

CLIFFE AND CLIFFE WOODS PARISH COUNCIL

Minutes of Meeting held at Cliffe Small Hall

Thursday 04/02/2010

PRESENT

Councillors K Kentell (Chair), C Fribbins (Vice Chair), L. Bush, J. Darwell, J. Keates, L.Mills, G.. Moore, J.Moss, M. Smith, L Wicks (Arrived at 7:45pm)

Mr A.Parfett (Parish Clerk)

ABSENT

The meeting opened at 7.38 pm.

NO		ITEM	ACTION BY
1.0	1.1	APOLOGIES FOR ABSENCE Councillors Wenban, Taylor, Emblin, Corrigan	
	1.2	Resignation of Cllr Cunningham Announcement from Chairman that Cllr Debbie Cunningham has resign with immediate effect. The Chairman stated that Cllr Cunningham had done a fantastic job while chair of the FGPC and would be missed from by the Parish Council, Cllr Fribbins requested that the Clerk writes to Cllr Cunningham and thank her for her involvement and to ask Mrs Cunningham if she would continue to be part of the youth involvement group as a non-Parish Council representative as her involvement has been of great value.	
2.0		DECLARATIONS OF INTEREST No declaration of interest received	
3.0		APPROVAL OF MINUTES	
	3.1	Minutes of meeting held on 7 th January 2010 approved as presented Proposed Cllr Kentell Seconded Cllr Fribbins Carried	
	3.2	Cllr Keates Stated that although not present at the December meeting she was unhappy with the presentation of the minutes. Cllr Fribbins explained that December meeting had been briefer than normal due to the weather conditions.	
4.0		ADJOURNMENT	
	4.1	Presentation to Mr Gavin Meeser Cllr Fribbins presented Mr Gavin Meeser, Former-Clerk of the Parish Council an engraved tankard in appreciation of the work he had done during his time in office. Mr Meeser thanked the Parish Council and said that it was much appreciated.	
	4.2	Mrs Shelly Cockle, Karen Mew and Joanne Gear attended the meeting to highlight the issues affecting residents in and around Chester Road and St Helens Road Cliffe as well as area around Village and outside School. The ladies highlighted that there was a small minority of people who were acting irresponsibly some of the irresponsible behaviour was linked to a minority of dog walkers not cleaning up after their dogs and other instances where glass was being broken in the road on a regular basis. The ladies felt that the glass and the dog mess	Clerk to write to Medway Council Cllr Fribbins to add article to

	<p>both presented a risk to children playing in the area and requested Parish Councils support on this issue. Cllr Fribbins gave a reply stating that the Parish Council was doing what it could to improve the situation but it was our own community causing the problem and the Parish Council will contact Medway Council to see if there is any improvements we can get in the road cleaning in Cliffe, especially the fact that the sweeper only comes round every two weeks and there is also an issue with bins not being emptied. Other contributing factors are that bins are being put out too early and they are spilling out. Cllr Fribbins also stated that it was important to contact the police and report any anti social behaviour such as the glass breaking. Cllr Fribbins to place article in the Clarion.</p> <p>Posters for Notice Boards could be produced by the School Children. Clerk to Contact School to see if this is possible.</p>	Clarion
4.3	PCSO Sue Fuller and Colleague attended the meeting but were too late to hear the concerns from 4.2 above After a brief summing up by Cllr Kentell PCSO Fuller and Colleague left the meeting to check out the glass breaking incidents and to see if she could make contact with the 3 ladies.	
5.0	MATTERS ARISING	
5.1	See January 5.4 Heritage plaque: Cllr Moore to contact Angela Smith	
5.2	See January 5.7 Insurance: Clerk has contacted Aviva, Zurich and Allianz As this is a specialist insurance and these 3 Insurance companies are the ones with a bespoke package. However it is not possible to contact any of the 3 insurance companies direct as they all have brokerage agreements and the contact is through their preferred Brokers. Clerk has information from all 3 Clerk will present information to FGPC in due course in good time before renewal is due	Clerk
5.3	See January 6.1 Salting and Grit bins. Cllr Kentell requested the Clerk to find costings for Grit bins and spoke of the necessity for the bins before next winter. Cllr Kennet also pointed out that if we were to place grit bins then the grit must be for the use of everyone in the community. We could supply the grit but we would not be responsible for gritting this was down to the individual to use the grit supplied in a sensible manner	Clerk
5.4	See January 6.2 Youth issues group, Cllr Keates proposed the setting up of a Parish Youth Council Seconded by Cllr Bush carried	Cllr Keates
	There was also less complaints regarding the Parkside area but it was recognised that there was a need for a more positive youth image in the area, instead of a concentration on the minority yob culture.	
5.5	See January 6.3 Dog Issues in Village Cllr Darwell expressed the concern that there had been too high a level of alarm expressed over some incidents concerning dogs and that the problem with dog fouling was limited to a minority of irresponsible dog owners that tarnished all dog owners and might become an anti dog issue if not carefully handled.	
5.6	See January 8.3 Clerk to find out if planning permission would be required for improvements to car park layout.	Clerk
6.0	Special items and reports	
6.1	Standing orders. Cllr Fribbins addressed meeting concerning updating of standing orders which had now been completed and sent to all	Cllr Corrigan

