



## CLIFFE AND CLIFFE WOODS PARISH COUNCIL

Draft Minutes of Meeting held at the Small Memorial Hall, Cliffe  
on Thursday 1<sup>st</sup> September 2011

### PRESENT

Cllrs. Chris Fribbins (Chairman) (CF), Ken Kentell (Vice Chairman) (KK), Mrs Lynne Bush (LB), Alan Taylor (AT), Dave Green (DG), Ian Petrie (IP), Mrs Lisa Mills (LM), Mrs Margaret Emblin (ME), Robert Hunt (RH), Ray Letheren (RL), Mrs Sue McDermid (SM), Jim Wenban (JW), Mrs Julie Moss (JM)

Parish Clerk: Mrs A Jack

The meeting opened at 7.40 pm.

| NO   |            | ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | ACTION BY  |
|------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|
| 56.0 |            | <b>APOLOGIES FOR ABSENCE</b><br>Cllrs. Colin Elliott (family), Mrs Sam Collins (family), Clerk Mrs Laura Farrelly (holiday) <b>ACCEPTED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |            |
| 57.0 |            | <b>DECLARATIONS OF INTEREST</b><br>JM . Cliffe Fire Brigade                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |            |
| 58.0 |            | <b>APPROVAL OF MINUTES</b><br>Minutes of Parish Council Meeting held on 4 <sup>th</sup> August 2011 were approved as presented. Proposed CF, Seconded AT <b>ALL AGREED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |            |
| 59.0 | 59.1       | <b>ADJOURNMENT</b><br>Mr Jim Hancock, Associate Governor, and Erika Collison of Medway LINK gave a brief talk on the role of Medway LINK. Councillors were given the Annual Report 2010/11, a leaflet to join the Medway LINK and the Newsletter. Other matters discussed were the possible amalgamation of Medway Maritime Hospital with Darent Valley Hospital, engaging with GP surgeries, local social and health care. Councillors raised concerns regarding the amalgamation, the six week appointment waiting time in Cliffe Woods and the poor elderly care given at Medway Hospital. Mr Hancock advised public views will be sought regarding the hospital amalgamation after the feasibility study has been completed and other concerns should be put into writing. A Community Engagement Meeting is to be arranged for October. SM will forward our concerns to Medway LINK. The Parish Council thanked both for their attendance. | SM         |
|      | 59.2       | <b>Co-option of Parish Councillor:</b><br>Co-option of Mrs Joan Darwell to the vacant position in the Cliffe Village Ward . proposed KK, seconded JW . <b>ALL AGREED.</b> (JD made the National Code of Conduct declaration and this was countersigned by the Clerk (PO)). Clerk (PO) to advise Medway Council Electoral Services.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Clerk (PO) |
| 60.0 |            | <b>MATTERS ARISING FROM MINUTES OF MEETING ON 04/08/11</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |            |
|      | Oct 19.2.7 | Claim for the high vis vests and Court costs was served by Medway County Court on 27/08/11 and the defendants have until 10/09/11 to reply.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Clerk (PO) |
|      | Mar 83.12  | CF will do the sign for the Ball Court as soon as possible.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | CF         |
|      | May 9.2    | Cliffe Play Area repair to scramble net: 2 quotes have now been received, both around £1,000 each. JW suggested another option involving an anchor plate so that the net could be more easily replaced                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | JW         |

