

FRINDSBURY EXTRA PARISH COUNCIL

MINUTES OF THE MEETING HELD ON THURSDAY 25 MAY 2017 AT THE MEMORIAL HALL, HOLLY ROAD, WAINSCOTT AT 7.30 pm

PRESENT: Cllr David Coomber Chairman
 Cllr Mrs Val Archer
 Cllr Chris Buckwell
 Cllr Gary Etheridge
 Cllr Peter Hicks
 Cllr Peter Martin
 Cllr Geoff Moore

Mrs Roxana Brammer Clerk

Item *Action point*
 Minute number 2017/18/

1 ELECTION OF CHAIRMAN

47 It was proposed by Cllr Etheridge, seconded by Cllr Buckwell and agreed Cllr Coomber be Chairman for the year.

2 CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE

48 Cllr Coomber signed his declaration of acceptance of office before the Proper Officer of the Council.

3 ELECTION OF VICE-CHAIRMAN

49 It was proposed by Cllr Buckwell, seconded by Cllr Etheridge and agreed Cllr Moore be Vice-chairman for the year.

4 VICE-CHAIRMAN’S DECLARATION OF ACCEPTANCE OF OFFICE

50 Cllr Moore signed his declaration of acceptance of office before the Proper Officer of the Council.

5 APOLOGIES

51 Apologies for absence were received from

Cllr Trevor Archer	indisposed
Cllr Mrs Fatima Mitchell	Family commitment
Cllr Ope Onimole	At work
Cllr John Williams	On holiday

It was proposed by Cllr Etheridge, seconded by Cllr Hicks and agreed these apologies be accepted. An apology for absence was received from Mrs Anne Roscow, Footpaths Officer.

6 DECLARATIONS OF INTEREST

52 None.

7 APPOINTMENTS TO COMMITTEES**53 a Planning Committee**

It was proposed by Cllr Etheridge, seconded by Cllr Moore and agreed the members of the Planning Committee be as follows:

Chairman) *ex*
Vice-chairman) *officio*
Cllr Trevor Archer
Cllr Mrs Val Archer
Cllr Peter Martin
Cllr Chris Sparks
Cllr John Williams

54 b Finance Committee

It was proposed by Cllr Etheridge, seconded by Cllr Hicks and agreed the members of the Finance Committee be as follows:

Chairman) *ex*
Vice-chairman) *officio*
Cllr Chris Buckwell
Cllr Gary Etheridge
Cllr Peter Hicks
Cllr Mrs Fatima Mitchell
Cllr Ope Onimole

8 APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**55 a Rural Liaison Committee**

Cllr David Coomber

56 b KALC Medway Area Committee

Cllrs Chris Buckwell and Geoff Moore; alternate Cllr Martin

57 c Police Liaison Committee

Cllr John Williams

58 d Frindsbury Extra Memorial Hall Management Committee

Cllr Mrs Fatima Mitchell

9 APPOINTMENTS TO OTHER POSTS**59 a Footpaths Officer**

Mrs Anne Roscow

60 b Tree Wardens

Mrs Marilyn Campbell, Mrs Lindsay Hargreaves and Mrs Karen Seymour

10 APPOINTMENTS TO OTHER RESPONSIBILITIES**61 a Park Rangers**

Cllr Mrs Val Archer
Cllr Gary Etheridge

62 b Magazine Liaison

Cllr Gary Etheridge
Cllr Ope Onimole

63 c Neighbourhood Watch Liaison

Cllr Ope Onimole

11 ANY OTHER BUSINESS OF AN URGENT NATURE

64 None.

12 MINUTES OF THE MEETING HELD ON 27 APRIL 2017

65 It was proposed by Cllr Hicks, seconded by Cllr Martin and agreed the minutes of the meeting held on 27th April 2017 be signed as a true record.

13 MATTERS ARISING

66 None.

14 FOOTPATHS**67 a Representative's Report**

The Footpath Officer's written report was read:

The footpath RS128 has now been reinstated. It looks as if a herbicide has been used to clear the path. I have rung Medway Council to ask for two footpaths, RS120 and RS131, to be cleared. I was told that their volunteers would go out to clear them, and it should be done by the end of this week.

I have written a walk, and have had it proof read. I hope to make corrections and finish it soon.

15 PLANNING

a Applications

- 68 **i MC/17/1209:** 77 Hollywood Lane, Wainscott: Construction of a two storey side extension and single storey rear extension together with insertion of a dormer to rear and roof lights to front to facilitate living accommodation in roof space

No objection

- 69 **ii MC/17/1410:** Car Park, Centre Court, Sir Thomas Longley Road, Medway City Estate: Change of use of car park into a car wash and valeting area and siting of a container cabin (with retained car parking spaces)

After discussion, it was agreed to respond as follows:

Frindsbury Extra Parish Council has no objection in principle to this application but would like a condition imposed whereby the container must be removed should the car wash/valet service cease operation.

