliffe</li> <li>◆ Also pursuing a project that will see changing facilities return to Cliffe Recreation Ground</li> <li>◆ This season also saw the re launch of the Cliffe Royals FC website . <a href="http://www.clifferoyalsfc.co.uk">www.clifferoyalsfc.co.uk</a></li> </ul>
8.10	<p><b>CLIFFE SWINGERS:</b> (Presented by Maggie Lipscombe)</p> <ul style="list-style-type: none"> <li>◆ Small group who meet as friends for an afternoon of TLC, tea, laughter and cakes</li> <li>◆ Everyone brings a raffle prize to the meetings</li> <li>◆ When there is £50 in the raffle box, the group all suggest organisations to donate the money to.</li> <li>◆ A closed group and have decided not to have further members at the moment.</li> </ul>
8.11	<p><b>CLIFFE WOODS ACTIVE RETIREMENT ASSOCIATION (ClifARA)</b> (Presented by Ian Downes)</p> <ul style="list-style-type: none"> <li>◆ Waiting list of over 70 people</li> <li>◆ Hold meetings on the 4<sup>th</sup> Wednesday of the month</li> <li>◆ Meet each week for keep fit, art, short mat bowling and line dancing.</li> <li>◆ Also host a coffee morning, a quiz, computer classes and book club each month</li> <li>◆ There are also coach outings each month with trips to the theatre being very popular.</li> <li>◆ Holidays and short breaks are also arranged.</li> <li>◆ Candle light dances and cabaret evenings are also an annual event.</li> <li>◆ This is known as Active Retirement! Families complain they are never at home!</li> </ul>
8.12	<p><b>CLIFFE WOODS COLTS F.C</b> (Report submitted by Ray Swatton)</p> <ul style="list-style-type: none"> <li>◆ Last season achieved its highest award . when Mens 1<sup>st</sup> team reached the final of the Kent Junior Cup</li> <li>◆ The Youth section is now a well-established area.</li> <li>◆ This year trying to recruit new younger teams into the club . primarily at under 8s, 9s and 10s.</li> <li>◆ The club are still helping in the upkeep of the pavilion on the recreation ground</li> <li>◆ Unfortunately the building was broken into and vandalised so this has caused some disruption.</li> </ul>
8.13	<p><b>CLIFFE WOODS COMMUNITY ASSOCIATION:</b> (Presented by Ian Downes)</p> <ul style="list-style-type: none"> <li>◆ The hall is regular used by 14 community groups and hired by private individuals for childrens parties and family events</li> <li>◆ CWCA also supports Cliffe Woods Football Club through the PC Grant</li> <li>◆ The Cliffe Woods Social Club continues to lease the bar area</li> <li>◆ Most significant achievement has been the installation of green energy heat pumps which replace the old oil-fired boilers</li> <li>◆ Thank you to members of ClifARA for help with maintenance and decoration of hall</li> <li>◆ Now employ a gardener to maintain grounds</li> <li>◆ Thank you to all staff and volunteers of the community centre for all their hard work and support</li> </ul>

8.14	<p><b>DICKENS COUNTRY PROTECTION SOCIETY:</b> (Presented by Chris Fribbins)</p> <ul style="list-style-type: none"> <li>◆ Formed in 1972 (39 years) to fight plans for an oil refinery on the Cliffe marshes and continue to influence local, regional and national planners</li> <li>◆ Area of benefit is the old Strood Rural district council, this takes in the Hoo peninsula</li> <li>◆ On a regular basis, every planning application in the area of benefit is reviewed and comments made where appropriate.</li> <li>◆ Current concerns include development on the Hoo peninsula, especially Chattenden, airport proposals and now a Lower Thames Crossing near Chalk/Shorne.</li> <li>◆ DCPS membership is just £3 per year and £5 for a family.</li> <li>◆ Holding a barn dance in Buckland Farm Barn on the 21<sup>st</sup> May</li> </ul>
8.15	<p><b>FRIENDS OF THE NORTH KENT MARSHES:</b> (Report presented by Cllr. Gill Moore)</p> <ul style="list-style-type: none"> <li>◆ Very Busy Year . Helped Organise The Cliffe Village Fayre last Summer and also helped with the RSPB Wildlife and Country Fair at Northward Hill</li> <li>◆ Would like to thank all those that helped and attended to make both events such a success</li> <li>◆ Thank you to Medway Council and Landowners for upgrading existing and new permissive footpaths and bridleways</li> <li>◆ Attended many meetings and public enquiries . including Thameside terminal and the Mayor London Plan</li> <li>◆ Keeping a close eye on any plans for a new lower Thames Crossing</li> <li>◆ Website . <a href="http://www.northkentmarshes.org.uk">www.northkentmarshes.org.uk</a></li> </ul>
8.16	<p><b>MEDWAY COUNCILLORS:</b> (Presentation from Cllrs Peter Hicks and Tom Mason)</p> <ul style="list-style-type: none"> <li>◆ Big thank you to the Parish Council</li> <li>◆ Cllr Hicks has conversed with the Parish Council and managed to provide funding to help with Town Road Path</li> <li>◆ Cllr Hicks has conversed with the Parish Council to help get CCTV installed at Cliffe Woods Car Park</li> <li>◆ Assisted with the Speed Watch</li> </ul>
8.17	<p><b>MEDWAY COUNCIL YOUTH SERVICE DETACHED TEAM</b> (Report submitted by Lindsay Hartney)</p> <ul style="list-style-type: none"> <li>◆ Busy summer programme of activities and workshops from Hoo School.</li> <li>◆ A group of young people from Cliffe put in a tremendous effort in raising money for BBC Children In Need. The grand total raised was £374.26.</li> <li>◆ Continue to run detached sessions on Tuesday nights from 6pm-9pm and Wednesdays 3.30 . 6.30pm</li> <li>◆ Over the last year have been running a mobile job shop to assist young people in CV writing and college applications</li> <li>◆ Continue to run a cyber baby project with young people who are keen to experience what is involved with caring for a baby.</li> <li>◆ Run projects taking young people from the village to use facilities of Strood Youth Centre which include a climbing wall and music studio</li> </ul>
8.18	<p><b>RSPB NORTH KENT MARSHES</b> (Report presented by Rolf Williams)</p> <ul style="list-style-type: none"> <li>◆ 2010/11 has been an especially busy year</li> <li>◆ Six out of the eight are new in post</li> <li>◆ Under contract form the Environment Agency . been designing the new Great Bells Farm reserve on Sheppey</li> <li>◆ Winter Wetland bird survey was recently concluded and data is being uploaded for analysis</li> <li>◆ The RSPB is working closely with Medway Council and the tourism</li> </ul>