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|      |            | in the future and will look into the costings for this and report back.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                |
|      | July 39.3  | Litter bins have now been installed at the Skate and Ball Parks in Cliffe. Copy invoices forwarded to P Bown.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                |
|      | July 39.4  | See report under later item 65.4.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                |
|      | July 40.1  | See report under later item 62.6.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                |
|      | 50.1 Aug   | Cliffe Woods Car Park barrier sign damage: Driver contacted but has disputed incident and would like evidence of CCTV footage and witness details, also vehicle is used by his employees and he is unsure who was driving that day. Clerk (PO) to contact Kent Police again to see if this is possible and reply.                                                                                                                                                                                                                                                                                                             | Clerk (PO)     |
|      | 50.2.3 Aug | Alison Munck informed and will advise of any future developments at the Salt Lane, Cliffe site.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                |
|      | 51.3 Aug   | Invoices have been forwarded to P Bown.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                |
|      | 51.4 Aug   | See report under later item 62.4.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                |
|      | 51.5 Aug   | LB advised that funding applications have now been sent to various other bodies - £49,900 is needed for all projects.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                |
|      | 51.6 Aug   | Email has been sent to Medway Council asking if there is any funding available for Queen's Diamond Jubilee events next year. Awaiting response.                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Clerk (PO)     |
|      | 52.1 Aug   | Reminder letters have been sent out to allotment holders to ensure their plots are tended and rents have been paid.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                |
|      | 54.1 Aug   | Damaged disabled sign at Cliffe Woods Car Park: See later report under item 62.7.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                |
|      | 54.2 Aug   | Photo still needed of Caretaker for the website. Also one needed of JD who will supply her own to CF.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Clerk (RFO)/JD |
|      | 55.2 Aug   | John Haddaway was advised of our intention to have a Police liaison page on our website should he wish to forward any news articles.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                |
|      | 55.3 Aug   | See Adjournment Item 59.1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                |
| 61.0 |            | <b>REPORT: CLERK</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                |
|      | 61.1       | List of correspondence was emailed, delivered and circulated. Additional correspondence received as follows:<br>61.1.1 Medway LDF consultation documents and poster. Clerk (PO) to put poster on our notice boards                                                                                                                                                                                                                                                                                                                                                                                                            | Clerk (PO)     |
|      | 61.2       | Clerk (PO) reported on matters arising and dealt with since last meeting, main points to note:<br>61.2.1 RL covered the Caretaker's duties whilst he was on holiday. CF proposed a vote of thanks, seconded KK . <b>AGREED.</b> M Johnson has advised he hopes to be back to work in November.<br>61.2.2 CF and the Clerk visited the storage container. No Minutes books were found but CF subsequently located them in the Medway Council archives dating to 1999. We now have a full set.<br>61.2.3 Clerk reported a problem receiving emails as we had exceeded the 5,000 storage limit per user, CF was able to rectify. |                |

