

Hoo St Werburgh and Chattenden Parish Council

The Minutes of the Meeting of Hoo Saint Werburgh and Chattenden Parish Council
Held at Pottery Road Village Hall on Thursday 5th September 2024 at 7.00pm.

Councillors present: Barton
Dunkley
Francis
Fray
Hopson
Mitchell
Sands
Sparkes
Tildesley
Williams
Wood

Also: Sherrie Babington - Parish Clerk, Police and members of the public.

The meeting was chaired by Councillor Sands.

1. Apologies.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

Apologies were received, and reasons for absence accepted from Cllrs Styles (holiday) Chester (holiday) Pearce (work), Cutting (holiday), Gissing (work), Koroma (holiday).

2. Declaration of Interest.

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.

No declarations of interest were received.

To consider any Dispensation requests received by the Parish Clerk and not previously considered.

No dispensations were considered.

3. Approval of the minutes of the previous meeting.

To consider the minutes of the previous meeting and if in order sign as a true record.

The Minutes of the previous meeting were circulated to all present.

It was proposed by Cllr Dunkley to accept these as a true record, seconded by Cllr Williams and agreed by all present.

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

4. Matters arising from the Minutes.

a. Chattenden Consultation.

Consultation – Return date was 19th July.

Nine responses have been received. These will be forwarded to Chairman and Chair of the FA&GP Committee for review.

5. Public Participation.

To discuss any questions received by members of the public.

No matters were raised.

6. Police and PACT Report.

To receive a report regarding police matters and the PACT.

The Police attended the meeting and gave their report to members.

7. Urgent Matters (if any with the Chairman's consent).

To consider any urgent matters raised by members.

No matters were raised.

8. Financial Matters.

a. To consider the monthly financial statement.

Financial Statement will be circulated in paperwork at PC meeting.

The bank balances and payments were considered by members, these were approved, proposed by Cllr Gissing, seconded by Cllr Chester, and agreed by all present.

The Clerk reported that the bank signatories needed to be updated as these were out of date and some of the current signatories were no longer on the PC.

A resolution was therefore passed to give authority for the Clerk to update the bank signatories and write to the Coop bank in relation to the existing signatories that were no longer parish councillors. This was proposed by Cllr Fray, seconded by Cllr Dunkley, and agreed by all present.

Action: Clerk to action.

9. Clerks Report.

To receive the Clerks Report.

Meeting concerning road safety outside of Hundred of Hoo Academy

All interested parties have been contacted regarding a meeting to discuss the concerns raised about road safety outside of the school. Dates offered by the school for a meeting were discussed, however it was noted that these fell within half term, therefore the Clerk was asked to contact the school to clarify these.

Action: Clerk to action.

Four Elms Place – Hoo

Further to your e-mail to Vince, please see response below from David Dodd who is the Council's Highway Adoption Manager:-

“The current situation for the Abbey Homes development off Peninsula Way, Hoo (Four Elms Place) is that we are just waiting on the completion of the Traffic Regulation Order (TRO) for new Double Yellow Lines attributed to the new access road off the A228/Peninsula Way/Main Road roundabout that serves the new development.

As soon as I have this TRO in place I will then organise the Final Certificate issue related to the attached Section 38 Agreement.

I hope that answers the query on Highway Adoption for the clerk at Hoo Parish Council. Sadly, I cannot answer the other queries”.

I am waiting for another Officer to respond further so will forward that when it arrives.

Dog Management PSPO - Medway Council

Medway Council are proposing to implement a Dog Management Public Space Protection Order to tackle irresponsible dog ownership in the area.

I am contacting all Parish Councils as the Council have proposed to include children's play areas and sports facilities within parish areas to the dog exclusion areas.

The public consultation runs to 6th September.

Medway Heritage Place - Grant funding

You may have seen that we have grant funding available to pilot new approaches or ways of working, engage new audiences, expand your skills or tell new stories. We can fund projects between £250.00 and £10,000 (with up to £15,000 in exceptional circumstances) which celebrate Medway's:

- High streets town centres
- houses and estates
- parks and green spaces
- the River Medway
- cultures and traditions.

If you are interested in applying for funding, we would be happy to have a conversation to help develop your bid. We can also offer 1:1 support and/or access support to those who would benefit.

For more about the funding and the support available to apply, please visit our website. Deadline for applications is 30 September.

The Parish Council has submitted a grant for £12000 for Heritage Information Boards.

10. Chairman's Report.

To receive the Chairman's Report.

