



# Vigo Parish Council

Vigo Village Hall  
The Bay, Vigo Village  
Gravesend

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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 Thursday 13<sup>th</sup> February 2025 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) Borough & County Councillor representative reports
- 5) Reports from Kent Police
  - to include discussion on issues with catapults
  - to discuss Fraud Prevention advice available to residents
- 6) To formally ratify decisions made (and actioned by the Clerk under delegated powers) during the online meeting held on 9<sup>th</sup> January 2025.
- 7) To discuss matters arising from previous minutes, not otherwise on the agenda \*\*
- 8) Services (grounds maintenance, grass cutting, tree surgery)
- 9) To formally agree action regarding unauthorised tree work carried out.
- 10) To note insurance claim against Parish trees in Highview.
- 11) Planning:
  - Tree Preservation Orders
    - None at time of agenda publication.
  - Full Planning Applications
    - 39 Admers Wood: Erection of single storey rear and front extensions with roof lights (20250017).
  - Covenant Applications:
    - To note timber outbuilding in Highview and agree if approval is needed.
  - Any other planning matters to include:
    - Enforcement Issues
- 12) Proposals from the Covenant Working Party. In summary:
  - To alter the wording in the policy document
  - To add an additional sentence to the standard covenant letter
  - To identify all properties currently in breach of covenant 3b.
- 13) Covenant breaches, enforcement of restrictive covenants & properties in disrepair
- 14) Restrictive covenants – running a business from home – to note enquiry from resident.
- 15) To note any update on covenant breach issue being with by the Parish Council solicitor
- 16) To discuss any requests from and matters regarding residents.
- 17) Gas mains replacement works update.

- 18) To discuss issues with rodents at the rear of the village hall.
- 19) The Bay – to include discussion regarding KMP (managing agent).
- 20) To discuss and Gravesham Borough Council issues and / or Kent Highways issues
- 21) Winter Maintenance.
- 22) Street Lighting (to include discussion on column repair issue in The Coach Drive)
- 23) Councillor Patches.
- 24) To receive an update and discuss any play area issues (play park & ballpark)
- 25) Community Warden – to note any progress / updates
- 26) Memorial Bench: to agree costs and installation.
- 27) Finance:
  - To note any payments made, payments due & income received.
  - To note increase in rent charges for office and hall usage.
  - Any other finance issues / Responsible Financial Officers report.
- 28) Parish Council Support Scheme – to agree an application
- 29) To note the Government Consultation on Standards and Conduct and agree a Parish response.
- 30) To receive the Chairs announcements
- 31) To receive the Clerks report and note correspondence received
- 32) To note Clerks report on requirement for new office printer and agree costs.
- 33) Adverse Possession
- 34) To agree update to Standing Order no. 18f & 18g.
- 35) Devolution.
- 36) Training
- 37) Reports from other organisations
- 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 7<sup>th</sup> February 2025)**

\* (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)