- 70 **iii MC/17/1494:** Car Park, Centre Court, Sir Thomas Longley Road, Medway City Estate: Advertisement Consent for the installation of a non-illuminated banner sign

No objection.

- 71 **iv MC/17/1506:** 21 Wainscott Road, Wainscott: Application for a Lawful Development Certificate (proposed) for the change of use of garden shed to a dog grooming parlour

After discussion, it was agreed to object as follows:

Frindsbury Extra Parish Council objects to this application. The property is situated in a terrace of residential properties. Although there are commercial premises in Wainscott Road, they are further along the road. The only commercial activity in close proximity is the fish and chip shop a few doors down on the same side of the road and the Co-operative Store opposite. Parking for the residential properties is already a serious problem. This would be aggravated by clients dropping off and picking up their dogs. If clients used the Co-op car park, they would be crossing the road near a complicated road junction. There is also the potential for loss of amenity and noise nuisance to neighbours due to barking dogs. The Council considers the site inappropriate for such use and feels that the applicant should seek more suitable premises elsewhere.

- 72 **v MC/17/1571:** 32 Hilltop Road, Wainscott: Construction of a dormer to rear and two roof light windows to front to facilitate additional living accommodation within the roof space

No objection.

- 73 **vi MC/17/1758:** Manor House, Parsonage Lane, Frindsbury: Construction of new hardstanding area and access gates

No objection

- 74 **vii MC/17/1759:** Manor House, Parsonage Lane, Frindsbury: Listed building consent for construction of new hardstanding area and access gates

No objection.

- 75 **b Decisions**

The decisions listed on Appendix A were received.

- c Appeals and Other Matters**

- 76 **i Taylor Wimpey Templars Development**

The Clerk reported that she had contacted Medway Council about the S 106 agreement and the handover on completion of the communal greenspaces to the Parish Council. It appeared this had not been in the planning officer's committee report and had not been part of the S 106 agreement. Medway Council were pursuing enforcement that the developers had not submitted the necessary management plan as a first step to resolving the situation.

16 FINANCE

- 77 **a Bank Balances**

The bank balances as listed on Appendix B were noted.

- 78 **b Payments Made Since the Last Meeting**

It was proposed by Cllr Martin, seconded by Cllr Moore and agreed the payment made since the last meeting as listed on Appendix B be ratified.

- 79 **c Accounts for Payment**

It was proposed by Cllr Martin, seconded by Cllr Moore and agreed the accounts for payment as listed on Appendix B be approved (cheques 101900 – 101802).

- d Training**

- 80 i. Councillors' Conference, 8th July, £60. No interest
81 ii. Clerks' Conference, 14th September, £60. It was agreed the Clerk attend.

- 82 **e Accounts 2016/17**

It was proposed by Cllr Etheridge, seconded by Cllr Buckwell and agreed the accounts for the year to 31st March 2017 be approved.

- 83 **f Internal Audit Report**

The internal audit report was received.

- 84 **g Audit Annual Return Governance Statement**

It was proposed by Cllr Etheridge, seconded by Cllr Martina and agreed the Annual

Governance Statement be signed by the Chairman and Clerk.

85 **h Audit Annual Return Statement of Accounts**

It was proposed by Cllr Moore, seconded by Cllr Etheridge and agreed the Annual Statement of Accounts be signed by the Chairman and Responsible Financial Officer.

86 **i Chairman's Allowance**

It was proposed by Cllr Buckwell, seconded by Cllr Moore and agreed the Chairman's allowance for the year be £300.

17 **GRANT APPLICATIONS**

87 None.

18 **MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY**

a Recreation Ground/Hall Garden

- 88 i. General matters. Nothing to report.
 89 ii. Corner Jarrett Avenue/Burnt House Close. The Clerk reported that the contractor had visited the resident and would be planting pyracantha and roses. The resident had agreed to keep the plants watered.
 90 iii. Beehive. After discussion it was agreed no further action be taken.

b Wainscott Fields Open Space

- 91 i. General matters. Nothing to report.
 92 ii. Handover of remaining open space. The Clerk reported that Crest Nicholson had agreed Turfsoil could undertake the remedial works.
 iii. Future planting. The Clerk had had a meeting with Turfsoil over future planting and had been given a ballpark figure of £16,000. She would ask for a detailed quotation for the September meeting.