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|      |      | <p>61.2.4 We were advised that sadly one of our past Councillors had passed away. Harold Weavers had been on the Parish Council for 45 years from 1946 to 1991. A wreath was sent and CF and Mrs Gill Moore, along with other former parish councillors, attended the funeral.</p> <p>61.2.5 LM has asked to stand down from some of the Committees. JD has advised she will join Planning, Bretts Liaison, Footpaths and Common Land and Police Liaison.</p> <p>61.2.6 Resident Nigel Moore contacted the Parish Council to ask for a litter bin which is being used as a dog bin to be re-sited from outside his window. Forwarded to Medway Council.</p>                                                                                                                    |                                 |
| 62.0 |      | <b>REPORT: FINANCE &amp; GENERAL PURPOSES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                 |
|      | 62.1 | Receipts and payments up to date. The bank accounts reconciled to previous month. The Clerk (RFO) has advised we are in line with budget. There is £67 outstanding from allotment rents for this year. Total receipts were £80 allotment rents and £424.37 VAT reclaim.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                 |
|      | 62.2 | <p>Approval of the following payments for September:</p> <p>Glasdon (bins and ground kits) £495.45 (Chq. No. 2507)</p> <p>RBS Solutions (Software maintenance fee) £237.60 (Chq. No. 2508)</p> <p>Princess Posies (H Weaver funeral wreath) £35 (Chq. No. 2509)</p> <p>Action with Rural Communities (Parish Council/ village halls membership) £85 (Chq. No. 2513)</p> <p>Alex Jack (additions and exps for August) £xx (Chq. No. 2510)</p> <p>Laura Farrelly (additions and exps for August) £xx (Chq. No. 2511)</p> <p>Dave Clark (additions and exps for August) £xx (Chq. No. 2512)</p> <p>Alex Jack (August wages) £xx s/o</p> <p>Laura Farrelly (August wages) £xx s/o</p> <p>Dave Clark (August wages) £xx s/o</p> <p>Proposed CF, Seconded JW . <b>ALL AGREED</b></p> |                                 |
|      | 62.3 | <p>RLG update:</p> <p>The Parish Council are expecting £1528.50 plus £495.45 for the Glasdon bins purchase. CF has contacted Medway Council and confirmed that this expenditure would be eligible for RLG funding. We have also agreed to ask for funding for safety flooring around the Skate Park. KK and JW suggested a type of corrugated mat which they have seen is available from ACO landscaping Systems and will follow this up for a quote.</p>                                                                                                                                                                                                                                                                                                                      | <p>Clerk (RFO)</p> <p>KK/JW</p> |
|      | 62.4 | <p>Projects . Skate Park:</p> <p>Gravity have visited the site and carried out yearly maintenance work, however the extent of the work is unknown. Email sent requesting details of this. Details also needed of their maintenance schedule to be itemised. They have sent a quote for the vandalism hole for £650.00 + VAT. Further quotes to be sought for comparison. Agreed that JW fix with a hard setting resin at a much lower cost.</p>                                                                                                                                                                                                                                                                                                                                | <p>Clerk (RFO)</p> <p>JW</p>    |
|      | 62.5 | <p>Projects . Football Changing Rooms:</p> <p>Plans are being prepared by John Liddiard . ongoing.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                 |
|      | 62.6 | <p>Cliffe Recreation Ground:</p> <p>Quotes received for the posts to cover the gap at the entrance to the Recreation Ground with cheapest from Twenty Four Hour Engineering Ltd. for £392.00 + VAT. To accept this quote . Proposed KK, Seconded RL . <b>ALL AGREED</b>. AT to liaise and agree the work.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | AT                              |
|      | 62.7 | <p>Cliffe Woods Car Park:</p> <p>AT suggested using the Probation Payback team to undertake the work</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                 |

