



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 18th March 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
- 7) To approve the minutes of the Full Parish Council Meeting held on 19th February 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) Tree Warden
- 11) Damage to Community Land (to include discussion on ruts, and tree damage).
- 12) Planning:

Tree Preservation Orders.

- 18 Hornbeams: To remove one triple stemmed silver birch tree. 20240160.
- 3 The Paddock: To reduce one conifer tree by half (height). 20240154.
- 56 Timberbank: To reduce crown height and spread of Hornbeam tree. 20240103.

Full Planning Applications.

- None at time of agenda publication.

Covenant Applications:

- 5 Ferndown: replacement windows.
- 35 Timberbank: to replace existing boundary wall with a fence.
- 102 Timberbank: changes to rear extension (windows & cladding) (retrospective).
- 297 Highview: change in fence line to what was previously agreed by VPC.

Any other planning matters to include:

- Fowlers Stone Wood
- Enforcement Issues

- 13) Covenant breaches & enforcement of restrictive covenants & properties in disrepair,
To include a discussion on any businesses being run in breach of covenant.
- 14) To discuss any requests from and matters regarding residents.

- 15) The Bay
- 16) To discuss and Gravesham Borough Council issues and / or Kent Highways issues.
- 17) Flytipping / rubbish clearance.
- 18) Parking issues / EVCP issues
- 19) Drainage and Flooding issues. To include discussion on tree works in Timberbank.
- 20) Street Lighting.
- 21) Rural Housing Needs Survey.
- 22) To review and agree the Vigo Parish Council Emergency Plan.
- 23) Councillor Patches.
- 24) To receive an update and discuss any play area issues (play park & ballpark)
- 25) Finance:
 - To note any payments made, payments due & income received.
 - To discuss & agree Corporate Multi Pay Card application.
 - To note the increase in waste removal charges.
 - To note arrangements for the year end internal audit.
 - To note and agree the bank reconciliation for the period ended 29.02.24.
 - To note and discuss Grant Application from Vigo School PTA.
 - To note and discuss Grant Application from Kent Air Ambulance.
 - To note spend made under Emergency Tree Surgery budget.
 - Any other finance issues / Responsible Financial Officers report.
- 26) To receive the Chairs announcements.
(to include discussion regarding a Memorial Tree).
- 27) To receive the Clerks report and note correspondence received.
- 28) To discuss implementing a formal Grants policy for the Parish Council.
- 29) Community Warden Review
- 30) Repair Café
- 31) D-Day 80-year commemorations
- 32) Hearing Loop for the Village Hall
- 33) To note and discuss a Freedom of Information request.
- 34) Update on Job Vacancies (Casual Gardener & Clerical Assistant).
- 35) Annual Parish Meeting arrangements.
- 36) Training
- 37) Reports from other organisations: None received at time of agenda publication.
- 38) Working Party Reports: None received at time of agenda publication.
- 39) 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 13th March 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)

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