

The Minutes of the Meeting of Hoo Saint Werburgh Parish Council
Held in the Red Cross Hall, Stoke Road, Hoo on Thursday 7th January 2016 at 7.30pm.

***Councillors present: Andrews
Chambers
Counsell
Hipsey
L Pearce
M Pearce
Pratt
Rees
Sands
Sheppard
Tildesley
Williams***

Also: Parish Clerk and members of the public.

The meeting was chaired by Councillor L Pearce.

1. Apologies.

Apologies were received Cllrs Gatfield, Perfect and Singleton.

2. Declaration of Interests.

No interests were declared.

3. Minutes of the previous meeting.

The Minutes of the previous meeting were circulated to all present. It was proposed by Cllr Andrews to accept these as a true record; this was seconded by Cllr M Pearce and agreed by all present.

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

4. Matters arising from the Minutes.

Village Signage – The Chairman stated that this matter was being progressed with Medway Council.

Signage for Fitness Equipment – Cllr Pearce reported that an order had been placed for the agreed signage.

CCTV Cameras – Cllr Pearce confirmed what MC said that the CCTV cameras in the Village Centre were in good working order.

5. Urgent Matters.

No urgent matters were raised.

6. Chairman's Report.

The Chairman stated that he would report on his items under the relevant agenda headings.

7. Clerks Report.

The Clerks Report was noted and accepted by members.

8. Police Report.

Cllr Chambers gave a report to members in the absence of Cllr Gatfield.

Cllr Rees reported that PCSO's had been seen in the village monitoring parking on yellow lines.

9. Public Question Time.

A resident attended the meeting and stated that he was due to attend the forthcoming Police Liaison meeting and would seek details of policing in the parish.

10. Financial Statement.

The Financial Statement was circulated to all members.

The financial statement was then proposed by Cllr Rees, seconded by Cllr Hipsey and agreed by all present.

The approved cheques were then signed by two authorised signatories.

11. 2015/16 Budget.

The Clerk circulated the draft budget to all members.

Cllr Michael Pearce spoke regarding the precept and reminded members that the Parish Council had frozen its precepts last year. He stated that Medway Council were increasing their precept by 4% this year and therefore he proposed that we freeze the precept again for the forthcoming year.

He also spoke regarding public sector pay increases whereby he proposed a freeze for parish council employees for the year 2016/17.

Cllr Sands supported this view.

The Chairman stated that it was not good practice to freeze the precept and that the precept for Hoo was very low in comparison to other Medway parishes.

Cllr Sands spoke regarding the budget allocation for burial-ground costs and stated that he understood that the Section 106 money would cover this. Cllr Rees explained the financing of the burial ground and the reasons for this allocation.

Cllr Sands stated that he would like to see the expenditure for the burial-ground and he asked the Clerk to supply him with a breakdown of costs.

Action: Clerk to progress.

Cllr Sands stated that the allotment rents were last reviewed in 2009/10 and he asked members to consider reviewing these at the next meeting. This was agreed and the Clerk was asked to place an item on the next agenda.

Action: Clerk to place an item on the next agenda.

A discussion took place regarding the budget and the proposals put forward by Cllr Michael Pearce, following these discussions Councillor Andrews proposed to accept the draft budget as circulated with a 2% increase on the precept.

Cllr Sands stated that he disagreed with this and proposed that a recorded vote be taken. This was seconded by Cllr Michael Pearce and agreed by all present; a recorded vote was then cast.

Members in favour of setting the precept at £44,929:

*Cllrs Tildesley
Andrews
Chambers
Rees
Williams
Sheppard
Hipsey
Pratt
Counsell*

Members against setting the precept at £44,929:

*Cllrs M Pearce
Sands*

The budget as circulated was therefore accepted and the precept for 2016/17 was set at £44,929.

12. Grant Applications.

No applications were received or considered.

The Chairman spoke regarding an issue with the leisure pool and complaints by the Aqua Club that had been received regarding the changes in funding which affected their fitness instructors. He stated that he had been liaising with Medway Council regarding this matter.

13. Land for use as a Burial-Ground.

Cllr Rees stated that the PCC and Priest-in-Charge had agreed to the revised plans for the burial-ground and therefore the planning application was due to be resubmitted to Medway Council in the very near future.

14. Churchyard Pathway.

Cllr Rees stated that this matter was still progressing and she asked for this item to be removed from future agendas.

Action: Clerk to remove item from agenda.

15. Planning Matters.

The Chairman informed members that the Medway Council Local Plan consultation with now taking place and details had been circulated to all members by email.

Cllr Rees suggested that Councillors should attend the forthcoming consultation meeting event as it may be beneficial to the Parish Council.

MC/15/3106 BUTTERCROCK WHARF, VICARAGE LANE, HOO ST WERBURGH, ROCHESTER
Part retrospective application for construction of a B1 Employment building together with part use of an existing building for Use within Class B2 of the Use Classes Order and associated development including access, car parking, hard surfacing, boundary treatment, drainage and landscaping.
No Objections.