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|      |       | to straighten the disabled parking sign under his supervision with a cost of 2-3 bags of cement from B&Q at £4.99 per bag. He would also try and re-site the post so as to avoid future damage. Proposed AT, Seconded CF . <b>ALL AGREED.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | AT               |
|      | 62.8  | Action with Rural Communities membership:<br>This is cheaper if sought in association with our two local community halls and is £85. Proposed CF, Seconded KK . <b>ALL AGREED.</b> CF to provide details of CWCA Secretary to Clerk (PO) so that the form can then be sent.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | CF<br>Clerk (PO) |
|      | 62.9  | KALC Training Courses:<br>Awaiting response from KALC (Medway) as to whether there are other Medway Councillors who may like to attend a local event. Councillors who would like to attend scheduled events should advise the Clerk (PO) so that they can be booked now. Date of the Dynamic Councillor course is 19/11/11 at Lenham, either morning or afternoon. Cllr Petrie has asked to attend.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | All              |
|      | 62.10 | <b>Date of next Finance &amp; General Purposes Committee Meeting:</b><br>4 <sup>th</sup> October 2011, 7.30 pm . Small Memorial Hall, Cliffe (kitchen)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                  |
| 63.0 |       | <b>REPORT: ALLOTMENTS, RECREATION GROUND &amp; CARETAKER, CHILDREN'S PLAY AREAS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                  |
|      | 63.1  | Allotments:<br>JM & LM have inspected the site and there are some allotments which have not been worked and are overgrown. Suggest letters be sent to the plot holders concerned and to those who have not yet paid their rent. Notice to Quit to be sent to H Devani and H Kilally . Proposed JM, Seconded LB . <b>ALL AGREED.</b> Vandalism reported with vegetables being damaged and thrown over into the Recreation Ground.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Clerk (PO)       |
|      | 63.2  | Skate Park:<br>Graffiti is back again. JW has removed it from the sign with white spirit.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                  |
| 64.0 |       | <b>REPORT: PLANNING</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                  |
|      | 64.1  | Planning applications: CF presented the following planning applications with proposed comments:<br><b>MC/09/1747 – Bretts Chalk Lake Infill</b> . Notice of update to submission. %Additional report on salinity changes, salt loads, pollutants and impact on the SPA and RAMSAR sites+. Moved: no comment.<br><b>MC/11/2074 – 7 Ham River Hill, Cliffe Woods ME3 8EX</b> -<br>Construction of a single storey front/side/rear extension (demolition of existing outbuilding/resubmission of MC/11/1284) . Moved: no objection.<br><b>MC/11/2097 – 12 Reedham Cres, Cliffe Woods ME3 8HT</b> .<br>Construction of a single storey extension and double gates to front .<br>Moved: The Parish Council have no concern about the extension to the property however wish to object to the plans for gates. This would be a detraction from the street scene and against the policy of open front gardens in the majority of the village and in particular on that road.<br><b>MC/11/2190 – 81 View Road, Cliffe Woods ME3 8UG</b> . Construction of a two storey side extension and re-location of entrance door to front elevation (demolition of existing porch) . Moved: No objection, but ask the planning authority to ensure highways sightlines are maintained and parking provision is sufficient.<br><b>MC/11/1961 – Land rear of 23,25,29 View Road, Cliffe Woods</b> . |                  |

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|      | <p>Outline application with some matters reserved (appearance and landscaping) for the construction of two detached houses with detached garages and associated access drive and hard standings . Moved: No objection.<br/> <b>MC/11/2058 – 1 Rectory Cottages, Rectory Road, Cliffe ME3 7RP</b> - Construction of conservatory to side . Moved: No objection.<br/> <b>MC/11/2068 – 45 Reedham Cres, Cliffe Woods ME3 8HT</b> - Part conversion of existing integral garage into habitable room . Moved: The Parish Council would want the planning authority to ensure that adequate on-site parking remains.<br/> <b>MC/11/2061 – 3 Wadlands Road, Cliffe ME3 7RD</b> . Construction of a single storey extension to the existing rear garage to facilitate the conversion into habitable living accommodation together with extension to existing conservatory and construction of single storey extension to provide linked access between house and proposed annexe . Moved: Although we recognise the need for additional accommodation for the relative this site does not appear suitable and the council wish to raise concerns regarding this application. The garage does not appear to be adequate for living accommodation being single-skinned. The use of this would be to the detriment of amenity of local residents (especially No. 5) and appears to leave the site short of parking spaces (and we would question the claim in the planning application that there are six car parking spaces).<br/> Proposed LB, Seconded RL . <b>ALL AGREED</b></p> |     |
| 64.2 | <p>Medway Local Development Framework (LDF) Publication: CF advised the Draft Core Strategy and updated Statement of Community Involvement received. Also an update to Interim Sustainability Appraisal (Incorporating SEA Consultation 30/08/11 to 5pm 14/10/11. There will also be consultation about the development brief for the proposed new settlement at Lodge Hill, Chattenden. There will be a presentation at the Rural Liaison meeting on 27/09/11. All Councillors have the opportunity to assess the documents and should submit any comments to CF by 28/09/11 for consideration at the Planning Committee meeting on 29/09/11. A draft response will be presented at the Parish Council meeting on 06/10/11 for approval. Guidance notes available from the CF, this stage of the LDF is about legal compliance, soundness (justified, effective or consistent with national policy).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | All |
| 64.3 | <p><b>Date of next Planning Committee Meeting:</b><br/> 29<sup>th</sup> September 2011, 8.00 pm - Small Memorial Hall, Cliffe (kitchen)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |     |
| 65.0 | <p><b>Report – Other Committees</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |     |
| 65.1 | <p>Parish Car Parks:<br/> It was reported that some car owners are parking within the disabled and hatched access areas of the car park without displaying a disabled badge. This limits parking for those drivers who are disabled and restricts access when parking in the hatched areas. KK advised parking cannot be enforced by the Police but they have suggested contacting Medway Council.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |     |
| 65.2 | <p>Clarion and Website:<br/> Articles are required for an Autumn edition of the Clarion. Expected articles to date are for Medway LINK, the late Harold Weavers, proposed youth clubs and the Queens Diamond Jubilee celebrations. The website is up to date and the 2010/11 Audit Report is available for free.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | All |

