

**The Minutes of the Meeting of Hoo Saint Werburgh Parish Council**  
**Held in the Village Hall, Pottery Road, Hoo on Thursday 6<sup>th</sup> September 2018 at 7.30pm.**

***Councillors present: Andrews  
Chambers  
Counsell  
Gatfield  
Fray  
Pearce  
Pratt  
Sands  
Savage  
Tildesley  
Williams***

***Also: Parish Clerk, Medway Council Councillor Jarrett and members of the public.***

***The meeting was chaired by Councillor Tildesley.***

**1. Apologies.**

Apologies were received from Cllrs Shepperd, Rees, Perfect, Hipsey and MC Councillor Roy Freshwater.

**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 Williams and agreed by all present.

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

**4. Matters arising from the Minutes.**

There were no matters arising.

**5. Urgent Matters.**

Cllr Sands – Felling of trees by Bellway Homes at BAE site.

It was reported that the Tree Officer from Medway Council had stated that action would be taken regarding this issue.

Medway Council Councillor Alan Jarrett was present at the meeting and he stated that he would look into this.

It was agreed that the PC would also put its concerns to Medway Council.

The Chairman welcomed Medway Councillor Alan Jarrett to the meeting. He stated that he was there to answer questions from members and resident and he invited members to ask questions.

Members asked questions regarding the development of the Peninsula, infrastructure, doctors' provision and Deangate Ridge Golf course.

The Chairman thanked Cllr Jarrett for attending the meeting.

**6. Chairman's Report.**

The Chairman gave his report to the meeting.

He reported that a grant of £500 was awarded, under delegated authority during the August recess, to the Youth Club to assist with their summer activities in Hoo throughout the summer.

He reported that the Recreation Committee met in July to discuss the Section 106 money and they had proposed that this was allocated for a new Skate Ramp at a cost of approximately £50000. He stated that this would be placed as an agenda item for the next meeting.

The Chairman informed members that a Finance and General Purposes meeting would be arranged before the next PC meeting to look at the polices and structure of the Council.

**7. Clerks Report.**

The Clerks Report was noted and accepted by members.

**8. Ward Councillors Report.**

Ward Councillor Roy Freshwater gave his apologies to the meeting.

**9. Police Matters.**

Cllr Gatfield stated that there seemed to be a lack of communication with the police and this was due to be addressed. She stated that there was a recruitment drive for new PCSO's and police officers next year.

She reported that a van had been driving around the parish looking into people's gardens, this had been reported to the police.

**10. Public Question time.**

A resident raised concerns about people using his business toilets due to the public conveniences in Stoke Road being closed without notice.

Cllr Sands stated that Norse closed the toilets without notice when a problem occurred. He stated that they were not looking after this asset, previously Medway Council had tried to get rid of the public conveniences and the Parish Council did not want to take them over at that time. He suggested that this may have to be reconsidered by the PC at some point.

Cllr Tildesley stated that the toilets had been vandalised and therefore closed whilst they were repaired.

This was discussed further, and it was agreed that the Clerk would write to Norse asking them to inform the PC when they were closed.

**Action: Clerk to progress.**

A general discussion took place regarding the public conveniences and the cost of running these.

**11. Deangate Ridge Golf Course.**

Cllr Pearce raised concerns regarding the parking arrangements at Deangate.

He circulated a report to all members regarding the parking issues.

This was considered, and it was agreed that the Clerk would write to Medway Council regarding this matter.

***Action: Clerk to action.***

Cllr Jarrett stated that he would pass these concerns to Medway Councillor Phil Filmer.

Cllr Tildesley reported that Medway Council had a Parking Hotline for dangerous parking, this was open from 6am to 1am, telephone number 07718130962.

Cllr Williams spoke regarding the parking problems in the parish and asked Cllr Jarrett if Medway Council could arrange for traffic wardens to patrol the village.

Cllr Pearce asked if Medway Council could also undertake a survey of the parking restrictions in the parish to ensure that they were all enforceable.

