

FRINDSBURY EXTRA PARISH COUNCIL

MINUTES OF THE MEETING HELD ON TUESDAY 28 NOVEMBER 2023 AT FRINDSBURY EXTRA MEMORIAL HALL, HOLLY ROAD, WAINSCOTT AT 7.30 PM

PRESENT:	Cllr Chris Sparks Cllr Craig Liddell Cllr Andrew Millsom Cllr Sheila Noise Cllr Elizabeth Turpin Cllr Anne Roscow Cllr John Williams	Chairman
	Emma Johnson Ashlie Gash	Clerk Assistant Clerk
In attendance	0 Member of the public	

Item

Minute 2023/24

Action point

1 Co-Option of Councillor

353 One application had been received, it was proposed by Cllr Williams, seconded by Cllr Noise and agreed by all that Elizabeth Turpin be co-opted onto the Parish Council.

2 APOLOGIES

354 Apologies for absence were received from

Cllr Geoffrey Moore	Holiday
Cllr Tony Ashton	Work
Cllr Vanessa Roach	Work
Cllr Ope Onimole	Holiday

It was proposed by Cllr Sparks, seconded by Cllr Millsom and agreed these apologies be accepted.

3 DECLARATIONS OF INTEREST

355 None

4 ANY OTHER BUSINESS OF AN URGENT NATURE

356 None

5 MINUTES OF LAST MEETING

357 It was noted Cllr Sheila Noise was missing from the attendance list and under item 10b minute 314 the donation amount was missing. It was proposed by Cllr Sparks, seconded by Cllr Roscow and agreed the minutes of the meeting held on 24th October 2023 be signed as a true record.

6 MATTERS ARISING

358 None

7 FOOTPATHS

359 Footpath Officer's Report

Cllr Mrs Roscow reported: this month we have removed a tree that was blocking RS122, near Castle Street. We also cleared RS127 and part of RS136 and the footpath that joins them, in Lower Upnor.

- 8 PLANNING**
- a Applications**
- 360 **i MC/23/2596** Upnor Jetty Upper Upnor: Construction of replacement jetty adjacent to the existing which is to be demolished concurrently.
- Frindsbury Extra Parish Council have no objection to this application.
- 361 **ii MC/23/2596** Whitewall Creek Water Treatment Works Upnor Road Upnor: Town and Country Planning Act (Environmental Impact Assessment) Regulations 2017 (as amended) request for a screening opinion to upgrade Whitewall Creek Wastewater treatment works.
- Frindsbury Extra Parish Council have no objection to this application.
- 362 **iii MC/23/2173** Upnor Castle, Upnor: Listed Building Consent for repair to plaster falling from the masonry wall above the doorway on the first floor of the Barrack Block.
The brickwork at the springing of the archway above the door has failed and has started to fall out. Investigation and rectification is required.
- Frindsbury Extra Parish Council have no objection to this application.
- 363 **iv MC/23/2303** 170 Frindsbury Hill Wainscott: Neighbourhood consultation application for the construction of a conservatory to rear.
- The details submitted are as follows:
- The extension will extend beyond the rear wall of the original dwelling by (7.5m was 6.6 last application)
- The maximum height of the proposed extension from the natural ground level is 2.55m
The height at eaves level of the proposed extension measured from the natural ground level is 2.25m
- Frindsbury Extra Parish Council have no objection to this application.
- 364 **b Decisions**
- The decisions as listed on Appendix A were noted.
- c Appeals and Other Matters**
- 365 **i House Boat Lower Upnor**
- Cllr Sparks reported he had tried to contact the planning inspector but had no response. CS
- 366 **d Neighbourhood Plan**
- Cllr Sparks reported that himself and Tony were speaking to and gathering quotes for consultants. Also it was hoped that the public consultations would begin March-June 2024. Clerk to ask Cliffe/Cliffe woods a rough cost to complete their neighbourhood plan. TA/
EJ
- 9 FINANCE**
- 367 **a Bank Balances**
- The Bank balances at 31 October as listed on Appendix B were noted.
- 368 **b Paid since last meeting**
- Payments made since the last meeting as listed on Appendix B were ratified.

