

FRINDSBURY EXTRA PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 27 JUNE 2023 AT FRINDSBURY EXTRA MEMORIAL HALL, HOLLY ROAD, WAINSCOTT AT 7.30 PM

PRESENT:	Cllr Chris Sparks Cllr Geoffrey Moore Cllr Tony Ashton Cllr Gareth Batts Cllr Craig Liddell Cllr Andrew Millsom Cllr Sheila Noise Cllr Mrs Anne Roscow Mrs Roxana Brammer Mrs Emma Johnson	Chairman Vice-Chairman Clerk Assistant Clerk	From Item 10 From item 10
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In attendance 2 Member of the public

Item

Minute 2023/24

Action point

1 APOLOGIES

139 Apologies for absence were received from
 Cllr Gary Etheridge Rural Liaison
 Cllr Vanessa Roach Family Commitment
 Cllr John Williams Rural liaison
 Cllr Ope Onimole Childcare
 Apologies for late arrival were received from Cllrs Millsom and Ashton due to attending a defibrillator training session.
 It was proposed by Cllr Moore, seconded by Cllr Roscow and agreed these apologies be accepted.

2 DECLARATIONS OF INTEREST

140 None

3 ANY OTHER BUSINESS OF AN URGENT NATURE

141 None

4 MINUTES OF LAST MEETING

142 It was proposed by Cllr Moore, seconded by Cllr Liddell and agreed the minutes of the meeting held on 22nd May 2023 be signed as a true record.

5 MATTERS ARISING

143 None

6 FOOTPATHS

144 Footpath Officer's Report

Cllr Mrs Roscow gave her report as follows:

When I walked RS120, between Cooling Road and Cliffe Road, this month, I saw that the undergrowth had been cut back from the path.
 The dead tree leaning over the bridleway close to Dillywood Lane has been cut down, following on from my conversation with a Medway Norse Ranger last month.

7 PLANNING

a Applications

- 145 **i MC/23/1335** Land North Of Commissioners Road Strood: Details pursuant to condition 12- (additional bird nesting opportunities) on planning permission MC/16/4268 - Outline planning application (with all matters reserved except means of access from Commissioners Road) for up to 130 residential dwellings earthworks to create development levels; new internal access roads car parking, open space, sustainable urban drainage systems and associated landscaping and infrastructure

No objection.

- 146 **ii MC/23/1243** 43 Holly Road Wainscott: Retrospective application for the construction of a single storey extension to the rear; demolition of existing outbuilding with a replacement (larger) outbuilding together with extension to existing hardstanding area

No objection

- 147 **iii MC/23/1210** Land North Of Commissioner's Road Strood: Details pursuant to condition 23 (boundary treatment) on planning permission MC/16/4268 - Outline planning application (with all matters reserved except means of access from Commissioners Road) for up to 130 residential dwellings earthworks to create development levels; new internal access roads car parking, open space, sustainable urban drainage systems and associated landscaping and infrastructure

No Objection

- 148 **iv MC/23/1194** Good Food Wines Whitewall Road Medway City Estate: Construction of a two storey extension - removal of existing

No Objection

- 149 **iv MC/23/1194** Upnor Castle House Upnor Road Upnor: Various tree works to trees growing within grounds of Upnor Castle House and numbered 1; 3; 4; 9;10;11;;13;27; 28; 31;42; 43; 54; 57; 59; 60; 62; 63; 66 and 68, please refer to document titled 'tree schedule' for more detail.

No Objection

150 b Decisions

The decisions as listed on Appendix A were noted.

c Appeals and Other Matters

151 i House Boat Lower Upnor

Cllr Sparks reported there was no further update since the last meeting.

CS

152 d Neighbourhood Plan

Cllr Sparks reported that himself and Cllr Ashton would be arranging a meeting with Dave Harris at Medway Council and with Cliffe Woods Parish Council to get advise with completing the neighbourhood plan. The Clerk was asked to send the locality grant forms to the Assistant Clerk.

RB

8 FINANCE

153 a Bank Balances

The Bank balances at 31 May as listed on Appendix B were noted.