Cllr Jarrett stated that he would speak to Parking Enforcement regarding this matter.

***The Chairman thanked Cllr Jarrett for attending the meeting.***

***Cllr Jarrett left the meeting at 8.30pm***

**13. Recreation Grounds.**

**Kingshill Recreation Ground**

Cllr Fray reported that there was a problem with motorbikes being ridden at Kingshill Recreation Ground.

The Chairman stated that the site was fenced, and bikes should not be able to gain access, he stated that the Warden would inspect the site.

**Pottery Road Recreation Ground**

Cllr Tildesley reported that work on the new play area at Pottery Road Recreation Ground had started and would be completed in two to three weeks, he said that the site would have to remain closed for a period of two to three weeks following completion to enable the grass to seed.

Cllr Savage asked that a polite sign was placed on the fence informing residents why it was not open.

He reported that the BMX ramps had been vandalised, these had been removed from site as they were unusable.

It was reported that the dog bin in the centre of the Recreation Ground was in need of replacement as it was rotting.

***Action: Clerk to report to Medway Council.***

Hoo Common

The Chairman reported that there may be Section 106 money available for fencing and tree work at Hoo Common.

This was discussed, and it was agreed that there was a need for a Management Plan to be drawn up outlining the maintenance for the Recreation Grounds. It was agreed that this was something that should be considered at some point in the future.

**14. Burial Ground.**

Cllr Williams reported on the work undertaken at the burial ground. He stated that this was now overgrown again and in need of additional work.

Cllr Sands raised concerns regarding the time and money spent on the Burial Ground and stated that he feared that this was becoming a money pit.

Reverend Smith suggested that a meeting was held to discuss this and agree a joint strategy. This was agreed by members.

**15. Neighbourhood Plan.**

Cllr Sands spoke regarding the Steering Group for the Neighbourhood Plan and stated that the PC needed to support and take an active part in the process.

He asked the Parish Council to consider this and for the Clerk to record the vote.

The Chairman asked members if they were in favour of supporting the NHP for Hoo.

A vote was cast nine votes in favour with one abstention of supporting the NHP, it was agreed that Cllr Sands, Fray and Savage would Join the Neighbourhood Plan Committee.

Neighbourhood Plan Committee Chairman Elaine Cutting gave a report to members on the work of the Committee to date.

**16. Hoo Remembers Event.**

Cllr Pearce reported on this Hoo Remembers Project, he informed members that the PC had been successful in obtaining a grant for ten Silhouettes for display inside of the Church during the Century Celebrations.

He proposed that the Parish Council purchase a further 12 Silhouettes making 22 to represent the 22 fallen from the parish. This was seconded by Cllr Sand Sand a vote was cast ten in favour of this proposals.

Cllr Pearce stated that he would look in whether there were any more needed to represent the fallen from Chattenden. It was agreed that further Silhouettes would be purchased to represent those from Chattenden if necessary.

**Action: PC to purchase further Silhouettes.**

Cllr Pearce proposed that the PC spend £100 to purchase a Poppy Wreath for Remembrance Sunday this year, this was seconded by Cllr Sands and agreed by all present.

**Action: PC to order poppy wreath.**

Cllr Pearce spoke regarding the idea to place large poppy's on lampposts within the Village Centre to mark the Centenary Celebrations. He proposed that the PC purchase 30 large poppies at a cost of £90, this was seconded by Cllr Gatfield and agreed by all present.

