

FRINDSBURY EXTRA PARISH COUNCIL

MINUTES OF THE VIRTUAL MEETING HELD ON WEDNESDAY 17 JUNE 2020

PRESENT: Cllr Chris Sparks Chairman
 Cllr Gary Etheridge
 Cllr Peter Martin from item 12
 Cllr Andrew Millsom
 Cllr Geoff Moore
 Cllr Ope Onimole Items 1 - 17
 Cllr Mrs Elizabeth Turpin
 Cllr John Williams

 Mrs Roxana Brammer Clerk
 Miss Emma Flewin Assistant Clerk

In Attendance 3 members of the public

Item Minute 2020/21/ *Action point*

1 APOLOGIES

1 Apologies for absence were received from

Cllr David Coomber Lack of suitable IT facilities
 Cllr Mrs Sheila Noise Lack of IT facilities

It was proposed by Cllr Sparks, seconded by Cllr Moore and agreed these apologies be accepted. An apology for late arrival was received from Cllr Martin. An apology for absence was also received from Mrs Anne Roscow, Footpaths Officer.

2 INTERESTS

2 a Declarations of Interest

Cllr Etheridge declared a possible conflict of interest in item 7a, planning applications, as a member of Medway Council’s planning committee and said he would neither take part in any discussions or vote.

3 Dispensations

It was proposed by Cllr Sparks, seconded by Cllr Etheridge and agreed that dispensations be given to Cllrs Coomber and Mrs Noise for the period of Covid 19 Government regulations, due to lack of IT equipment to enable them to take part in virtual meetings.

3 ANY OTHER BUSINESS OF AN URGENT NATURE

4 None.

4 MINUTES OF THE MEETING HELD ON 26 MARCH 2020

5 It was proposed by Cllr Millsom, seconded by Cllr Sparks and agreed the minutes of the virtual meeting held by email on 26th March 2020 be signed as a true record

5 MATTERS ARISING

6 No matters were raised.

6 FOOTPATHS**7 a Representative's Report**

In Mrs Roscow's absence there was no report.

8 b Wainscott Walk

Cllr Mrs Turpin said that a resident had complained about the state of the alleyway at the rear of houses in Wainscott Walk. Medway Council had said it was not their responsibility, After discussion it was thought that as the houses had once been council houses, the alleyway would probably have been part of the sale of council houses to MHS Homes.

7 PLANNING**a Applications**

9 **i MC/20/1059 & MC/20/1060** Manor House, Parsonage Lane Frindsbury Construction of a detached green oak timber framed garage and storage building. & listed building consent

No objection

10 **ii MC/20/1246** 88 Hilltop Road, Wainscott: Excavation works to front to provide vehicle hardstanding area together with the construction of retaining walls access steps and vehicle crossover

No objection

11 **iii MC/20/1222** Plot 2A, Culpepper Close, Medway City Estate: Change of use of land to form B1 workspace incorporating the installation of shipping containers to form a part two storey part three storey high construction with associated storage, landscaping and provision of car park

No objection

12 **iv MC/20/1213** The Royal Oak, Cooling Road, Frindsbury Extra: Listed building consent for various internal and external changes

No objection

13 **v MC/20/0482** Manor Farm, Parsonage Lane, Frindsbury: Variation of conditions 19 (hours infilling) and 20 (loading/handling etc) of planning permission MC/10/2068 - .

on Condition 19 To amend the infill activity hours and shall only operate between the hours Of 08:00 to 17:30 Monday to Friday inclusive , 08:30 to 13:00 hours Saturdays and no works on Sundays or Bank/Public holidays and condition 20 no goods will be loaded/unloaded stored or otherwise handled and no goods vehicles shall arrive or depart, within the application site outside the hours of 08:00 to 17:30 hours Mondays to Friday; 08:30 to 13:00 hours on Saturdays or at any time on Sundays or Public/Bank holidays

After discussion, it was agreed to respond as follows:

Frindsbury Extra Parish Council has concerns over this application to vary the conditions relating to hours of use and timescale on highway grounds. The access road for filling the quarry comes out onto the A289, which is a busy road, serving as it does the Medway Tunnel and Medway City Estate. The hours and timescale of operation were set in the original consent for good reasons and should remain..

- 14 **vi** **MC/20/1363** 233 Frindsbury Hill, Frindsbury: Change of use from dwellinghouse (Class C3) to house of multiple occupation (Class C3(b)) for up to six people and retrospective application for existing roof extension

After discussion it was agreed to respond as follows:

Frindsbury Extra Parish Council objects to this application.

