

FRINDSBURY EXTRA PARISH COUNCIL**MINUTES OF THE MEETING HELD ON THURSDAY 26 MARCH 2015 AT THE MEMORIAL HALL, HOLLY ROAD,
WAINSCOTT AT 7.30 pm**

PRESENT:	Cllr David Coomber	Chairman
	Cllr Trevor Archer	
	Cllr Mrs Val Archer	
	Cllr Mrs Pam Coomber	
	Cllr Gary Etheridge	
	Cllr Peter Hicks	Items 7, 10 - 24
	Cllr Peter Martin	
	Cllr David Miller	
	Cllr Andrew Millsom	Items 7, 10 - 24
	Cllr John Williams	
	Mrs Roxana Brammer	Clerk
In attendance	Mr Walter Roberts	Heritage Design Team
	Mr Richard Smith	Heritage Design Team
	4 members of the public	

Item *Action point*
Minute number 2014/15/

1 APOLOGIES

479 Apologies for absence were received from

Cllr Mrs Georgina Revell indisposed

It was proposed by Cllr Mrs Coomber, seconded by Cllr Archer and agreed this apology be accepted. Apologies for late arrival were received from Cllrs Hicks and Millsom. An apology for absence was also received from Mrs Wendy Williams, Footpaths Officer.

2 DECLARATIONS OF INTEREST

480 None.

3 ANY OTHER BUSINESS OF AN URGENT NATURE

481 None.

4 MINUTES OF THE MEETING HELD ON 26 FEBRUARY 2015

482 It was proposed by Cllr Archer, seconded by Cllr Etheridge and agreed the minutes of the meeting held on 26th February 2015 be signed as a true record.

5 MATTERS ARISING

483 None.

6 FOOTPATHS

484 In the absence of the Footpaths Officer, there was no report.

As Cllrs Hicks and Millsom had not arrived, it was agreed to vary the order of the agenda.

8 PLANNING

a Applications

485 **i MC/15/0671:** 8 Grasmere Grove: Raising of roof heights to existing single storey side and rear extensions

No objection

486 **ii MC/15/0748:** Unit 23, Riverside Estate, Sir Thomas Longley Road, Medway City Estate: Application for a Lawful Development Certificate (proposed) for use of the unit as use class B2 for MOT examinations

No objection

487 **iii MC/15/0795:** Ridge Cottage, Lower Rochester Road, Wainscott: Raising of roof height to facilitate construction of three dormer windows to front to provide additional living accommodation within roof space; construction of part two-storey/part single storey rear extension with raised roof lantern to single storey element; dormer windows at first floor level to both sides, roof light to side, French doors and Juliet balcony to rear along with a replacement porch with canopy to front (demolition of existing side/rear projections, porch chimneys and garage)

No documents were available on Medway Council's website and it was not possible to consider and comment.

488 **iv MC/15/0833:** Land rear of Sandacres, Upnor Road, Lower Upnor: Details pursuant to condition 10 of planning permission MC/13/2011 - Part retrospective Planning Application for ground remediation, the raising of land levels and construction of a retaining wall together with the construction of 17 dwellings, earthworks, completion of estate road, parking, open space, boundary treatments and landscaping

Condition 10 of planning permission MC/13/2011 referred to lighting. Cllr Etheridge said he was unhappy about the entire situation and asked for a site meeting.

489 **v MC/15/0849:** 25 Brissenden Close, Lower Upnor: Details pursuant to condition 03 on planning permission MC/14/3387 for 'Extension to existing rear balcony including privacy panels and spiral external staircase for access to balcony'

No objection.

490 **b Decisions**

The decisions listed on Appendix A were received.

491 **c Appeals and Other Matters**

None.

492 **d Licensing Applications**

None.

9 FINANCE

493 **a Bank Balances**

The bank balances as listed on Appendix B were noted.

494 **b Cheques Signed Since the Last Meeting**

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

495 **c Accounts for Payment**

It was proposed by Cllr Etheridge, seconded by Cllr Archer and agreed the accounts for payment as listed on Appendix B be approved (cheques 101708 – 101711), together with £40, Upnor Residents' Association (cheque 101712). Minute 2014/15/270 refers.

496 **d Workplace Pensions**

The Clerk reported that she had registered herself as primary contact with the Pensions Regulator and that the key date was 1st July 2016. The criteria did not apply to her, but a scheme had to be in place for any future employee.

7 MANOR FARM

497 The Chairman welcomed Walter Roberts and Richard Smith of the Heritage Design Team and suspended the meeting to enable them to speak.

Mr Roberts gave an update on the latest position. They had had to carry out emergency works and some funding had been given by English Heritage. The scaffolding was part of these works. The sheeting had been affected by the weather and had had to be replaced twice. They were conscious nothing had been done to reinstate the sheeting, which was due to finances. Now they had their permission to infill the quarry, their funding was coming into place. The scaffolding was designed to construct the first bay and to start to repair the barn. It would now be adapted as a working platform. They were speaking to specialists who would help with the infill of the quarry and they would now be able to make meaningful progress. Cllr Etheridge asked why it had taken so long. Mr Roberts said they had letter of apology from the local planning authority, who had cited lack of staff. Mr Smith added that they had

had to purchase the land from the Church Commissioners first. Cllr Etheridge asked about apprenticeships. Mr Roberts replied that the restoration of the barn would not be a quick thing. They wanted to re-enact that section of the barn using methods that would have been employed in the past. Their target was 12 months; they should then have a suitable team and would be able to move on. Since the emergency works had been carried out, the ridge at the south end had been fire damaged. They had a responsibility under the S 106 agreement to do a schedule of works, which would include doors, windows, some cladding and the rafters. The Chairman asked about the dwellings with workshops and Mr Roberts said that a masterplan would have to be put together. Cllr Etheridge asked they write quarterly updates on progress for the parish magazine.