The Chairman gave his report to the meeting covering the following:

- Community Award presentation to former councillor Dot Counsell.
- Deangate Country Parkland.
- Deangate Sports Area.
- The Parish Councils new play area at Kingshill Recreation Ground.

11. Parish Council Committees.

To receive the reports and recommendations from PC Committees.

a. Events Committee.

To receive a report from the Events Committee.

Events Team Planning

Our next event is **Harvest Teas** on 12th October. Posters are out in the village, Jean has spares. 2.30 start. The Guide Leader is asking the Guiders to come along and assist which will help with their community badge. We will need assistance to set up and take down and make sandwiches and serve the tea. We can give more specific timings at the October Parish Council Meeting as bookings close 4 October or sooner if we have reached capacity. The Lions Club have donated 120 message in a bottle to give away to attendees. Google will explain it to you.

Christmas on the Green will be Sat 14 December and planning is well underway.

We need to purchase snow and tee lights for the lantern parade. The church have agreed to do the refreshments for a donation. Issue at the present time is electric.

Future events

- Easter Egg hunt planned for 19th April.
- VE Day Beacon, 8th May 2025 80th Anniversary. We have the Beacon just need gas. This year Bradfords kindly donated the gas bottle. Quotes have been received for a pipe band, Peninsula band and a lone piper. Pipe band will not require us to have a separate piper which will assist with costs. Quotes for toilets received. Need to purchase a VE Day Flag.
- VE Day Fete.
Quotes have been received for entertainers and provisional bookings made. Many of the entertainers with 40s themes are already booked up.
The Chairman has suggested we organise a small sports afternoon with simple games/races i.e. egg and spoon race.

Further events subject to funding can be added. We will want to continue with Christmas on the Green.

Funding/Budget

Currently we receive £5000 from the Parish. So far this year we have spent around £2000.

Harvest Tea budget is £750

We have been granted £1000 from Esquire towards the events

We have been advised that the Masonic lodge may be able to make a donation.

I have applied for a Lottery Grant which is over a two year period for £19,250, There is a 12/16 week lead in on community funding. We are unlikely to know whether we have been successful until the latter part of the year. I have used 1st April 2025 as the starting date for the 2year funding. Further grants and requests for donations will be made.

Elaine 2/9/2024

b. Environment Committee.

To receive a report from the Environment Committee as circulated.

Next Environment Committee meeting 12th September 2024 at 6.30pm.

Progress Update on actions:

- New play area completed and in use.
- Play Area Opening event held on 24th July and was a great success.
- Fence Pottery Road – order placed to fill in gap in fencing near gate on Pottery Road.
- Gates repaired under warranty.
- Remedial works – quotations sought for remedial works needed following safety inspections.
- Noticeboard update – letters have been sent out to external parties to seek permission to place the new PC noticeboards on the agreed sites. Full update to be reported to Environment Committee Meeting.
- S106 update greenspaces – PC in contact with MC regarding the transfer of the 400K S106 funds for Green Space projects.

The Clerk circulated an urgent quotation for the access gates at Kingshill Recreation Ground for members' consideration.

This was considered and discussed by members and approval was given to place the order for the gates in order to secure the recreation ground, this was proposed by Cllr Dunkley, seconded by Cllr Barton and agreed to by all present.

Action: Clerk to place order for gates.

c. Finance, Audit and General Purposes Committee.

To receive a report from the FA&GP Committee as circulated.

Audit still in progress with Mazars.

12. Planning Matters.

a. Planning Applications Received.

MC/24/1529 28 Marley Road, Hoo St Werburgh, Rochester, Medway, ME3 9DH Construction of a part two storey part single storey extension to rear.

No Objections

MC/24/1157 49 Braeburn Drive, Hoo St Werburgh, Rochester, Medway, ME3 9US
Conversion of garage into habitable room.

No Objections

b. Planning Applications Decisions by Medway Council.

MC/24/1428

The Hundred of Hoo Academy Main Road Hoo St Werburgh Rochester Medway ME3 9HH
Details pursuant to conditions 7 (SUDS) and 9 (Construction Surface Water Management Plan) on planning permission MC/23/2830 - Two-storey flat roofed new-build teaching block at Hundred Hoo Academy with associated external works. The accommodation comprises 8 no. classrooms, a pupil break-out room, staff room and offices. The external works consist of extensions to the existing pedestrian path network, paved entrance area, outside breakout space and soft landscaping coordinated with the arboricultural and ecology reports.

