



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 5th June 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 Full Parish Council Meeting held on 15th May 2025
- 7) To discuss matters arising from previous minutes not otherwise on the agenda **
- 8) Services (grounds maintenance, grass cutting, tree surgery)
- 9) To discuss the availability of the grounds work contractor for the coming weeks
- 10) To discuss the tree work to the rear of Highview (Harvel Road) & flytipping in the same area
- 11) Gardening contract – update on work
- 12) Planning:
 - Tree Preservation Orders
 - None at the time of agenda publication
 - Full Planning Applications
 - None at the time of agenda publication
 - Covenant Applications:
 - 105 Highview: garage conversion & change of cladding
 - 4 Bramblebank: application for extended drop kerb and driveway
 - 20 Highview: change of windows
 - Any other planning matters to include:
 - Enforcement Issues
- 13) Covenant breaches, enforcement of restrictive covenants & properties in disrepair
- 14) To note any update on issues being with by the Parish Council solicitor
- 15) To discuss any requests from and matters regarding residents.
- 16) The Bay (to include discussion on jet washing the block paved area)
- 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) To note the response from the National Lottery with regard to the Awards for All grant application for the Play Park
- 22) To note the quotes received for the replacement trim trail and agree which supplier to engage
- 23) To note the estimate received from Gravesham Borough Council with regard to the play park surfacing
- 24) Community Warden
- 25) To receive an update on the insurance / subsidence issue (Highview
- 26) To agree Council Meeting Dates for 2025/2026
- 27) To note and agree the updated Emergency Plan
- 28) To discuss the Parish Council Emergency Phone Number
- 29) Defibrillators in the village
- 30) Finance:
 - To note any payments made, payments due & income received.
 - To agree the annual increase for the Grounds Maintenance contract
 - Any other finance issues / Responsible Financial Officers report.
- 31) To receive the Chairs announcements
- 32) To receive the Clerks report and note correspondence received
- 33) Training
- 34) Reports from other organisations
- 35) Working Party Reports
 - To note the minutes from the Environment (Ecology) W/P Meeting held 12th May 2025
- 36) 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 30th June 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)