

**FRINDSBURY EXTRA PARISH COUNCIL**

**MINUTES OF THE MEETING HELD ON TUESDAY 25 JULY 2023 AT FRINDSBURY EXTRA MEMORIAL HALL,  
HOLLY ROAD, WAINSCOTT AT 7.30 PM**

<b>PRESENT:</b>	Cllr Chris Sparks	Chairman
	Cllr Tony Ashton	
	Cllr Craig Liddell	
	Cllr Andrew Millsom	From Item 6
	Cllr Sheila Noise	
	Cllr Vanessa Roach	
	Cllr Mrs Anne Roscow	
	Mrs Roxana Brammer	Clerk
	Mrs Emma Johnson	Assistant Clerk

In attendance 2 Member of the public

**Item**

Minute 2023/24

*Action point*

**1 APOLOGIES**

192 Apologies for absence were received from  
 Cllr Gary Etheridge Meeting  
 Cllr Gareth Batts Holiday  
 Cllr Geoffrey Moore Unwell  
 Cllr John Williams Meeting  
 Apologies for late arrival were received from Cllrs Millsom.  
 It was proposed by Cllr Sparks, seconded by Cllr Roach and agreed these apologies be accepted.

**2 DECLARATIONS OF INTEREST**

193 None

**3 ANY OTHER BUSINESS OF AN URGENT NATURE**

194 None

**4 MINUTES OF LAST MEETING**

195 It was proposed by Cllr Noise, seconded by Cllr Roscow and agreed the minutes of the meeting held on 27<sup>th</sup> June 2023 be signed as a true record.

**5 MATTERS ARISING**

196 None

**6 FOOTPATHS**

**197 Footpath Officer’s Report**

Cllr Mrs Roscow gave her report as follows:

A member of the public requested that the Section of the Saxon Shore Way alongside the yacht club (RS93) be cleared. Three of us cut back brambles, wild rose bushes and buddleia with shears and secateurs. We didn’t trim the grass on either side of the path due to the large number of meadow brown butterflies there. It was good to see cob nuts growing along there.

**7 PLANNING**

**a Applications**

- 198 **i MC/23/1605** 38 Jarrett Avenue, Wainscott: Application for a Lawful Development Certificate (proposed) for the construction of a dormer window to the rear; two roof lights to the front and a detached outbuilding to the rear

No objection.

- 199 **ii MC/23/1606** 38 Jarrett Avenue, Wainscott: Construction of a part single rear/part two storey side/rear extension incorporating first floor window to side together with engineering works to facilitate block paved hard standing to the front - demolition of garage

No objection

- 200 **iii MC/23/1497** 66 Gill Avenue, Wainscott: Construction of a single storey extension to rear

No Objection

- 201 **iv MC/23/1239** 24 Povey Avenue Wainscott: Formation of hip to gable roof and insertion of dormer to rear with Juliet balcony and roof lights to front to facilitate a loft conversion. together with construction of a single storey side/rear extension -Demolition of existing garage

No Objection

- 202 **b Decisions**

The decisions as listed on Appendix A were noted.

**c Appeals and Other Matters**

- 203 **i House Boat Lower Upnor**

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

CS

- 204 **d Neighbourhood Plan**

Cllr Sparks reported that the Locality grant funding applications were now open and the Clerk would be looking into completing the form.

EJ

**8 FINANCE**

- 205 **a Bank Balances**

The Bank balances at 30 June as listed on Appendix B were noted.

- 206 **b Paid since last meeting**

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

- 207 **c Accounts for payment**

It was proposed by Cllr Sparks, seconded by Cllr Roach and agreed that the accounts for payment as listed on Appendix B be paid.

**9 GRANT APPLICATIONS**

- 208 None

- 10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY**
- a Recreation Ground/Hall Garden/Playpark**
- 209 **i General Matters**
- The Clerk reported a resident had been in contact to ask the Parish to look into a company named Scope who can give advice and potential funding to make playparks more inclusive for people with disabilities. The Clerk contacted the company but was still awaiting a reply.
- 210 **ii MHS Tree 39 Hollywood Lane**
- No update.
- 211 **iii Play Equipment, rear of 35 Hughes Drive**
- Cllr Sparks reported he would be asking Home Counties Play to continue looking for a solution. CS
- b Wainscott Fields Open Space/Playpark**
- 212 **i General Matters**
- The Clerk reported she had been receiving complaints from a resident regarding the litter at Wainscott Fields.
- 213 **ii Additional Litter Bin**
- The Clerk reported litter was still an issue and an additional litter bin was discussed but Councillors felt the 6 bins across the site was sufficient at present but would monitor the issue.
- 214 **iii Criminal Damage MUGA/Ball Court**
- The Clerk reported on the damage at the ball court and that she had emailed Councillors with 3 quotes and one had been selected by majority vote. Work was due to commence in the next week or two.
- 215 **c Wainscott Fields Working Group**
- No meeting planned yet.
- d Coomber Green Open Space/Playpark**
- 216 **i General Matters**
- Cllr Liddell reported he had been to inspect the site and that a few of the trees were extremely overhanging over the paths so much so the paths were impassable. The Clerk will contact Nurture Landscapes to see if they can cut back.
- 217 **ii Tribute to Neighbour**
- The Clerk reported that she had gone back to the resident with the decision that Councillors had agreed to the tree planting as long as the purchased tree was from a pre-approved list and the location and wording on a plaque would need to be agreed also. The Clerk would chase Cllr Batts to assist with a list of trees. EJ
- e Schooner Walk Open Space/Playpark**
- General Matters**
- 218 **i** Cllr Sparks reported that a hedge was kindly being watered by a neighbour.
- f Allotments**
- 219 **i** The Clerk and Cllr Sparks walked around the site and a lot of work needs to be completed and a skip organised. Cllr Sparks will speak with Mark Greenfield about access. CS