369	c	Accounts for payment	
			It was proposed by Cllr Williams, seconded by Cllr Turpin and agreed that the accounts for payment as listed on Appendix B be paid.
10		GRANT APPLICATIONS	
370			None.
11		MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY	
	a	Recreation Ground/Hall Garden/Playpark	
371	i	General Matters	
			The Chairman looked into the lease of the recreation ground and it seems the Parish Council only lease the lower end of the recreation ground. <i>CS/EJ</i>
372	ii	MHS Tree 39 Hollywood Lane	
			The Clerk reported the MHS contractor had pushed back works until dryer weather but could have access through the Recreation field as long as all damage to land or fencing was repaired.
	b	Wainscott Fields Open Space/Playpark	
373			Nothing to report.
	c	Wainscott Fields Working Group	
374			Cllr Sparks reported a meeting was held to discuss the plan moving forward and costings to enhance bio diversity. Cllr Sparks and the Clerk would draft a letter to housing developers to give them the opportunity to purchase bio diversity points which will then finance enhancing the rest of the project. <i>CS/EJ</i>
	d	Coomber Green Open Space/Playpark	
375	i		It was requested 3 quotes be gained to complete tree work at Coomber Green which the Clerk will arrange. <i>EJ</i>
	e	Schooner Walk Open Space/Playpark	
376	i		Cllr Sparks reported a resident had request some of the trees on Schooner Walk be chopped back as currently hanging over onto their garage roof. Once quotes were received from Coomber Green and a company selected will request a price for this work also.
	f	Allotments	
377	i		It was reported a burst pipe was being fixed on site. <i>EJ</i>
	g	Woodland	
378			Nothing to report.
379	h	Notice Boards	
			The Clerk reported water was getting into the hall noticeboard, will get this fixed. <i>EJ</i>
380	i	Defibrillators	
			The Clerk reported the new defibrillator gifted as a grant to Frindsbury Church had been delivered.
12		UPNOR	
381	a	General Matters	
			Nothing to report. <i>EJ</i>

382 **b Arethusa Venture Centre**

Nothing to report.

383 **c Lower Upnor Green**

Nothing to report.

384 **d Memorial Bench Upnor, Lennard Beadnall**

A resident had also been in contact to request a memorial bench for her father, the Councillors agreed that a bench was not suitable due to lack of space but a memorial tree might be a nice alternative, the Clerk will suggest this to the resident.

13 RIVER WAIN

385 Paul Thorpe a previous Cllr for the Parish who had been working on Chalk Stream project had let us know findings from the University had discovered the stream was in poor condition. Cllr Etheridge suggested contacting Lower Medway IDB, Julian Nash from the RSPC and Medway Council's bio diversity action plan for assistance.

14 FRINDBURY EXTRA MEMORIAL HALL

386 Cllr Sparks reported it had been agreed the Parish Council could use the upstairs room as an office for storage for a small fee. This should be decorated and available for use in February.

15 FRINDBURY MARITIME ACADEMY SCHOOL

387 Cllr Etheridge reported Paul Clark was head of schools services at Medway Council and contact could be made with him to find a contact for the new Maritime school.

16 HIGHWAYS AND TRANSPORT

388 Nothing to report.

17 LIGHTING

389 Cllr Sparks the lights on the bypass in both directions were out.

18 RURAL LIAISON COMMITTEE

a Representative's Report

390 Cllr Millsom reported at the last meeting they were given talks on the national farmers union, the sea wall at Hoo and Grain, public rights of way, Thames Crossing, Vineyards and 4 elms roundabout and the air quality of that area. Also some houses in the area are being offered triple glazing due to noise and pollution.

19 KENT ASSOCIATION OF LOCAL COUNCILS MEDWAY AREA COMMITTEE

391 **a Representatives' Report**

In Cllr Moore absence no report was given.

20 POLICE MATTERS

392 **a Police Liaison Committee Representative's Report**

Cllr Williams said himself and Cllr Onimole attended the last meeting and now had their contact details so any future issues could be directly passed to the officers.

393 **b Neighbourhood Watch**

Cllr Millsom had no update.

21 COMMUNICATIONS

394 **a Website**
Nothing to report.

395 **b Magazine**
Nothing to report.

396 **c Social Media**
Nothing to report.

22 80th Anniversary of D-Day 6th June 2024

397 **a** Cllr Sparks reported the bootfair field was not available. A new location needs to be found if the Parish wish to go ahead with the event.

23 CONSULTATION

398 None

24 Correspondence

399 None

25 REPORTS AND CIRCULARS

400 None.

MEDWAY COUNCILLORS' REPORT AND PUBLIC SESSION

Cllr Williams reported on the latest with the local plan but did not have much information to share.

CONFIDENTIAL SECTION

26 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

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

27 PERSONNEL

402 **a Clerks Contract for authorisation**
The Clerks contract was agreed and signed.

403 **b Assistant Clerk Update**
The Chairman introduced the new Assistant Clerk who was due to officially start on the 1st December. The Clerk reported training and equipment would be given to the Assistant Clerk on the 1st December as well as signing contracts and other paperwork.

28 Health & Safety and HR Update

352 The Clerk reported she would be holding a meeting with the footpath volunteers to provide some training , and would be purchasing some equipment needed.

EJ

The Chairman thanked everyone for attending and closed the meeting at 21:16

Signed Chairman

On the ... day of2023