



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:

The proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Bodies Regulations 2014

AGENDA FOR THE MEETING OF VIGO PARISH COUNCIL

To be held on Monday 25th September 2023 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*
(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.).
- 4) Borough & County Councillor representative reports
- 5) Police & Community Warden reports
 - To note incidents of anti-social behaviour and vandalism
- 6) To approve the minutes of the Full Parish Council Meeting held on 17th July 2023.
- 7) To discuss matters arising from previous minutes (not otherwise on the agenda)
(Information only, no motions proposed, or decisions taken under this item)
- 8) Services (grounds maintenance, grass cutting, tree surgery and future tree projects)
 - To note groundworks updates supplied to Council Members
 - To note the No Mow May survey results.
- 9) To consider a proposal from the Covenant Working Party regarding the style and exterior finish of properties in Vigo.
- 10) Planning:
Tree Preservation Orders.
 - 38 Beech Mast: removal of two x Lawson Cypress, one x Juniper, one x Cherry Tree (20230772) (to note only, consent for TPO works given).
 - 48 Churchside: One unknown tree to be removed and replaced with a Silver Birch (20230903)
 - 124 Timberbank: Removal of one x Sweet Chestnut Tree (20230901)
 - 13 Stonecroft: Removal of one x Oak, Pollarding of one x Oak, Pollard of one x Ash (20230900)

- 8 The Covert: Reduction of height of one x Quercus Robur (20230886)
- School Bungalow: Removal of one x Oak (20230879)
- 87 Timberbank: Reduction of one x Oak (20230859)
- 275 Highview: Re-pollard one x Sweet Chestnut (20230939)
- 25 Hornbeams: Fell one x Silver Birch (20230930)

Full Planning Applications.

- Unit 8 The Bay: prior approval application for change of use from commercial (class E) to dwellinghouse (class c) (20230781)
- 46 Timberbank: Retention of partially erected outbuilding (20230443) (to note only, application withdrawn).
- Vigo School: Replacing the existing pantile roof covering to all pitched roofs on main school building with new standing seam zinc roof system (20230836).

Covenant Applications:

- 297 Highview: Application to relocate side / rear fence.
- 13 Hornbeams: Application for approval of front extension finish.
- 34 Churchside: Application to change colour of front garden path.
- 21 Croftside: Application to replace rear garden fence.
- 134 Highview: Retrospective approval sought for side extension (to ratify decision made under delegated powers by the Clerk during August).
- 21 Croftside: Application to replace existing tiles to cladding.
- 291 Highview: Application to replace existing tiles to cladding.
- 19 Highview: Application to replace existing tiles to cladding.
- 34 Beechmast: Application to replace existing tiles to cladding.

Any other planning matters to include:

- Fowlers Stone Wood
- Enforcement Issues

- 11) Covenant breaches & enforcement of restrictive covenants & properties in disrepair
 - To include discussion properties in breach of covenant.
 - To note update on properties in disrepair.
 - To discuss complaints regarding businesses being run from home.
- 12) To discuss any requests from and matters regarding residents.
- 13) To discuss complaints regarding No Parking signs on Waterlow Road.
- 14) To discuss complaints regarding rats and advice given by pest control expert.
- 15) The Bay
- 16) To discuss and Gravesham Borough Council issues.
- 17) To discuss any Kent Highways (Highways Improvement Plan) issues (to include discussion on the proposed Tube Survey for Waterlow Road).
- 18) Flytipping.
- 19) Drainage.
- 20) Street Lighting:
 - To note any update on the official handover from GBC
 - To note the annual inspection report from Streetlighting Limited.
- 21) 306 / 308 Bus Service

- 22) Land not in the ownership of Vigo Parish Council – to note any update.
- 23) CCTV
- 24) Parking Issues, to include:
 - issues with Pavement Parking
 - request from resident to run cable along footpath to charge Electric Vehicle.
- 25) Insurance: to receive any updates on claims, and to note the pre- renewal information.
- 26) Councillor Patches
- 27) To receive an update and discuss any play area issues (play park & ballpark)
 - To discuss and potentially agree a sum of £1,750 to replace the bearings on the inclusive roundabout.
 - To note issue with Rota-bounce (equipment removed by GBC).
 - To receive an update on work authorised.
- 28) Finance:
 - To note any payments made, payments due & income received.
 - To ratify cost of £150 to repair the Erskine Road bus shelter (authorised under Clerks delegated powers).
 - To note actual vs budget spend to 30.06.2023 (and associated bank reconciliation for the same period).
 - To agree spend taken from the Emergency Tree Budget
 - To note grant request from Citizens Advice Bureau.
 - To note completion of the Annual Governance and Annual Return 31.03.23.
 - Any other finance issues / Responsible Financial Officers report
- 29) Cost of Living Support Grant (to discuss purchase and distribution of lightbulbs).
- 30) Defibrillator Upgrade Programme (Cllr Hawkins)
- 31) To receive the Chairs announcements (to include update on visit to BEAMS).
- 32) To receive the Clerks report and note correspondence received.
- 33) Sunflower Growing Competition update.
- 34) To discussion the provision of a hearing loop for Parish Council meetings.
- 35) Hedgehog Highway Project
- 36) To note and discuss the KCC Community Warden Survey and agree a formal response from the Parish Council.
- 37) To discuss nominations for the NSA Excellence Award.
- 38) Training
- 39) Reports from other organisations: None received at time of agenda publication.
- 40) Working Party Reports:
 - Environment Ecology Working Party (Cllr Jones).
 - Environment Infrastructure Working Party (Cllr Haslem).
- 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 20th September 2023)