Your attention is drawn to the previous application for this dwelling house, MC/19/1596, which was refused by the local planning authority for the following reasons:

1 The use of the property as a larger HMO for 9 residents would prejudice the character and appearance of the area when combined with the proposed roofalteration by reason of design, mass and scale. The proposal would conflict with the objectives of Policies H7, BNE1 and BNE2 of the Medway Local Plan 2003 and 124,127,128,130 of the National Planning Policy Framework 2019 where the impact of the development from a single family home to a House in Multiple Occupancy will significantly increase activity detrimental to the amenity of the occupiers of nearby family homes, intensify the occupancy of the property having regard to noise and disturbance detrimental to the amenity of neighbouring occupiers.

2 The development would fail to provide adequate parking to serve the proposed use and it would increase competition for parking on the highway that would lead to an adverse impact on highway safety and efficiency and neighbouring residential amenity. Overall the development would fail to comply with the objectives of Policies BNE2, T1 and T13 of the Medway Local Plan 2003 and paragraphs 70, 108, 109, 127(f) of the National Planning Policy Framework 2019.

3 The application fails to address the impact of the proposal on the Special Protection Areas of the Thames Estuary and Marshes and the Medway Estuary and Marshes through either the submission of details to allow the undertaking of an Appropriate Assessment or via a contribution towards strategic mitigation measures. In the absence of such information or contribution, the proposal fails to comply with requirements of the Conservation of Habitat and Species Regulations 2010 and is contrary to paragraphs 175 and 176 of the National Planning Policy Framework and Policy BNE35 of the Medway Local Plan 2003.

The Parish Council notes that the proposed number of rooms has been reduced from 9 to 6, but in the members' view this makes no difference to the reasons for refusal of change of use from single family dwelling to house of multi occupancy as outlined above.

15 **b Decisions**

The decisions as listed on appendix A were noted.

c Appeals and Other Matters

15 **i Local Plan**

Cllr Etheridge reported that the update for Medway Councillors had been cancelled due to the Covid 19 lockdown..

17 **li MC/19/2361: Patman's Wharf, Lower Upnor**

Cllr Etheridge reported that both the Environment Agency and local residents had raised various issues but it had not been made clear what these issues were. The Medway Planning Committee had asked for noise assessments to be made and Cllr Etheridge had asked to be informed in advance so that he could ensure the day and time chosen were appropriate and so that he could be present.

8 FINANCE

18 **a Bank Mandate**

It was proposed by Cllr Sparks, seconded by Cllr Moore and agreed the Assistant Clerk be added to the bank mandate, with internet access.

19 **b Bank Balances**

The bank balances as listed on Appendix B were noted.

20 **c Payments Made Since Last Meeting**

The payments made since the last meeting as listed on Appendix B were ratified.

21 **d Accounts for Payment**

It was proposed by Cllr Spsrks, seconded by Cllr Etheridge and agreed the accounts for payment as listed on Appendix B be approved (cheques 102181-102187 and two direct debits).

22 **E Accounts 2019/20**

The draft accounts for the year to 31 March 2020 had been circulated prior to the meeting. It was proposed by Cllr Moore, seconded by Cllr Mrs Turpin and agreed they be adopted.

23 **f Internal Audit Report 2019/20**

The Internal Auditor's Report for the year to 31 March 2020 was received.

24 **g External Audit Annual Return Governance Statement 2019/20**

The Annual Return Governance Statement for the year to 31 March 2019 was considered, and completed. It was proposed by tCllr Etheridge, seconded by Cllr Onimole and agreed it be signed by the Chairman and Clerk.

25 **h External Audit Annual Return Statement of Accounts 2019/20**

The Annual Return Statement of Accounts for the year to 31 March 2020 had been signed by the Responsible Financial Officer and circulated prior to the meeting. It was proposed by Cllr Millsom, seconded by Cllr Etheridge and agreed it be signed by the Chairman.

26 **i Standing Order Payment**

The Clerk said she had discussed with Nurture Landscapes the possibility of paying the contract by monthly standing order. After discussion it was proposed by Cllr Etheridge, seconded by Cllr Williams and agreed that the Clerk be instructed to set one up.

27 **J Payments by Bank Transfer**

The Internal Auditor had recommended that payments be made by bank transfer. The Clerk had written a paper which had been circulated prior to the meeting, which was discussed. It was then proposed by Cllr Moore, seconded by Cllr Williams and agreed the draft protocol be adopted and incorporated into the Council's Financial Regulations on the next review, subject to the addition of a dual authority payment and setting the limit at £500.

9 GRANT APPLICATIONS

28 None.

10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY

a Recreation Ground/Hall Garden

29 **i General |Matters**

The Clerk reported that the resident of a property in Miller Way adjacent to the Ground had complained about a Russian vine growing into his garden. On clearing the plant, the landscape contractor had discovered it was growing not from the Recreation Ground but from a gap between the chain link boundary fence and a close boarded garden fence on the adjoining property. The plant had been sprayed with brushwood killer. The property was owned by MHS Homes and it was decided to monitor the plant and if it got out of hand again to ask the landlord to deal with it in future.