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|      | 65.3 | Footpaths and Common Land:<br>Mrs Gill Moore raised an issue regarding Pickles Way, Cliffe behind Church Close and North Road. A property there have lifted their fence and pushed out rubble and bricks onto the commonland. This has been reported to Adam Taylor at Medway Council for further investigation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |          |
|      | 65.4 | Youth Liaison Committee:<br>RH reported that the Committee have met with Lindsay Hartney, Medway Council Youth Worker (detached) and Lesley Kent, Cliffe Preschool, also attended. They would like to restart youth clubs in Cliffe and Cliffe Woods. An article is planned for the next edition of the Clarion to gain response from the local community. The clubs could be on alternate months in Cliffe and then Cliffe Woods. Ideas are required for activities they can provide and volunteers are needed to help run them. Ideally 3 or 4 adults required per night.<br>Lindsay advised that she has a number of Cliffe youth who would like to progress the Youth Committee/Youth Parish Council suggestion.<br>Agreed to progress with Lindsay.<br>CF proposed a meeting be held at the end of Oct/early Nov in Cliffe to discuss both the Youth Clubs and the Jubilee celebrations, Seconded RH . <b>AGREED</b> | RH/SD/CE |
| 66.0 |      | <b>REPORT: OTHER BODIES</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |          |
|      | 66.1 | Bretts Liaison:<br>Minutes from the meeting on 17/08/11 have now been circulated.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |          |
|      | 66.2 | KALC (Medway Area Committee):<br>RH attended meeting on 17/08/11 and reported that R Brammer has requested an email from our Parish Council advising our concerns on the fire service issues. This will then be added to the responses received from other Parish Councils and sent as one letter to KFRS detailing all concerns as a whole so that it may have more impact. CF advised he will respond to R Brammer. Response is required by 13/09/11.                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | CF       |
|      | 66.3 | Police Liaison:<br>Clerk (PO) reported that PCSO David Potten has advised there will be two Neighbourhood Engagement meetings to discuss any problems and concerns and are for all residents. They are on 03/10/11 . 5.30-6.30 pm at the Emmanuel Centre, Parkside, Cliffe Woods and 7.00-8.00 pm at St Helen's House, Cliffe. Their contact no. for more information is 07772226214.<br>JD reported air rifle shooting of birds above a property in Reed Street, Cliffe has been investigated by the local Police.                                                                                                                                                                                                                                                                                                                                                                                                       |          |
| 67.0 |      | <b>Other Items to be handed to Clerk for next meeting</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |          |
|      | 67.1 | Funding for Christmas trees above shops in Cliffe Woods                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | KK       |
|      | 67.2 | Christmas Tree Festival at St Helen's Church                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | KK       |
|      | 67.3 | B2000 white lining and cat's eyes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | ME       |
|      | 67.4 | No dog fouling signs for Cliffe Woods Play Area                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | ME       |

The meeting closed at 10.00pm.

**NEXT MEETING:**

**6<sup>th</sup> October 2011 – 7.30 PM – PRIMARY SCHOOL, VIEW RD, CLIFFE WOODS**