Discharge of Conditions

MC/24/1229

Land Adjacent To 163 Main Road Hoo St Werburgh Rochester Medway ME3 9EY
Details pursuant to condition 15 (verification report of Sud) on planning permission MC/18/1739 for Construction of a pair of three bed semi-detached dwellings with associated parking.

Discharge of Conditions

MC/24/1165

5 Guelder Rose Drive Hoo St Werburgh Rochester Medway ME3 9FX
Construction of a loft conversion with dormer to rear and roof lights to front.

Approval with Conditions

MC/24/1158

55 Thomas Aveling Road Hoo St Werburgh Rochester Medway ME3 9XY
Loft conversion into habitable room with roof lights to front and rear slope new window installation to flank wall

Approval with Conditions

MC/24/0967

93 Main Road Hoo St Werburgh Rochester Medway ME3 9EU
Construction of a single storey rear extension - demolition of existing conservatory

Approval with Conditions

MC/24/0748

Former Kingsnorth Power Station Power Station Access Road Hoo St Werburgh Rochester Medway

Details pursuant to condition 8 (energy production) on planning permission MC/24/0606 for Non-Material Amendment to Outline Planning Permission ref. MC/21/0979 to vary conditions 8, 45 and 46 in relation to the Energy Centre to facilitate the generation of the full permitted amount of power at the site (49.9MW).

Discharge of Conditions

MC/24/0489

Kingsnorth Power Station Power Station Access Road Hoo St Werburgh Rochester Medway ME3
Submission of Reserved Matters pursuant to outline planning application MC/21/0979 for the layout, scale and appearance of an Energy Hub (being a sub phase of the overall development), showing location and size of buildings, roads, and hardstanding as required by condition 1 of the outline planning permission. The details submitted seek to discharge the following outline planning conditions: 5(phasing plan) 11(materials), 12 (brick plinth) 13 (hard and soft landscaping) 14 (tree survey) 18 (landscape and ecological management plan 27 (cycle storage) 29 (refuse storage) 30 (layout) 38 (ventilation and extraction) and 40 (Climate Change and Energy Efficiency Statement).

Approval with Conditions

MC/24/0421

Kingsnorth Power Station Power Station Access Road Hoo St Werburgh Rochester Medway ME3
Reserved Matters Application for part of the site-wide infrastructure including spine road, associated landscaping, drainage and lighting pursuant to Outline Planning Permission ref. MC/21/0979 for the construction of flexible EG (iii)/B2/B8 use class buildings, sui generis uses for energy uses and a lorry park, together with servicing, parking, landscaping, drainage, remediation, demolition and earthworks.

Approval with Conditions

MC/24/1411

8 Rochester Crescent Hoo St Werburgh Rochester Medway ME3 9JH

Application for a Lawful Development Certificate (proposed) for conversion of garage into habitable room

Approval

MC/24/1353

7 Chattenden Lane Chattenden Rochester Medway ME3 8LE

Application for a Lawful Development Certificate (proposed) for construction of a single storey side extension

Refusal

NOTIFICATION OF REFUSAL OF CERTIFICATE OF PROPOSED LAWFUL USE OR DEVELOPMENT

Take Notice that the Medway Council in pursuance of its powers under the above Acts hereby certifies that the operations specified in your application dated 1 July 2024 and described in the proposal herein in respect of the land specified in the location herein and edged red on the plan attached to this Certificate was not lawful within the meaning of Section 192(1)(b) of the Town and Country Planning Act 1990 (as amended).

For the following reason:

1 The proposed works fail to satisfy Schedule 2 Part 1 Class A subsections (e) (ii),

j (iii) and ja of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) for the reason that the enlarged part of the dwellinghouse would extend beyond a wall which fronts a highway and forms a side elevation of the original dwellinghouse and have a width greater than half the width of the original dwellinghouse when attached to the existing garage.

MC/24/1287

Flanders Farm Ratcliffe Highway Hoo St Werburgh Rochester Medway ME3 8QE
Application for a Lawful Development Certificate (proposed) for siting and use of six seasonal agricultural worker caravans
Approval

MC/24/1266

20 Gamelan Crescent Hoo St Werburgh Rochester Medway ME3 9FN
Construction of a single storey detached outbuilding to side of garden
Approval with Conditions

MC/24/1157

49 Braeburn Drive Hoo St Werburgh Rochester Medway ME3 9US
Conversion of garage into habitable room
Approval with Conditions

