

FRINDSBURY EXTRA PARISH COUNCIL**MINUTES OF THE VIRTUAL MEETING HELD ON THURSDAY 22 APRIL 2021**

PRESENT:	Cllr Chris Sparks	Chairman
	Cllr Geoff Moore	
	Cllr Peter Martin	
	Cllr Andrew Millsom	(items 7a-27)
	Cllr Mrs Fatima Mitchell	(items 7a-27)
	Cllr Vanessa Roach	
	Cllr Paul Thorpe	
	Mrs Roxana Brammer	Clerk
	Miss Emma Flewin	Assistant Clerk
In Attendance	Mrs Anne Roscow	Footpaths Officer
	1 members of the public	

Item

Minute 2021/22/

*Action point***1 APOLOGIES**

1 Apologies for absence were received from

Cllr Gary Etheridge	Medway Council Meeting
Cllr Mrs Sheila Noise	Lack of IT facilities – with dispensation
Cllr Mrs Elizabeth Turpin	Medway Council Meeting
Cllr John Williams	Medway Council Meeting

It was proposed by Cllr Moore, seconded by Cllr Thorpe and agreed these apologies be accepted.

2 DECLARATIONS OF INTERESTS

2 None

3 ANY OTHER BUSINESS OF AN URGENT NATURE

3 None

4 MINUTES OF THE MEETING HELD ON 25 MARCH 2021

4 It was proposed by Cllr Moore, seconded by Cllr Thorpe and agreed the minutes of the meeting held on 25th March 2021 be signed as a true record.

5 MATTERS ARISING NOT OTHERWISE ON THE AGENDA

5 None.

6 FOOTPATHS

6 a Representative's Report

The Chairman suspended the meeting to allow Mrs Roscow give her report.

Adam Taylor replied to my email last month. The fallen fence on RS118 is the responsibility of the farmer. Adam is going to contact the farmer concerning the lack of obvious footpath across RS128. The silted up ditch and stream by RS119 is also the farmer's responsibility. The silt in the ditch has dried up and took my weight. It is no longer a hazard if walkers fail to see the crossing plank, and step on the dried silt in the ditch.

Today, I saw Adam when he brought me a couple of hi viz vests. I told him about a trip hazard on a stile in Haven Street Wood. Adam said he would send someone to repair it. He also asked me to photograph and measure all stiles on RS 118 from Haven Street Wood to Chattenden Wood. There is a possibility that kissing gates could replace the old stiles. I had told him that these stiles are high, and less agile walkers find them difficult to negotiate.

The Chairman thanked Mrs Roscow and reconvened the meeting.

7 PLANNING

a Applications

- 7 i **MC/21/0937** grass verge opposite roundabout Berwick Way and Anthonys Way: Prior approval under Part 16 Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) for the installation of a 20m Phase 8 Monopole, C/W wrapround Cabinet at base and associated ancillary works

No objection.

- 8 ii **MC/21/0906** Land Adjacent To Upnor Castle - between givier And castle ramparts: Upnor Castle, High Street. Upnor: Fell all trees in area highlighted on attached plan

Frindsbury Extra Parish Council has no objection to the felling of the trees subject to the works being carried out after September to allow for nesting birds. A condition is requested that adequate and sympathetic replanting is undertaken.

- 9 iii **MC/21/0888** Flossfield, Dillywood Lane, Wainscott: The extension will extend beyond the rear wall by 8 metres. The maximum height of the proposed extension from the natural ground level is 4 metres. The height at eaves level of the proposed extension measured from the natural ground level is 3.6 metres.

No objection

- 10 iv **MC/21/0931** Wasteaway Whitewall Road Medway City Estate: New depot improvements to accommodate reinforced concrete ground slabs together with sustainable drainage.

No objection

- 11 v **MC/21/1085** Plot 1 Anthonys Way, Medway City Estate: Application for non-material amendment to planning permission MC/19/1748 to enable alterations to the north and south elevations, rearrangement to car park/service yard layout, relocation of access gate, insertion of mezzanine floor for storage and distribution (to be controlled by new condition).
- No objection
- 12 b **Decisions**
- The decisions as listed on Appendix A were noted.
- 13 c **Appeals and Other Matters**
- None
- 14 d **Neighbourhood Plan**
- Cllr Sparks reported the Parish Council had been appointed an officer by Medway Council to assist with the Neighbourhood Plan. The Assistant Clerk reported she would be getting an advertisement up on Facebook to try to encourage local residents to join the group. EF
- 8 **FINANCE**
- 15 a **Bank Balances**
- The bank balances as listed on Appendix B were noted.
- 16 b **Payments Made Since Last Meeting**
- The payments made since the last meeting as listed on Appendix B were ratified.
- 17 c **Accounts for Payment**
- It was proposed by Cllr Moore, seconded by Cllr Roach and agreed the accounts for payment as listed on Appendix B be approved (cheques 102282 – 102292).
- 18 d **Accounts 2020/21**
- It was proposed by Cllr Moore, seconded by Cllr Roach and agreed the accounts for the year to 31 March 2021 be agreed and adopted.
- 19 e **Internal Auditor's Report 2020/21**
- The report was received. It was noted nothing of concern had been raised.
- 20 f **Annual Return Governance Statement 2020/21**
- Having been circulated prior to the meeting, it was proposed by Cllr Moore, seconded by Cllr Thorpe and agreed to reply "yes" to all questions. The statement was then signed by the Chairman and Clerk.