The Clerk also reported that the signs had now been installed on the Recreation Ground, Wainscott Fields and Coomber Green.

30 **ii Urban Tree Project**

The Assistant Clerk reported that Medway Council was making a bid for the Urban Tree Project and had asked that trees could be planted on the Recreation Ground and Wainscott Fields. She had had a meeting with the officer on site and they had identified areas where it would be suitable to plant trees. A map had subsequently been circulated to members. It was agreed to allow Medway Council to go ahead with the bid for both areas.

31 **b Wainscott Fields General Matters**

The Assistant Clerk reported that vehicles had been driving across the play area again. Cllr Williams had taken this up with the police and had asked for more attendance by the Police Community Support Officer. A quotation of £850 for the supply and installation of a lockable bollard had been obtained and it was proposed by Cllr Etheridge, seconded by Cllr Williams and agreed to proceed.

32 **c Wainscott Fields Working Group**

Cllr Sparks reported that the project was on hold due to Covid 19 lockdown. Dave Smith of Environmental Planning and Research had worked with Medway Council on the Urban Tree Project bid for Wainscott Fields.

33 **d Coomber Green**

Nothing further to report.

e Playparks

34 **i Recreation Ground.**

The Clerk reported that the repairs identified in the Insurance Engineering Inspection Report had been carried out. Signs had been put up in all three play areas to say that the playparks were closed until further notice, due to the Covid 19 pandemic.

35 **ii Wainscott Fields.**

The Clerk reported that the repairs identified in the Insurance Engineering Inspection Report had been carried out.

36 **iii Coomber Green.**

Nothing to report

37 **f Allotments**

Two vacant plots had been taken and there had been problems with identification. On further investigation, it had been found necessary to trim various areas and rebuild the path from the gate across to the other side of the site. The plots were all different sizes and the plot holders had all been informed that the plots would be marked out to the correct dimensions after the growing season.

38 **g Lower Upnor Village Green**

Nothing to report.

h Woodland

39 **i General Matters**

Nothing to report.

40 **ii Retaining Wall**

Cllr Millsom reported that he had done the drawings and was currently preparing the specification and other papers to go out for sealed tender.

41 **j Notice Boards**

Nothing to report

42 **k Defibrillators**

Cllr Millsom reported that the defibrillator had now been installed at the King's Arms.

11 UPNOR

43 **a General Matters**

Galleon Way was still closed The future of the Arethusa Venture Centre was discussed and it was suggested that the Medway Councillors apply to have it made an asset of community value.

44 **b Parking and Traffic Management**

Cllr Sparks would raise this again when he managed to speak to Cllr Filmer.

12 HIGHWAYS AND TRANSPORT

45 **a Four Elms Hill Flyover**

Cllr Etheridge reported that the Portfolio holder was unaware of progress or timescale.

46 **b Sharnal Street Station**

Cllr Etheridge had noupdate to give.

13 LIGHTING

47 Nothing to report.

7

14 RURAL LIAISON COMMITTEE**48 a Representative's Report**

No meeting had been held.

15 KENT ASSOCIATION OF LOCAL COUNCILS MEDWAY AREA COMMITTEE

49 Cllr Moore said that no meeting had been held and that the meeting scheduled for July would be cancelled.

16 HALL MANAGEMENT COMMITTEE**50 a Representative's Report**

Cllr Mrs Noise's absence there was no report.

17 POLICE MATTERS**51 a Police Liaison Committee Representative's Report**

Cllr Williams said that no meeting had been held but he was still in regular contact.

52 b Neighbourhood Watch

In Cllr Onimole's absence there was no report.

18 COMMUNICATIONS**53 a Website**

The Assistant Clerk had now taken over as Webmaster.

54 b Magazine

Cllr Etheridge said the next issue of the magazine would be in July...

55 c Social Media

The Assistant Clerk would set up a Facebook page after her maternity leave.

20 CONSULTATION

56 No documents received.

21 CORRESPONDENCE

57 None.

22 REPORTS AND CIRCULARS

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

8

The Chairman suspended the meeting for the Medway Councillor's report and public session.

MEDWAY COUNCILLORS' REPORT

Cllr Mrs Turpin said that Medway Council would be holding virtual meetings at least until the end of the year.

PUBLIC SESSION

No issues were raised by the members **of the public**.

CONFIDENTIAL SECTION

23 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

59 It was proposed by Cllr Sparks, seconded by Cllr Moore and agreed the press and public be excluded from the following item on the grounds it was a legal matter.

24 LAND ACQUISITION

60 Cllr Sparks reported that due to the Covid 19 virus lockdown, no progress had been made. During this time the Council's solicitor had written again. Cllr Sparks lied that Taylor Wimpey had reopened their offices and he would restart the request for a meeting.

The Chairman thanked everyone for attending and closed the meeting at 9.59 pm

Signed *Chris Sparks* Chairman

On the 22nd day of July 2020