



# 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 Thursday 15<sup>th</sup> May 2025, 7.30pm, 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
- 6) To approve the minutes of the Annual Parish Council Meeting held on 8<sup>th</sup> May 2025.
- 7) To discuss matters arising from previous minutes (10<sup>th</sup> April & 8<sup>th</sup> May) not otherwise on the agenda \*\*
- 8) Services (grounds maintenance, grass cutting, tree surgery)
- 9) To discuss the tree work to the rear of Highview (Harvel Road)
- 10) Gardening contract – update on work
- 11) Planning:

### Tree Preservation Orders

- Trosley Country Park (various works) (20250417)
- 248 Highview: Reduction of 1 x Sweet Chestnut (20250366)
- 51 Timberbank: fell 1 x Ash & 1 x Hornbeam (20250457)

### Full Planning Applications

- None at the time of agenda publication

### Covenant Applications:

- 9 The Paddock: retention of fence and hedge
- 18 Timberbank: new windows and doors
- 105 Highview: garage conversion (initial enquiry)
- 214 Highview: retention of wooden shed / structure in rear garden
- 13 Beech Mast: details provided regarding previous application to install a fence topper

### Any other planning matters to include:

- Enforcement Issues

- 12) Covenant breaches, enforcement of restrictive covenants & properties in disrepair
- 13) To note any update on issues being with by the Parish Council solicitor
  - Tree damage (vandalism)
  - Covenant breach
- 14) To note recent land encroachment in the village and agree a course of action

- 15) To discuss any requests from and matters regarding residents.
- 16) The Bay
- 17) To discuss and Gravesham Borough Council issues and / or Kent Highways issues
- 18) Street Lighting
- 19) Councillor Patches.
- 20) To receive an update and discuss any play area issues (play park & ballpark)
- 21) Community Warden: to receive an update on the service.
- 22) To note the insurance / subsidence issue (Highview) and agree a course of action
- 23) To discuss Council Meeting Dates and consider any available alternatives
- 24) Finance:
  - To note any payments made, payments due & income received.
  - To note and consider a Grant Application from Gravesham Citizens Advice Bureau
  - To note and consider a Grant Application from We Are Beams
  - To consider purchase of Bat Boxes for the village.
  - Any other finance issues / Responsible Financial Officers report.
- 25) To receive the Chairs announcements
- 26) To receive the Clerks report and note correspondence received
- 27) Training
- 28) Reports from other organisations
- 29) Working Party Reports
  - Environment (Ecology) Working Party Meeting held 12<sup>th</sup> May 2025
- 30) 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 11<sup>th</sup> May 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)