21 **g Annual Return Statement of Accounts 2020/21**

Having been circulated prior to the meeting, it was proposed by Cllr Moore, seconded by Cllr Roach and agreed the Statement of Accounts for the year to 31 March 2021 be signed by the Chairman.

22 **h Chairman's allowance 2020/21**

It was agreed the Chairman's allowance be confirmed at £300 as per the budget.

23 **i Rialtas Accounts Package**

The Assistant Clerk reported the software was now uploaded onto her laptop, but could only be downloaded to one system as the Council did not have a server to share any updated information. The Assistant Clerk would create a OneDrive account and see if Rialtas could then allow the Clerk to have access and also provide a secure place to back up files on the laptop. *EF*

9 GRANT APPLICATIONS

24 **a 'Stop the Wainscott Flyover Group'**

The Clerk reported a member of the "Stop the Wainscott flyover Group" had noticed the Facebook post regarding the reptile survey on Wainscott Fields. She asked if her group could borrow the equipment to look into what wildlife was around the area the proposed flyover aite. The Assistant Clerk would contact David Smith at EPR and ask his advice on wildlife surveys and any suggestions for how the Parish Council could assist. *EF*

10 MANAGEMENT OF THE COUNCIL'S LAND AND PROPERTY

a Recreation Ground/Hall Garden

25 **i General Matters**

Cllr Sparks reported that Cllr Williams had been approached by a resident who had raised concerns over the weedkiller being used by the landscape contractor. The Clerk reported she had liaised with Nurture Landscapes and the glyphosate spray was not a banned substance and all operators using the chemical were trained and had spraying certificates. It was explained the weedkiller was only a problem while wet on the foliage but once dry posed no risk. Cllr Millsom also reported that this had been raised at the Rural Liaison meeting stating that Frindsbury Extra Parish Council was using pesticides which was untrue. The Clerk had obtained details of the chemical used on Medway Council land by Medway Norse and had been told by the Landscape Manager that it was far more expensive and would need further investment by hem in a new knapsack sprayer as once used for this new chemical it could not be used for anything else. She said she would ask the landscape contractor about the cost implications of switching to another substance. *RB*

The Clerk reported complaints had been made about the amount of litter being left on the Recreation Ground and residents asking for more bins. After discussion it was agreed that as there were already 3 bins on the field and as they were being ignored not to provide extra bins.

- b Wainscott Fields**
- 26 **i General Matters**
- The Clerk reported complaints had been made about the amount of litter being left close to the ball court. There were already 5 bins on site but potentially one could be re-sited.
- 27 **c Wainscott Fields Working Group**
- The Assistant Clerk reported that the next meeting had been scheduled for 14th May.
- 28 **d Coomber Green**
- The Clerk reported the wording for the memorial bench had been agreed and the location would be discussed nearer the time of delivery. The Assistant Clerk was asked to arrange an opening ceremony. *EF*
- e Playparks**
- 29 **i Recreation Ground**
- The Assistant Clerk reported she was getting quotes to replace the climbing frame and another item to replace the Wendy house. *EF*
- 30 **ii Wainscott Fields.**
- Nothing to report.
- 31 **iii Coomber Green.**
- Nothing to report.
- f Allotments**
- 32 **i General Matters**
- The Clerk reported that she had discussed the broken fence with the Landscape Manager. It would be expensive to replace or repair due to the thick brambles in one area, which would need clearing before fence posts could be installed. The proposed solution was to leave the brambles which were a deterrent and good for wildlife and to plant a hawthorn hedge from the existing stretch of sound fencing round to the roadside fence. The cost would be £245. This expenditure was agreed. Cllr Sparks reported he had visited the allotments and was pleased to see they were all taken and being cultivated but disappointed with the amount of rubbish around the site. He said he would speak to Greenfield Boot Fairs and ask if when they next had a boot fair they would be prepared to take away the allotment rubbish at the same time. The allotment holders would be asked to pile the rubbish by the gate and to take their rubbish home in the future. *CS*
- 33 **ii New Allotment Site**
- Nothing to report.