93 **c Fordwich Drive Open Space**

It was reported that some shrubs were overhanging the path and this would be forwarded to the contractor.

Playparks

- 94 i. Recreation Ground. Nothing to report.
 95 ii. Wainscott Fields. The replacement basket for the cantilever swing would be installed shortly. The Clerk had obtained a quotation for outdoor gym equipment totalling £5,480. It was proposed by Cllr Etheridge, seconded by Cllr Martin and agreed this be accepted.
 96 iii. Fordwich Drive. The Clerk had circulated 3 quotations to replace the playpark. After discussion it was proposed by Cllr Etheridge, seconded by Cllr Buckwell and agreed to accept the quotation from AMG Sport-Play Ltd as although the most expensive, it gave a lot more for the money.

97 e **Allotments**

The Clerk reported that she had asked Turfsoil to quote for clearing the first two plots as they were totally overgrown and covered in trees. The work would not be cheap and would probably need a mini JCB. The plots were currently unusable.

98 f **Lower Upnor Village Green**

Nothing to report.

99 g **Woodland**

The Clerk reported that soil was washing down from the woodland to the side of 30 Brissenden Close. She had obtained a quotation from Baylis Landscape Contractors for remedial works. After discussion it was agreed a quotation be sought from Filmer Construction.

100 h **Notice Boards**

Nothing to report.

19 UPNOR

101 a **General Matters**

Nothing to report.

102 b **Lower Upnor Riverside Project**

Cllr Hicks said he was pursuing various issues with the surveyor. Cllr Etheridge said that Medway Council was considering the future of its public conveniences.

20 HIGHWAYS AND TRANSPORT

103 a **Anthony's Way, Sans Pareil and Four Elms Roundabouts**

Cllr Etheridge said the scheme would cause huge traffic problems in Wainscott. He referred to the temporary road constructed for the infilling of the quarry and queried whether an extension of time should be allowed so that the infilling was halted while the roundabouts scheme was being implemented. The scheme would shortly be going to planning and should start late summer 2018 with completion in the summer of 2019.

21 LIGHTING

104 Nothing to report.

22 RURAL LIAISON COMMITTEE

105 a **Representative's Report**

The next meeting had been put back until July.

23 KENT ASSOCIATION OF LOCAL COUNCILS MEDWAY AREA COMMITTEE

106 The next meeting would be held in June.

24 HALL MANAGEMENT COMMITTEE**107 a Representative's Report**

Cllr Mrs Mitchell's absence, Cllr Mrs Archer said that a meeting had been held and that the committee had a new member.

25 POLICE MATTERS**108 a Police Liaison Committee Representative's Report**

In Cllr Williams's absence, there was no report.

109 b Neighbourhood Watch

In Cllr Onimole's absence, there was no report.

26 COMMUNICATIONS**110 a Website**

Nothing to report

111 b Magazine

Cllr Etheridge reported that he had been approached by the magazine for them to invite people to "like" on Facebook and Twitter. He did not recommend this as there would be no control over what was said and it was agreed not to proceed with the suggestion.

27 CONSULTATION

112 No documents received.

28 CORRESPONDENCE

113 None.

MEDWAY COUNCILLORS' REPORTS

The Chairman suspended the meeting to allow Cllrs Etheridge and Hicks give their reports.

Cllr Etheridge said he had investigated the parking restrictions on Wainscott Road and Provis Place. This had not progressed and he would pursue it. There was an issue with a van advertising car hire. The legal team was now linked with Gravesham Borough Council. There was an issue in Hilltop Road with rubbish bags being attacked by foxes and other animals. Residents had been asked not to put the rubbish out until Friday morning and it seemed to have worked. Cllr Hicks said that the travellers at Chattenden had now gone. He was dealing with 2 residents of Margett's Place who were in dispute over parking.

The Chairman thanked Cllrs Etheridge and Hicks and reconvened the meeting.

29 REPORTS AND CIRCULARS

114 The reports and circulars as listed on the agenda were received.

CONFIDENTIAL SECTION

30 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

115 It was proposed by the Chairman, seconded by Cllr Moore and agreed to exclude the press and public on the grounds that the first item was a legal matter and the second concerned a named member of staff.

31 LAND AQUISITIONS

116 The Clerk reported on her conversation with the Council’s solicitor. It was agreed that following the General Election, the MP be asked to intervene.

32 REVIEW OF CLERK’S SALARY

117 The item was deferred to the next meeting for further information.

The Chairman thanked everyone for attending and closed the meeting at 9.26 pm

SignedChairman

On theday of2017