	<p>association.</p> <ul style="list-style-type: none"> <li>◆ The RSPB met with South East Regional Officers to discuss Results of North Kent Visitor survey and form a strategy</li> <li>◆ The Strategy will prioritise projects . mainly for Cliffe Pools and Northward Hill- to address access, facilities, interpretation and promotion</li> <li>◆ RSPB have secured funding to develop an education and visitor facility</li> <li>◆ Significant developments are taking place at Cliffe Pools . New Sluices and the Council is about to resurface and re-landscape the approach road. RSPB is also installing improved fencing along the main entrance</li> <li>◆ Shorne Marshes is currently the best quality grazing marsh</li> <li>◆ RSPB is monitoring extremely closely the Kent County Council proposal for a third Thames Crossing in the area</li> <li>◆ All the reserves are in excellent condition thanks to a lot of hard work. None of this would be so if it weren't for the support of our membership and the practical help of our volunteer work party, residential volunteers and graziers.</li> </ul>
8.19	<p><b>THE PARKS MEDICAL PRACTICE:</b> (Report submitted by Monica Ewart)</p> <ul style="list-style-type: none"> <li>◆ The extension to the Cliffe Woods Surgery is now complete</li> <li>◆ This work have given the surgery four new consulting rooms and additional admin space on the first floor</li> <li>◆ Working towards an online repeat prescription service via computer system to make life easier for IT minded patients</li> <li>◆ New system will also include the facility to sent text message reminders of appointments, which will hopefully cut down the number of missed appointments</li> <li>◆ There has been an increased demand for appointments and there have also be an incredible number of DNA's (Did Not Attend)</li> <li>◆ The phlebotomy service has now moved to local surgeries. Hold clinics three times a week . two at Cliffe Woods and one at Wainscott</li> <li>◆ Medway Community Healthcare (MCH) now manages the Anti-coagulation service. MCH now hold Warfain-monitoring clinics once a week at each surgery</li> <li>◆ Quality and Outcome Framework (QOF) results have been good again for this year. Continue to achieve maximum clinical and non-clinical points. Results will be displayed in surgeries</li> </ul>
8.20	<p><b>ST HELEN'S CEP SCHOOL:</b> (Report submitted by Mrs V Barr)</p> <ul style="list-style-type: none"> <li>◆ The School maintains strong link with St Helen's Church and continues to promote it's status as a Christian school to prospective parents</li> <li>◆ Our Governing body is now at full complement and works tirelessly to ensure the school is both supported and challenged</li> <li>◆ Presently have 7 full time teachers and 9 teaching assistants</li> <li>◆ Parking is a continuous problem and one parent, who is also one of the governors have been proactive in finding a solution</li> <li>◆ The Friends of St Helen's has a new Chair, Mrs Kirsty Atkinson and Vice Chair, Mrs Laura Farrelly (also a governor) who both bring enthusiasm and originality to the table</li> <li>◆ The Children of St Helen's continue to make good use of their village surroundings to extend their learning.</li> </ul>
9.0	<p><b>PUBLIC QUESTIONS AND ANNOUNCEMENTS</b></p>
9.1	<ul style="list-style-type: none"> <li>◆ Cllr Chris Fribbins announced that due to nominations for Cliffe Ward being over the required 8, Cllrs. Gill Moore and Joan Darwell have decided to withdraw their Parish nominations. Cllr Fribbins wanted to thank them on behalf of the Parish Council for all the hard work they have dedicated over the years and with the PC will continue to keep strong links with them via Friends</li> </ul>

		<p>of North Kent Marshes</p> <ul style="list-style-type: none"> <li>◆ An announcement was made that the unveiling of Lena Kennedy's plaque will take place on the 16<sup>th</sup> April</li> <li>◆ An announcement was made that Cliffe Village Fair will take place on the 2<sup>nd</sup> July</li> <li>◆ Cllr Fribbins announced that the Parish website can be updated to include a community calendar and this could be introduced into the Clarion too.</li> <li>◆ Mr Brian Mooney asked the question as to whether the Parish Council would support his concerns over the manning of the Cliffe Fire Station and the threat of closure maybe in the future.</li> </ul>
10.0		<b>RESOLUTIONS</b>
	10.1	Cllr Chris Fribbins proposed the indication of support of Cliffe Fire Station and the importance to see the facility remain. <b>ALL AGREED</b>

The meeting closed at 10.00 pm.

LMF 11/05/2011