154 b Paid since last meeting

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

- e Schooner Walk Open Space/Playpark**
- General Matters**
- 166 i Cllr Sparks reported that a hedge had now been planted to reduce the noise of the gym equipment on the neighbours.
- f Allotments**
- 167 i The Assistant Clerk reported the allotments were looking very over grown and the fence down the back of the allotments was still down. Cllr Sparks agreed to meet up and do a walk around.
- g Woodland**
- The quotations for land behind 8 Margetts Place was accepted.
- 169 **h Notice Boards**
- Nothing to report.
- 170 **i Defibrillators**
- Cllr Millsom and Cllr Ashton attended the CPR defib training at the Kings Arms in Upnor and had been told when defibrillators get used they are usually still connected and taken in the ambulance and then get lost if not labelled where to return to, Assistant Clerk to arrange labelling of all defibs. The Assistant Clerk also reported the prices for the defibrillator for the Church Hall on Frindsbury Hill which Councillors agreed to. EJ
- 11 UPNOR**
- 171 **a General Matters**
- It was reported the grass on the triangle junction was above waist height now and obstructing views and there had been a few near misses. The Assistant Clerk would chase MOD again.
- 172 **b Arethusa Venture Centre**
- Nothing to report.
- 173 **c Lower Upnor Green**
- Nothing to report.
- 12 FRINDBURY EXTRA MEMORIAL HALL**
- 174 Cllr Sparks reported that plans had been made and a schedule of works to be completed on the hall that would be shared in due course but that it had been discussed that the brownies move their equipment to a storage room downstairs and that the Parish Council could have an office upstairs.
- 13 HIGHWAYS AND TRANSPORT**
- 175 Nothing to report.
- 14 LIGHTING**
- 176 Nothing to report.
- 15 RURAL LIAISON COMMITTEE**
- a Representative's Report**
- 177 Cllr Batts reported many topics had been discussed such as the impact on the local area when the Lower Thames Crossing is complete, the piling noise coming from the docks across the river and that the Rural Liaison Grant was going to be paid to Parish Council's again but no date had been confirmed.

- 16 KENT ASSOCIATION OF LOCAL COUNCILS MEDWAY AREA COMMITTEE**
- 178 a **Representatives' Report**
Cllr Moore reported their next meeting was in July.
- 17 POLICE MATTERS**
- a **Police Liaison Committee Representative's Report**
179 In Cllr Williams and Cllr Onimoles absence no report was given.
- b **Neighbourhood Watch**
180 In Cllr Millsom asked for contacts for the local groups.
- c **Medway Yacht Club Burglary**
181 Cllr Sparks reported some boats and generators had been stolen from Medway yacht club and seemed to be an organised crime.
- 18 COMMUNICATIONS**
- a **Website**
182 Nothing to report.
- b **Magazine**
183 In Cllr Etheridge's absence no report was given.
- c **Social Media**
184 Nothing to report.
- 19 CONSULTATION**
- 185 None.
- 20 Correspondence**
- 186 None.
- 21 REPORTS AND CIRCULARS**
- 187 None.

MEDWAY COUNCILLORS' REPORT AND PUBLIC SESSION

As no Medway Councillors were in attendance no report was given.

CONFIDENTIAL SECTION

- 22 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC**
- 188 It was proposed by Cllr Sparks, seconded by Cllr Moore and agreed the press and public be excluded from the following items on the grounds that the matter concerned members of staff.
- 23 PERSONNEL**
- a **Volunteers – Health & Safety and HR Legislation**
189 It was reported that all volunteer groups were still suspended until the correct paper work has been put in place which is to be discussed next on the agenda.

190 **b** **Health & Safety and HR Company Quotes**

The Assistant Clerk reported a few months ago she had brought the lack of risk assessments or health and safety policies to the attention of the Parish Council and had been asked to find companies to help with the issues as the Assistant Clerk has no knowledge of what is needed.
The Assistant Clerk presented 4 quotes from Health and Safety companies with varying prices and services to the Councillors presenting what each company can provide. Budget and services were discussed and Councillors asked to defer the subject to the next meeting to have more time to assess each option.

191 **c** **Promotion of Assistant Clerk to Clerk from 1st July**

It was discussed that as of the 1st of July the Assistant Clerk will be promoted to Clerk alongside the current Clerk until the 7th July when the current Clerk will retire. A personnel meeting had taken place and the new Clerks salary was agreed where as at the 1st of July it will increase to £17.15 an hour and be contracted for 24 hours a week. It was also agreed that once a new Assistant Clerk was hired the Clerks salary will rise by £1.00 an hour, then on completion of the CILCA qualification will increase again by £2.45 an hour.

The Chairman thanked everyone for attending and closed the meeting at 21:45

Signed Chairman

On the ... day of2023