- g Woodland**
- 220 **i Quotation for work behind 8 Margetts**
- The Clerk reported she had contacted Laverock Tree Care to discuss work but had no reply.
- 221 **ii Quotation for work behind Brissenden Walk**
- The Clerk and Cllr Sparks visited the woodland behind Brissenden as a resident had complained about the over grown trees. Upon looking at a land registry document it seems only a little piece of the land was the Parish Councils and that was not the part which needed the work but Cllr Sparks looked again at land registry and believes the land is unregistered or maybe linked to the MOD.
- 222 **h Notice Boards**
- Nothing to report.
- 223 **i Defibrillators**
- The Clerk reported she was awaiting to hear back from the Church with regards to delivery location. Also stab kits being added to Defib boxes had been discussed in other Parish Councils but Councillors felt this would be more beneficial for town centre locations.
- 11 UPNOR**
- 224 **a General Matters**
- Nothing to report.
- 225 **b Arethusa Venture Centre**
- Nothing to report.
- 226 **c Lower Upnor Green**
- Nothing to report.
- 12 FRINDBURY EXTRA MEMORIAL HALL**
- 227 Cllr Sparks reported that plans had been made and a schedule of works to be completed on the hall and that works on the flat roof and cosmetic works would start to be undertaken.
- 13 HIGHWAYS AND TRANSPORT**
- 228 Nothing to report.
- 14 LIGHTING**
- 229 Nothing to report.
- 15 RURAL LIAISON COMMITTEE**
- a Representative's Report**
- 230 Nothing to report.
- 16 KENT ASSOCIATION OF LOCAL COUNCILS MEDWAY AREA COMMITTEE**
- 231 **a Representatives' Report**
- Cllr Roach reported they had a speaker Christoph Bull at the last meeting but the lack of attendance from other Parish Councils was becoming an issue.

**17 POLICE MATTERS**232 a **Police Officers Report**

PC David Brett attended the meeting and reported that he had received our reports of criminal damage and would do patrols in the area. He did also inform Councillors that he alone covers the area all the way from Wainscott to Grain but would be joined in September by another officer.

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

In Cllr Williams and Cllr Onimoles absence no report was given.

234 c **Neighbourhood Watch**

Cllr Millsom had no update.

**18 COMMUNICATIONS**235 a **Website**

Nothing to report.

236 b **Magazine**

In Cllr Etheridge's absence no report was given.

237 c **Social Media**

Nothing to report.

**19 CONSULTATION**

238 None.

**20 Correspondence**239 a **80<sup>th</sup> Anniversary of D-Day 6<sup>th</sup> June 2024**

Councillors discussed the possibility of arranging a celebration in the area and involving local schools and nursing homes. The Clerk would look into what plans Medway Council have organised.

*EJ*

**21 REPORTS AND CIRCULARS**

240 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**

241 It was proposed by Cllr Sparks, seconded by Cllr Roach and agreed the press and public be excluded from the following items on the grounds that the matter concerned members of staff.

**23 PERSONNEL**242 a **Hiring Assistant Clerk**

It was discussed that with the Neighbourhood Plan funding becoming available that looking into the hiring of an Assistant Clerk would need to be done soon. It was agreed to arrange a personnel meeting for late August/ Early September to discuss.

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

The Clerk had sent all Councillors the quotes from all 3 companies to look through and research after the June meeting. Councillors were interested to see what Medway Council did for their health and safety so Cllr Sparks said he would look into this but after a long discussion and a vote taking place it was agreed Councillors wanted to go with a more hands on company who could come in to Assist the Clerk with all the relevant paperwork that needs to be in place for Health and Safety and HR which left two companies Citation and Peninsula. It was agreed more time was needed to look into Medway Council and the companies so the Clerk would email for a decision.

CS  
EJ

The Chairman thanked everyone for attending and closed the meeting at 21:30

Signed ..... Chairman

On the ... day of .....2023