



Vigo Parish Council

Vigo Village Hall
The Bay, Vigo Village
Gravesend

Kent DA13 0TD

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TO ALL MEMBERS OF THE COUNCIL: You are hereby summoned to attend a meeting of Vigo Parish Council for the purposes of transacting the following business:

AGENDA FOR THE MEETING OF VIGO PARISH COUNCIL

To be held on Monday 15th April 2024 at 7.30 pm in Vigo Village Hall

- 1) To receive Apologies for Absence
- 2) To receive Declarations of Interest from Council Members (if any).
- 3) Questions from the press & public*
- 4) Casual Vacancy
- 5) Borough & County Councillor representative reports
- 6) Police & Community Warden reports (to include discussion on Anti-Social Behaviour)
- 7) To approve the minutes of the Full Parish Council Meeting held on 18th March 2024.
- 8) To discuss matters arising from previous minutes, not otherwise on the agenda **
- 9) Services (grounds maintenance, grass cutting, tree surgery and future tree projects)
- 10) No Mow May
- 11) To discuss pest control issues within the village.
- 12) To agree the appointment of a new Tree Warden
- 13) Damage to Community Land (ruts).
- 14) Planning:
 - Tree Preservation Orders.
 - None at time of agenda publication.
 - Full Planning Applications.
 - None at time of agenda publication.
 - Covenant Applications:
 - None at time of agenda publication.
 - To receive updates on the following:
 - 34 Beech Mast (change of tile colour)
 - 24 Highview (installation of heat pump)
 - Any other planning matters to include:
 - Fowlers Stone Wood
 - Enforcement Issues
- 15) Covenant breaches & enforcement of restrictive covenants & properties in disrepair,
To include a discussion on any businesses being run in breach of covenant.
- 16) To note legal advice regarding enforcement of restrictive covenants in Vigo
- 17) To discuss any requests from and matters regarding residents.
- 18) The Bay
- 19) To discuss and Gravesham Borough Council issues and / or Kent Highways issues.

- 20) Winter Maintenance
- 21) Flytipping / rubbish clearance.
- 22) Parking issues / EVCP issues
- 23) Street Lighting:
 - LED upgrade programme
 - Maintenance programme
 - GBC Handover update
 - To agree the funds to replace streetlight column 24 (due to corrosion) approx. £2,300.
- 24) Rural Housing Needs Survey.
- 25) Councillor Patches.
- 26) To receive an update and discuss any play area issues (play park & ballpark)
- 27) Finance:
 - To note any payments made, payments due & income received.
 - To note the deadline dates for the Annual Governance & Accountability Return
 - To note and agree the bank reconciliation for the year ended 31.03.24.
 - To note and agree the Actual Vs Budget Spend for the year ended 31.03.24.
 - To note and discuss Grant Application from Vigo School PTA.
 - To note and discuss Grant Application from Kent Air Ambulance.
 - To note and discuss Grant Application from Asian Hornet Alert.org
 - To note and agree annual increase for the Grounds Maintenance Contract.
 - Any other finance issues / Responsible Financial Officers report.
- 28) To receive the Chairs announcements.
(to include discussion regarding a Memorial Tree).
- 29) To receive the Clerks report and note correspondence received.
- 30) To note the recommendations from Cllr Banks & Cllr Haslem regarding the Clerical Assistant Position (interviews having been held on 15th April AM)
- 31) To agree the purchase of a laptop for the newly appointed Clerical Assistant (£300)
- 32) To note the recommendations from Cllr Banks regarding the Casual Gardener Position
- 33) Defibrillators
- 34) Hearing Loop for the Village Hall
- 35) To discuss the refurbishment / repainting of the underpass
- 36) To reschedule the June & July Parish Council meetings (defer each by one week).
- 37) Training
- 38) To note the recommencement of the Trosley Country Park Liaison Group Meetings and agree a Parish representative.
- 39) Reports from other organisations: None received at time of agenda publication.
- 40) Working Party Reports: None received at time of agenda publication.
- 41) Any other urgent business (at the Chair's discretion)
(Information only, no motions may be proposed, or decisions taken under this item).

Joanne Glass

The Parish Clerk (dated 10th April 2024)

* (Standing Orders state that the Public Session will only take place for 15 minutes, with a member of the public having a maximum of FIVE minutes to discuss their query. Councillors are not obliged to respond to questions during the meeting).

** (Information only, no motions proposed, or decisions taken under this item)