		Councillors. Cllr Fribbins Proposed acceptance of revised standing orders Cllr Hunt seconded carried	
	6.2	Community safety: Cllr Kentell spoke of plans to carry out a feasibility study on CCTV installation at Cliffe Woods Car park, Cllr Wicks identified areas in Cliffe already earmarked for CCTV and which had Medway Council backing but was unaware of the installation at Cliffe woods Cllr Kentell produced an email from Medway council and read it to the meeting in which it was stated that an approval for the feasibility study had been given. Cllr Wicks to follow up on CCTV project.	Cllr Wicks
7.0		REPORT (CLERK)	
	7.1	Correspondence	
		7.1.1 1002/01 Salt Lane Parking issues. David Petcher Medway Council Traffic Engineer is setting up meeting and wished for representation from Parish Council. Cllr Moore to respond.	Cllr Moore
		7.1.3 1002/03 Reply from NS&I signatories have been changed.	
		7.1.4 1002/04 Letter from Doctor Grace Already e-mailed to Cllrs thanking them for the kind words expressed in his card and letter from the Parish Council on his retirement after 35 years as our Doctor. Dr Grace has written a short letter which he wishes to be published in the Clarion so he can say goodbye to the community	Cllr Fribbins
		7.1.5 All other relevant emails have been passed onto Cllr during course of the month.	
	7.2	Clerk has so far had 4 visits from BT open reach to resolve the issue regarding slow internet speed. Not resolved. So far Changed internet provider, rewired all phone lines in house checked all line to exchange and server, Cllr Fribbins has assisted by improving computer set up and changed system to wireless to resolve issues brought up by BT. Still only getting 35 kbps. Problem ongoing. Parish Council e mail account is server based and this is also the problem as all access to e-mails including archives was on line. This has now been changed as it was shown to be very restrictive and dependent on internet access.	Clerk
	7.3	Notice board sign are in place	
8.0		Report Finance and general purposes committee	
	8.1	Updated figures as follows, as at 02/02/10 (NB: bank statements reconciled up to 31/12/09): Opening balance £73,276, Precept £28,000, Income £1,287, Grants received £14,800, VAT refunds received £909.83, Revenue expenditure £27194 Capital expenditure NIL, Grants paid £8,776, VAT paid £1116, Balance on hand £80223.21 Bank statement reconciled up to 31/12/09	
	8.2	Car park barrier: Installation in progress. Contractor request additional £100 for increased groundwork after disclosure from Clerk of soil condition. Total cost now £3340 +VAT Cllr Smith Proposed Seconded by Cllr Kentell Carried	
	8.3	Spending on Rural Liaison Fund Grant RLF monies currently available £8,840 (4,000 already received, £4840 needs to be applied for before 31/03/10). If monies not spent , danger of future cuts,	Clerk to Progress

	<p>List of Projects in priority order</p> <ol style="list-style-type: none"> 1. Salt Bins 2. Skate park 3. Youth Shelter 4. Car Park Cliffe Woods 5. Play facilities (Small children) 6. Trees 7. Fencing 8. Car park improvements 9. Lighting (Ball park) <p>Other suggested projects had been discounted for various reasons Clerk to send list with estimates to Medway</p>	
8.4	<p>8.4.1 Draft Budget and precept. Cllr Smith explained to the meeting that the FGPC committee had re-looked at the Precept proposed a cut in grant to the village halls to reduce precept down to £30390 from the £34390 provisionally agreed at last months meeting. This would decrease the percentage rise in precept from 23% down to 9%. Cllr Fribbins explained that the grant had only been agreed last year and without the grant both Village halls especially CWCA would be struggling. Cllr Fribbins also explained the financial cost to the individual parishioner was extremely small and that Cliffe and Cliffe Woods still received one of the lowest Precepts on the Peninsula. Cllr Fribbins raised an amendment that the Parish Council apply for the full £34390 as provisionally agreed. Seconded by Cllr Keates Carried (3 Abstentions)</p>	Clerk to action
8.5	<p>Payments by cheque The following cheque payments were approved: # 2204 £125.72 Ray-Dor Signs for Notice board signs # 2206 xxxxx A. Parfett Itemised phone bill # 2208 £77.50 Cliffe Woods School Hall and Staff Room hire # 2209 £432 Thames Self Storage Lock up # 2210 £2500 Cliffe Memorial hall support grant # 2211 £2500 Cliffe Woods Community Association support grant # 2212 xxxxx A. Parfett Salary and expenses- January 2010 # 2214 xxxxx D. Clark Wages and expenses . January 2010 # 2215 £78.08 HM Revenue Proposed Cllr Smith seconded Cllr Fribbins Carried. Please note 3 cheques cancelled 2205, 2207 and 2213. Due to errors</p>	
8.7	<p>Changes of Signatories to NS&I account final signatories Done. Removal of Debbie Cunningham from both accounts</p>	Clerk to action
8.8	<p>Invoice for Medway Council Heather Marsh has invoiced CCWPC for £44850(See November 5.9 machinery for transferring playground capital funds to Medway Council) Signatories to completed form for NS&I when balance cleared write cheque to Medway Council</p>	Clerk to Action
8.9	<p>Date of Next Finance & General Purposes Committee Meeting: Tuesday 2nd March 2010, Cliffe Woods Primary School, 8pm</p>	
9	<p>REPORT – RECREATION GROUND AND ALLOTMENTS</p>	
9.1	<p>New play area construction underway. Contractors experiencing slight problems with ground conditions Due to adverse weather also on site meeting attended by Cllr Keates identified that gate could not be moved from present position.</p>	