**Action: PC to purchase 30 large Poppy's.**

## 17. Planning Matters.

### APPLICATIONS RECEIVED

- MC/18/1795 Street Farm, Stoke Road, Hoo St Werburgh, Rochester, Medway.  
Outline application with all matters reserved for redevelopment of former farm site to provide a residential development of up to 50 dwelling (Use Class C3), open space, infrastructure, landscaping and associated works.
- Cllr Sands stated that there were concerns regarding the Bridleway whilst the building is being undertaken and following completion, he confirmed that he had relayed these concerns to Medway Council and was awaiting a response.
- MC/18/1902 38 Everest Drive, Hoo St Werburgh, Rochester, Medway, ME3 9AW.  
Construction of a pitched roof extension to front/side and rear.
- MC/18/1854 77 Main Road Hoo St Werburgh Rochester Medway ME3 9AA.  
Change of use from former care home for the elderly with disabilities to a children's day nursery - resubmission of MC/17/3069.
- Cllr Sands stated that there were still concerns regarding the parking and the PC had objections to the previous application.  
It was therefore agreed that objections should be raised to this application, this was agreed by all members with the exception of Cllr Fray.
- MC/18/2125 7 Everest Drive, Hoo St Werburgh, Rochester, Medway, ME3 9AN.  
Construction of single storey rear extension (demolition of existing conservatory and extension).
- MC/18/2037 9 Tudor Grove, Chattenden, Rochester, Medway, ME3 8LD.  
Conversion of existing integral garage into a reception room with 2 windows and the provision of a new detached garage to the front.
- MC/18/2234 42 Kingshill Drive, Hoo St Werburgh, Rochester, Medway.  
Construction of a part single storey extension part garage conversion and alterations to porch.
- MC/18/2366 43 Elm Avenue, Chattenden, Rochester, Medway, ME3 8LZ .  
Construction of a rear extension and extension and increase to Main roof height incorporating roof lights and window to side elevations and Windows to front and rear to provide living accommodation at first floor level Forming a 4 bedroomed chalet bungalow relocation of main entrance door to Front with canopy over new

pitched roof over existing garage alterations to Vehicle parking/access to front together with associated works.

MC/18/2176 Flanders Farm, Ratcliffe Highway, Hoo St Werburgh, Rochester.  
Construction of a cold store with concrete hardstanding and the relocation of a permeable fruit bin pad and associated engineering operations.

Cllr Pearce declared an interest in this application.  
This was discussed by members and it was agreed that objections should be raised due to traffic implications.

MC/18/2441 75 Rochester Crescent, Hoo St Werburgh, Rochester.  
Construction of single storey conservatory to the rear.

### 18. Allotments.

Cllr Pearce gave a report on the allotments to members. He suggested that the gate at the Everest Drive end of the allotments should be replaced with a more secure gate.  
He stated that the pathway through the centre of the allotments was not a uniform width.

Cllr Tildesley reported that during August a water leak had to be repaired at the allotments. He suggested that the PC should consider having further stand pipes installed at some point. He asked the Clerk to place this as an item in the next agenda.

### 19. Asset of Community Value.

No matters were reported.

### 20. Christmas Lights.

Members discussed this year's Christmas lights and it was agreed that the PC would ask Medway Council to supply the Christmas lights on the lamps posts and the PC would arrange the Christmas Tree for Village Centre.

**Action: Clerk to progress.**

### 21. Grant Applications.

The Clerk circulated a grant application from Whoo Cares to all members for consideration. The grant was seeking funds to support the organisation and its operations within the Parish.

The Clerk informed members that there was a balance of £500 in the Grant allocation in this year's budget.

Cllr Sands proposed awarding a grant of £1000 to Whoo Cares, allocating £500 from this year's budget and £500 from next year's allocation. This was seconded by Cllr Savage and a vote was cast in favour of this proposal with one vote against and one abstention.

**Action: Grant of £1000 awarded to Whoo Cares.**

### 22. Financial Statement.

The Financial Statement was circulated to all members.

This was proposed by Cllr Pearce, seconded by Cllr Sands, and agreed by all present.

The approved cheques were then signed by two authorised signatories.

**23. Urgent Items.**

No matters were raised.

**24. Date of next meeting.**

4<sup>th</sup> October 2018.

***There being no further business to discuss, the Chairman closed the meeting to the press and public at 9.10pm.***

Signed.....

Chairman

Dated.....