MC/15/4146 RIVER VIEW COTTAGE, STOKE ROAD, HOO ST WERBURGH, ROCHESTER, ME3 9NR
Construction of a two storey side and rear extension and single storey front extension.
No Objections.

MC/15/4109 Land at Kingsnorth Industrial Estate, Gamma Road, ME3 9ND
Construction of a standing reserve power plant comprising 14 gas reciprocating engine generators with an office and storage building, security and acoustic fencing, other ancillary structures and associated works.
No Objections.

MC/15/4128 THE WINDMILL, RATCLIFFE HIGHWAY, ST MARY HOO, ROCHESTER, ME3 8QB
Construction of an 8 unit single storey tourist block.

Cllr Pearce spoke regarding the proposals for this application and he asked members for their views.

Cllr Sands stated that he did not support the application as it was another development in the area and would set a precedent of further development. A general discussion took place regarding this application.

The Chairman summarised members comments and suggested that the he liaise with Medway Council to raise the Parish Council's concerns with the Planning Officer. This was agreed by all present.

Action: Chairman to progress.

MC/15/4234 BRANDON, 244 MAIN ROAD, HOO ST WERBURGH, ROCHESTER, ME3 9HG
Retrospective application for retention of existing conservatory.
No Objections.

MC/15/3485 86 BELLS LANE, HOO ST WERBURGH, ROCHESTER, ME3 9HU
Retrospective application for engineering works to facilitate installation of a block paved drive and installation of vehicle crossover to front.
No Objections.

- MC/15/4160 TUNBRIDGE HILL FARM STOKE ROAD HOO ROCHESTER KENT ME3 9NW**
Application for Prior Notification under Schedule 2, Part 6 of the Town and Country Planning (General Permitted Development) Order 2015 for the construction of a grain store.
No Objections.
- MC/15/2442 4A ELM AVENUE, CHATTENDEN, ROCHESTER, ME3 8LY**
Raising of roof height to facilitate conversion of existing bungalow to chalet bungalow with habitable living accommodation in the roof space together with roof lights to sides; construction of single storey side extension to both sides and porch to front (demolition of existing garage/resubmission of MC/15/0571).
No Objections.
- MC/15/4339 25 CHURCH STREET, HOO ST WERBURGH, ROCHESTER, ME3 9AH**
Extension to existing detached store to the rear.
No Objections.

16. Allotments.

No matters were reported.

17. Parish Surgeries.

The Clerk reported that she had been in correspondence with Medway Council, however they had not responded to the request to hold surgeries at the library.

Cllr Michael Pearce stated that he would liaise directly with the library to ascertain its availability.

Action: Cllr Michael Pearce to progress.

Cllr Sands suggested that a representative from the Parish Council should attend the monthly coffee morning is held in the Village Hall as this would be a way of introducing the Parish Councillors to parishioners.

18. Village Signage.

The Chairman stated that this matter was being progressed by Medway Council.

19. Provision of All Inclusive Disabled.

Cllr Sands reported that a grant application has now been submitted to the Tesco Community Fund.

20. Village Hall.

Cllr Rees reported on the progress of the Village Hall Lease.

She stated that she had been in correspondence with the Village Hall Management Committee to progress the Village Hall Lease and reported on the discussions that had taken place. She stated that the following was proposed:

1. Term 99 years
2. Repairs – Tenant to be responsible for all repairs and decoration
3. Rent – peppercorn

4. Insurance – Tenant to insure and provide Landlord with receipt

5. Shared services – none

She reported that the approval of these items would allow the Lease to be finalised and the security and parking issues could then be considered at a later date as a Deed of Variation.

She suggested that a small Committee could be set up to deal with these items.

This was discussed by members and the five points put forward by Cllr Rees were accepted and approved. (Pearce/Andrews).

It was further agreed that a small committee would be set up to deal with the outstanding points following the completion of the Lease.

Action: Cllr Rees to progress.

21. Venue for future Parish Council Meetings.

Cllr Pearce informed members that the Village Hall was available for Parish Council meetings. It was agreed that the Clerk would look in to the hire agreement for the Red Cross Hall prior to the Parish Council make any decisions about future venues of Parish Council meetings.

Action Clerk to progress.

22. Recreation Grounds.

Kingshill Recreation Ground refurbishment – Cllr Williams reported that the appointed committee was progressing this matter and would report back to a future meeting.

Action: Committee to progress.

Cllr Tildesley reported on the annual play equipment inspection and the items identified in the report that needed action. He stated that a quotation for this work had been received for the sum of £2923. It was proposed by Cllr Andrews to accept this quotation and have the work undertaken as soon as possible; this was seconded by Cllr Chambers and agreed by all present.

Action: Clerk to accept quotation and instruct work to be completed.

23. Ward Councillors Report.

No matters were reported.

24. Urgent Items.

No matters were raised.

25. Date of next meeting.

4th February 2016.

There being no further business to discuss, the Chairman closed the meeting at 9.15pm.

Signed.....

Chairman

Dated.....