

FRINDSBURY EXTRA PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 27 FEBRUARY 2024 AT FRINDSBURY EXTRA MEMORIAL HALL, HOLLY ROAD, WAINSCOTT AT 7.30 PM

PRESENT:	Cllr Chris Sparks Cllr Geoffrey Moore Cllr Tony Ashton Cllr Gary Etheridge Cllr Andrew Millsom Cllr Sheila Noise Cllr Vanessa Roach Cllr Anne Roscow Cllr Elizabeth Turpin Cllr John Williams	Chairman Vice-Chairman	
			Items 6-25
	Emma Johnson Ashlie Gash	Clerk Assistant Clerk	
In attendance	2 Member of the public		

Item

Minute 2023/24

Action point

1 APOLOGIES

506 No Apologies for absence were received.
It was proposed by Cllr Sparks, seconded by Cllr Moore and agreed these apologies be accepted.

2 DECLARATIONS OF INTEREST

507 Cllr Etheridge declared a conflict of interest with item 7 planning.

3 ANY OTHER BUSINESS OF AN URGENT NATURE

508 None

4 MINUTES OF LAST MEETING

509 It was proposed by Cllr Etheridge, seconded by Cllr Moore and agreed the minutes of the meeting held on 23rd January 2024 be signed as a true record.

5 MATTERS ARISING

510 None

6 FOOTPATHS

511 Footpath Officer's Report

Cllr Roscow reported that This month we have removed several branches and trunks that were obstructing RS136, the footpath that can be accessed from Brissenden Close. We also collected litter.

7 PLANNING

a Applications

512 i **MC/24/0181** Tennis Club Pavilion, Frog Island, Upnor Road, Upnor: Construction of a single storey extension with balcony above - demolition of existing lean-to

Frindsbury Extra Parish Council have no objection to this application.

- 513 ii **MC/24/0142** Tennis Club Pavilion, Frog Island, Upnor Road, Upnor: Replace existing 3 no tennis courts with 6 no enclosed paddle courts.
- Frindsbury Extra Parish Council have no objection to this application.
- 514 iii **MC/24/0266** Dillywood Garden Centre, Dillywood Lane, Wainscott: Construction of 12 detached dwellings with associated parking, access and landscaping - demolition of existing garden centre and associated buildings
- Frindsbury Extra Parish Councillors met and discussed the application for MC/24/0266 Dillywood Garden Centre, Dillywood Lane and wish to object to this application.
The objection is based upon the sites unsustainable location for a residential development being down a single track road with limited passing places and the amount of houses would increase the traffic. There is also no footpath along this road which means to leave the development residents would have no choice but to use their vehicles or risk their safety walking in the road.
There was also concerns for the development being on greenbelt land and Councillors also wished to question whether the old Medway Railway Tunnel runs through this site and if this had been investigated.
- 515 iv **MC/24/0275** Hawthorns Upnor Road, Upnor: Construction of a two-storey atrium to front, the enlargement of a side window, the replacement of a garage rear window with a door and the replacement of a rear window with a glazed fixed panel. Addition of composite cladding to front.
- Frindsbury Extra Parish Council have no objection to this application.
- 516 v **MC/24/0108** Medway Enterprise Centre, Enterprise Close, Medway City Estate: Construction of an office cabin with associated utility connections, relocation of an existing Blue Badge parking space and provision of an additional Blue Badge parking space
- Frindsbury Extra Parish Council have no objection to this application.
- 517 b **Decisions**
- The decisions as listed on Appendix A were noted.
- 517 c **Appeals and Other Matters**
- 518 i **House Boat Lower Upnor**
- No Update
- 519 d **Neighbourhood Plan**
- Cllr Ashton reported two quotes had been received for a consultant for the neighbourhood plan and had plans to go ahead with one. Strood Rural Councillors also offered support towards the neighbourhood plan where they could.
- 8 **FINANCE**
- 520 a **Bank Balances**
- The Bank balances at 31 January as listed on Appendix B were noted.
- 521 b **Paid since last meeting**
- Payments made since the last meeting as listed on Appendix B were ratified.
- 522 c **Accounts for payment**
- It was proposed by Cllr Turpin, seconded by Cllr Roach and agreed that the accounts for payment as listed on Appendix B be paid.

CS/
TA

- 9 GRANT APPLICATIONS**
- 523 **a Frindsbury Memorial Hall**
Cllr Sparks as a member of the hall committee reported that the Memorial Hall had requested a grant towards the hall insurance again this year. The figures had been looked at and a cheaper rate over a 5 year period was preferable. Councillors agreed to the 5 year fee of £2239.17 but any additional costs would need to be covered by the hall. It was proposed by Cllr Moore, seconded by Cllr Etheridge and agreed to pay the figure above for the next 5 years as a grant made under S19 of the Miscellaneous Provisions Act 1976. JW
- 524 **b Medway Hygiene Bank**
Cllr Williams reported Medway Hygiene Bank was working locally in the area having drop off points at the chemist and local schools but due to the financial crisis at present donations were struggling. Cllr Williams was asked to get in touch with Medway Hygiene Bank and if they were interested to let them know a grant could be applied for through the Clerk.
- 10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY**
- a Recreation Ground/Hall Garden/Playpark**
- 525 **i General Matters**
The Chairman reported on a quote for replacing the 3 benches at the recreation field which sparked a conversation about leasing the field and the amount of money it costs the Parish Council to maintain it when its not owned by the Parish. It was unanimously agreed to check the lease to see the details of handing the land back to Medway Council to maintain. EJ/CS
- b Wainscott Fields Open Space/Playpark**
- 526 The Clerk reported that the knee rail replacements had been agreed and work would commence any day.
- c Wainscott Fields Working Group**
- 527 Cllr Sparks reported he had drafted a letter advising of the opportunity to buy BNG points and would look at pushing the letters out to developers. CS
- d Coomber Green Open Space/Playpark**
- 528 **i** The Clerk reported the tree work at Coomber Green was complete.
- e Schooner Walk Open Space/Playpark**
- 529 Cllr Sparks would speak to resident about cutting trees back from on top of their garages. CS
- 530 **f Memorial Tree**
The Clerk reported a quote had been received from Nurture Landscapes but the residents felt the quote was too expensive and requested to purchase the tree, post and protection and plant themselves. Councillors agreed but all arrangements such as location must be agreed by the Clerk.
- 531 **g Allotments**
Cllr Sparks reported he had spoken to a landowner in Upnor regarding purchasing some land for a new allotment site and they were open to review an offer. The Assistant Clerk investigated the community ownership fund and will apply as soon as the next lot of funding is open. EJ, AG
- h Woodland**
- 532 Nothing to report.
- 533 **i Notice Boards**
Nothing to report.