The Chairman thanked Mr Roberts and Mr Smith and reconvened the meeting.

10 GRANT APPLICATIONS

498 None.

11 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY

499 a Recreation Ground/Hall Garden

The Clerk reminded Cllr Millsom that he had promised to pass to her details of someone who could repair the fence. *AM*

500 b Wainscott Fields Open Space

Nothing to report.

c Playparks and MUGA

501 i. Recreation Ground. Nothing to report.

502 ii. Wainscott Fields. Nothing to report.

503 iii. Fordwich Drive. An email had been received by the landowner's conveyancing legal officer, saying that they would be willing to sell the land to the Parish Council, but the Directors would have to agree first. Cllr Hicks confirmed that as part of the S 106 agreement, there was already a covenant on the land to prevent its being developed.

504 d Allotments

The holders had been invoiced for 2014/15.

e Lower Upnor Village Green

505 i. General matters. Nothing to report.

506 ii. Petanque court. Two residents of Albion Place had objected to the proposal of a petanque court on the village green. Cllr Etheridge reported that he, Cllr Hicks and Cllr Williams had reviewed other potential sites in Lower Upnor and had concluded the site currently occupied by the public conveniences might be a possibility.

507 f **Woodland**

Nothing to report.

508 h **Notice Boards**

The Clerk reported that the boards were in the process of being refurbished.

12 UPNOR509 a **General Matters**

Cllr Hicks said that he had used some of his ward improvement fund on road improvements and the car park. Cllr Moore said he had received complaints about Sunday working on the MoD site and accusations they were not keeping to Health & Safety regulations. He was advised to communicate this to Colin Parr of the Chatham Rope Company. There was a worry that the cliff face behind Galleon Way was falling away. He believed it had been inspected by Taylor Wimpey and Greenbelt. Cllr Hicks said that if the Beacon hill Trust wanted to reduce the slope, they would need to apply for planning permission.

510 b **Lower Upnor Riverside Project**

Cllr Hicks said that the project was being re-costed. There was a possibility of additional funding coming forward from S 106 monies.

511 c **Upnor Residents' Community Association**

Cllr Hicks said he had attended the AGM on behalf of Cllr Etheridge. About 20 residents had attended.

13 LIBERTY PARK512 a **Liberty Park Residents' Association**

Cllr Martin said no meeting had been held.

513 b **Future Ownership and Maintenance of Open Spaces**

The Clerk had written to Crest Nicholson to open negotiations, but so far no reply had been received

14 TAYLOR WIMPEY TEMPLARS DEVELOPMENT

514 The Chairman reported on the felling of trees on the site, which he had understood were subject to tree preservation orders. Medway Council's tree officer had confirmed that this was permissible on new housing developments but the developers would have to plant trees in mitigation.

15 HIGHWAYS & TRANSPORT**515 a Proposed Pedestrian Crossing in Hollywood Lane**

The Chairman reported on a site meeting with the Deputy Director of Regeneration, Community and Culture at Medway Council. Various options had been discussed and a new scheme would be drawn up for assessment by the safety team and public consultation.

516 b Parking, Leigh Road

Cllr Archer reported that residents were contacting ITV over filming at the entrance to Leigh Road. Cllr Mrs Coomber suggested making a request for double yellow lines. Cllr Hicks said it would have to be a formal request, which would go out to consultation.

517 c Stonehorse Lane

It was reported there was much litter in Stonehorse Lane.

16 LIGHTING

518 Cllr Williams said that the electric feed to two lights on Frindsbury Hill was now working.

17 RURAL LIAISON COMMITTEE**519 a Representative's Report**

Cllr Hicks reported on the last meeting. There had been a report from the police and Cliffe and Cliffe Woods Parish Council had spoken about their Neighbourhood Plan.

520 b Projects

i Parish Room. The Chairman had completed his research and had passed on the list of Chairmen.

18 KALC/MAC**521 a Representatives' Report**

The next meeting was on 15th April and would be attended by the new President and officers of KALC.

19 POLICE MATTERS**522 a PCSO's Report**

In the PCSO's absence, there was no report.

523 b Police Liaison Committee Representative's Report

Cllr Millsom said there had been no meeting.

524 c **Neighbourhood Watch**

Cllr Miller said there had been an article in the magazine. He had received a telephone call from a resident of Grasmere Grove who was interested in setting up a watch and had passed her on to Medway Council. There had been the theft of a car from Newenden Road and garages broken into in Sholden Road and Hollywood Lane.

20 HALL MANAGEMENT COMMITTEE

525 a **Representative’s Report**

Cllr Mrs Coomber said there had been no meeting. She was investigating refurbishment of the gents’ toilets and had received quotes of £6,000, £5,000 and £2,000. Cllr Mason had promised £500 from his ward improvement fund.

526 b **Gents’ Toilet Roof**

The gents’ toilet had been re-roofed.

21 COMMUNICATIONS

527 a **Website**

Nothing to report.

528 b **Magazine**

Cllr Etheridge said that the latest issue had been delivered.

22 CONSULTATION

529 No documents received.

23 CORRESPONDENCE

530 None.

24 REPORTS AND CIRCULARS

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

The Chairman thanked everyone for attending and closed the meeting at 9.15 pm

SignedChairman

On theday of2015