10		REPORT - PLANNING	
	10.1	<p>Planning applications: Cllr Fribbins presented the following planning applications with proposed comments</p> <p>10.1.1 MC/09/2254: 26 Graveney Close Cliffe Woods Construction of conservatory to side. No objection.</p> <p>10.1.2 MC/09/2723: 17 View Road Cliffe Woods; Construction of porch with ramp to front and Dormer Window with Juliet balcony to first floor side to facilitate a loft conversion (rooflight to sides resubmission of MC2009/0430). No objection.</p> <p>10.1.3 MC/09/2574 Wagon Lodge and Granary at Manor Farm West Street Cliffe Construction of single storey link to facilitate the change from agricultural building to 6 one bed-roomed holiday units and store; Bin Storage; associated car parking; new agricultural drive and closure of existing track way No objection.</p> <p>The above planning recommendation were proposed by Cllr Fribbins and seconded by Cllr Keates carried.</p>	
	10.2	Thames side public Enquiry commenced on 26 th January and will sit for 12 days ongoing Cllrs have been given a running update by e-mail as there has been Cllrs present every day so far and Cllr Fribbins is going to be able to give evidence for the Parish Council on 10 th February.	Cllr Fribbins and Keates
	10.3	<p>Medway planning permission decisions</p> <p>10.3.1 MC/09/1406 Newlands Farm station Road Cliffe planning permission for extended occupation of caravans approved.</p> <p>10.3.2 MC/09/1781 Cliffe Pools planning application for 2 Sluices has been withdrawn.</p> <p>10.3.3 MC2008/0942 Construction of a pair of semi detached dwellings at 4 Tennyson Avenue. Following a refusal of planning permission an appeal has now been made to the secretary of state</p>	
	10.4	Concerns expressed by residents over new road being constructed between Cliffe and Cliffe Woods were dispelled by Cllr Fribbins who explained it was the upgrade of existing footway By-way helping to improve the safety of pedestrians and linking the two villages by improved public footpath.	
	10.2	<p>Date of next Planning Committee Meeting: 8 pm Thursday 25th February 2010 at 5 Englefield Crescent Cliffe Woods</p>	
11		REPORT – FOOTPATHS AND COMMONLAND	
		Already reported under 10.4 above	
12		REPORT – CLIFFE WOODS CAR PARK	
		Already covered concerning CCTV feasibility study has been approved.	
13		REPORT – RURAL LIAISON	
		There had been 4 break-ins but police had now caught person in connection with these break-ins. All Crime should be reported. Undercover patrols now operating in area. More police have been trained to use hand held speed guns. Expect	

		and increase in speed checks on B2000.	
14		REPORT CLARION	
		Next issue February /March Cllr Keates to assist Cllr Fribbins	
15		REPORT -- KALC	
		No report	
16		REPORT – OTHER BODIES	
	16.1	Greening the Greenway Shorne to Shore exercise linking the green spaces together Shorne to Shore workshop power point presentation already sent to Cllr by e-mail. Cllr Fribbins Gave informative summary of presentation.	
	16.2	Cllr Keates reported back on e-on meeting	
17		ANY OTHER BUSINESS	
		Bollard Needs replacing at the Buttway. Clerk to contact Medway Council	Clerk
		Church is re-laying an area of pathway in front of Church	

The meeting closed at 9.55 pm.

AP14/02/10

**NEXT MEETING:
THURSDAY 4th March 2010, Cliffe Woods School, 7.30PM**