34 **g Lower Upnor Village Green**

It was reported there were a lot of rabbit holes appearing around the green which were a hazard, the Clerk would ask Nurture Landscapes to deal with them..

RB

35 **h Woodland**

Nothing to report.

36 **i Notice Boards**

The Assistant Clerk reported all notice boards had an updated councillors list.

11 UPNOR

37 **a General Matters**

Nothing to report.

38 **b Parking and Signage**

Nothing to report.

12 COCKHAM WOOD COMMUNITY PARK

39 Cllr Sparks reported he planned to speak to Fiona Leadley and that the formal planning application for the park had been delayed.

CS

13 HIGHWAYS AND TRANSPORT

40 Nothing to report.

14 LITTER PICKING

41 The Assistant Clerk reported that there were no volunteers picking on the Recreation Ground and there had been reports of litter. Cllr Williams had spoken about a resident wanting to litter pick on the Recreation Ground so he would be asked to contact him to see if the residents wanted to start a group for the Recreation Ground. Cllr Sparks reported residents litter picking in Upnor and what a great job they were doing.

EF

15 LIGHTING

42 Nothing to report.

16 RURAL LIAISON COMMITTEE

43 **a Representative's Report**

Cllr Millsom reported that the meeting was well attended. He said Martin Hall from Medway Council attended and was asked a lot of questions regarding the HIF bid, Martin Hall had said he would be posting a report on the responses from the consultation in July/August. Cllr Millsom also reported there would be individual meetings to discuss the HIFs highways, rail and housing plans.

17 KENT ASSOCIATION OF LOCAL COUNCILS MEDWAY AREA COMMITTEE**44 a Representative's Report**

Cllr Moore reported the next meeting would be on 10th July.

18 HALL MANAGEMENT COMMITTEE**45 a Representative's Report**

In the absence of Cllr Mrs Noise, Cllr Mrs Mitchell reported emergency repair had been carried out at the hall due to a heavy leak in the men's toilets which damaged some tiles which also would need replacing and that there had also been a leak in the roof which was fixed. She reported a deep clean of the hall was to be conducted before the hall was used as a polling station.

19 POLICE MATTERS**46 a Police Liaison Committee Representative's Report**

In Cllr Williams's absence there was no report.

47 b Attempted Burglaries

Cllr Thorpe reported that he had seen online that a man had been trying every door handle on all the houses on Castle Street, Upnor and images had been caught on peoples ring door bells.

48 c Neighbourhood Watch

In Cllr Onimole's absence there was no report but the Assistant Clerk reported she had spoken to Cllr Onimole earlier in the day and he was planning to do a monthly Neighbourhood Watch report which she would add to the website and Facebook page.

20 COMMUNICATIONS**49 a Website**

Nothing to report.

50 b Magazine

In Cllr Etheridge's absence, there was no report..

51 c Social Media

Nothing to report.

21 CONSULTATION

No documents received

22 CORRESPONDENCE

53 None.

23 REPORTS AND CIRCULARS

54 None.

24 VIRTUAL MEETINGS AND COVID RESTRICTIONS

55 The Clerk reported that from the 7th May the Government would not extend the change to regulations permitting virtual meetings that had been brought in in April 2020 beyond 6th May. In discussion with the Chairman, the Annual Parish Meeting would take place on 6th May at 7pm to be followed by the Annual Parish Council meeting at 7:30pm, with a curtailed agenda. All parish council meetings after this would resume in the hall and be subject to covid restrictions in force at the time.

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

MEDWAY COUNCILLORS' REPORT

In the absence of the Medway Councillors there was no report.

PUBLIC SESSION

No matters were raised.

The Chairman reconvened the meeting.

CONFIDENTIAL SECTION

25 RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC

56 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 the first was a legal matter and the second concerned a commercial contract.

26 ACQUISITION OF LAND

57 Cllr Sparks reported that the solicitor had agreed the amended section 106 agreement. Cllr Sparks would try to contact Greenbelt as they also needed to agree.

CS

27 RETAINING WALL TENDERS

58 Cllr Sparks reported that the quote that had been agreed had originally been misread and was more than previously thought. After discussion it was agreed to proceed with the revised quote. Cllr Millsom said he would get the temporary footpath closure.

AM

The Chairman thanked everyone for attending and closed the meeting at 21:20

Signed Chairman

On the ... day of2021