534 j **Defibrillators**

It was discussed to put out some information on CPR and Defib locations in the Parish on social media that the Assistant Clerk would organise. The Clerk said she would organise a photo opportunity for the defib at Frindsbury Church Hall which was granted by the Parish Council to advertise its location on social media.

11 **UPNOR**

535 a **General Matters**

Cllr Ashton proposed the idea of joining Upper and Lower Upnor with a more functional path that isn't muddy and has no lighting, so no resident feels unsafe and that is accessible for everyone. The Clerk will contact Medway Council to see if the land is owned by them or the MOD and suggest the idea.

536 b **Arethusa Venture Centre**

Cllr Sparks reported the site had now been purchased. Concerns were raised again regarding the figure head.

537 c **Lower Upnor Green**

Nothing to report.

538 d **Upnor Litter Pick Group**

The Clerk reported the Upnor litter pick group would like to come back under the Parish Council as volunteers and the Clerk explained the paperwork involved. Councillors agreed to this and instructed the Clerk to make sure all paperwork complied with health and safety and to check with Peninsula.

12 **FRINDSBURY EXTRA MEMORIAL HALL**

539 Cllr Sparks reported the hall was still making a profit and refurbishment works were still undergoing.

13 **FRINDSBURY MARITIME ACADEMY SCHOOL**

540 The Clerk reported she had a response from the school but requested we contact them once the new school was open.

14 **HIGHWAYS AND TRANSPORT**

541 The Frindsbury Hill closure which will happen from the 11th March until June was discussed. Councillors were very disappointed in Medway Council for the lack of factual information and any form of contact with residents living along the road. Cllr Turpin would email Simon Curry from Medway Council to request a meeting to discuss access for residents.

15 **LIGHTING**

542 Nothing to report.

16 **RURAL LIAISON COMMITTEE**

a **Representative's Report**

543 Next meeting on the 5th March.

17 **KENT ASSOCIATION OF LOCAL COUNCILS MEDWAY AREA COMMITTEE**

544 a **Representatives' Report**

Cllr Moore reported the last meeting went well and 6 Parish's attended. KALC would also be attending on the 15th May to give a presentation.

18 POLICE MATTERS

545 a **Police Report**

Pc Richard Jones attended the meeting to report that fly tipping, burglary and robbery numbers were down. It was also reported that police had intervened in a car meet in Wainscott recently and managed to keep it moving all the way to Erith. Also officers were now receiving training the seize untaxed vehicles.

546 b **Police Liaison Committee Representative's Report**

In Cllr Onimole absence no update was given.

547 c **Neighbourhood Watch**

Cllr Millsom had no update.

19 COMMUNICATIONS

548 a **Website**

The Assistant Clerk reported a page for the neighbourhood plan had been created on the website ready for when the project gets going.

549 b **Magazine**

Cllr Etheridge reported waiting for a publishing date.

550 c **Social Media**

Nothing to report.

20 VE Day 2025

551 a It was agreed to remove this item from the agenda until July when the school could be contacted to see if they would wish to collaborate in a celebration.

21 CONSULTATION

552 None

22 Correspondence

553 a **Hedgehog Highway Project**

The project was discussed by Councillors and decided due to amount of money being given on grants that the Parish would not contribute at this time.

b **Community Infrastructure Framework**

Councillors discussed the community infrastructure framework which has been set up requesting local residents on the Hoo Peninsula be involved in discussing the future of the area. Councillors were very disappointed that they were not to be involved in the project considering the local knowledge they all possess.

23 REPORTS AND CIRCULARS

554 None.

MEDWAY COUNCILLORS' REPORT AND PUBLIC SESSION

Medway Councillors reported that the cycle and footpaths consultation ends on Sunday. The road closure of Frindsbury Hill and its failures were discussed at length. It was also reported Medway Council's budget had now been set and there were some major concerns.

CONFIDENTIAL SECTION

24 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

555 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 policy documents.

26 Health & Safety and HR

556 a **Policy Documents**

The Clerk reported that she had sent out the following policy documents via email for all Councillors to read through and raise any concerns. These have been created with the help of Peninsula and resources from other Parish Councils to make sure the Parish Council has all the documents needed.

- Anti Bullying and Harassment Policy
- Code of Conduct
- Communication Policy
- Complaints against the Council Policy
- Data Protection Policy
- Disciplinary Policy
- Equality and Diversity Policy
- Freedom of Information
- GDPR
- Grievance Policy
- IT Policy
- Publication Scheme
- Training Policy
- Work from Home Policy

The Policies were unanimously agreed by Councillors and it was agreed to implement these policies and add them to the Parish Council website.

The Chairman thanked everyone for attending and closed the meeting at 21:50

Signed Chairman

On the ... day of2024