TPA/24/1148

86 And 197 Lodge Hill Lane And 14, 35 And 55 Elmwood Road Chattenden Kent ME3 8NR
2551 - Quercus - Land adjacent to 35 Elmwood Road - Clearance of overhead services/utilities, Height 10m Spread 7 meters
0215nt - Fraxinus - Land adjacent to 197 Lodge Hill Lane - Crown lift tree to give a 3m clearance over highway and street lamp, Height 15m Spread 10m
0234nt - Quercus - Land fronting 14 Elmwood Road - Clearance of overhead services/utilities, Removal of suckers and epicormic shoots to 4 meters, Height 15m Spread 8m
0282nt - Acer - Land Adjacent to 14 Elmwood Road - Clearance of overhead services/utilities
Third Party Tree 02 - Cupressocyparis - Land to side of 55 Elmwood Road - Crown reduction or reshape, lateral prune to clear building by approximately 2m
Third Party Tree 01 - Salix - Land to side of 55 Elmwood Road - Clearance of overhead services/utilities.
2551 - Quercus - Land adjacent to 35 Elmwood Road - Crown lift tree to give a 3m clearance over highway and street lamp
0299nt - Fraxinus - Land adjacent to 86 Lodge Hill Lane - Crown reduction or reshape, Prune to clear buildings by approximately 2m
Approval with Conditions

MC/24/1145

24 Broadwood Road Chattenden Rochester Medway ME3 8LU
Retrospective application for construction of a barn/workshop.
Approval with Conditions

Notification of Grant of Planning Permission to Develop Land.

Take Notice that the Medway Council in pursuance of its powers under the above Act HAS GRANTED PERMISSION for the development of land as described above in accordance with your application for planning permission received complete on 4 June 2024.

SUBJECT TO THE CONDITIONS SPECIFIED HEREUNDER:

1 The development hereby permitted shall be carried out in accordance with the following approved plans:

Received 4 June 2024:

CM-01166379 Site Location Plan

Proposed Block Plan

02 Proposed Elevations and Floor Plans

Reason: For the avoidance of doubt and in the interests of proper planning.

2 The works required to bring the development in accordance with the approved plan 02 Proposed Elevations and Floor Plans Received 4 June 2024 shall be completed within 2 months from the date of this decision notice.

Reason: To ensure the unauthorised part of the development is removed so that the development does not result in detrimental harm to neighbouring properties in accordance with Policy BNE1 of the Medway Local Plan 2003.

3 The outbuilding shall only be used for purposes incidental to the enjoyment of the main dwelling house and shall not be occupied as a separate dwelling and no trade or business shall be carried out therefrom.

Reason: To regulate and control the permitted development in the interests of amenity in accordance with Policy BNE2 of the Medway Local Plan 2003.

c. Appeals.

No matters to consider.

d. Medway Council Local Plan Regulation 18 Consultation.

Dave Chetwyn letter delegated authority – Members ratified the letter written by the PC Planning Consultant and sent to Medway Council under delegated authority during the August recess. This was proposed by Cllr Williams, seconded by Cllr Styles and agreed to by all present.

e. Other Planning Matters.

Email received from developer of Land South of Stoke Road, Hoo, offering the PC a meeting. It was agreed that the Planning Committee would take this forward on behalf of the PC.

Action: Clerk to arrange meeting date for the pc Planning Committee.

Cllr Barton gave his apologies and left the meeting at 8.15pm

13. Burial Ground.

To receive an update from the Burial Ground Committee.

Letter sent outlining the offer of support from the Parish Council, and we are currently awaiting a response from PCC. Deadline given as beginning of October for them to formally respond.

The Chairman informed members that the land was due to be used by the Thomas Aveling Society for the Heritage Festival and he stated that in preparing the site some of the boundary hedges had been removed. Cllr Peace had sent him a message confirming that the gap would be secured with a lump of wood, and he would replant the hedges.

14. New Community Centre.

To consider an update and recommendation for the new Community Centre.

Cllr Williams updated members.

15. Neighbourhood Plan Report.

To receive an update report from the NHP Group.

It was reported that the Referendum was due to be held on 7th November 2024, Purdah starts on 30th September 2024.

16. Community and Freedom of the Parish Awards.

To discuss as a Confidential Item.

This item was deferred to a future meeting.

17. Ward Councillors Report.

To receive a report from the Ward Councillors Sands, Pearce and Crozer.

It was reported that the next Rural Liaison Meeting would take place on 19th September 2024 at 7pm

18. Date of the next meeting – Thursday 3rd October 2024 at Hoo Village Hall.

There being no further business to discuss, the Chairman closed the meeting to the press and public at 8.40pm.

Signed: _____

Dated: _____