



# Vigo Parish Council

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Vigo Village Hall  
The Bay, Vigo Village  
Gravesend

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## **AGENDA FOR THE MEETING OF VIGO PARISH COUNCIL**

**To be held on Monday 16<sup>th</sup> FEBRUARY 2026, 8.00pm, in Vigo Village Hall**

**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:

- 1) To receive Apologies for Absence
- 2) To receive Declarations of Interest from Council Members (if any)
- 3) To note resignation of Cllr Cottam
- 4) Questions from the press & public\*
- 5) Borough & County Councillor representative reports
- 6) Reports from Kent Police
- 7) To approve the minutes of the Full Parish Council Meeting held 19<sup>th</sup> January 2026
- 8) To discuss matters arising from previous minutes not otherwise on the agenda \*\*
- 9) Services (grounds maintenance, grass cutting, tree surgery, and gardening update)
- 10) Planning:
  - Tree Preservation Orders
    - 20260171: 136 Timberbank: 1 x Oak (removal)
  - Full Planning Applications
    - None at time of agenda publication.
  - Covenant Applications:
    - None at time of agenda publication.
  - Any other planning matters to include:
    - Enforcement Issues
- 11) Covenant breaches, enforcement of restrictive covenants & properties in disrepair
- 12) To note provisional covenant survey results and agree to refer the results to the Covenant Working Party for an interim report.
- 13) To discuss any requests from and matters regarding residents
- 14) To discuss issues with leasehold parking spaces and sale of properties

- 15) The Bay
  - 16) To discuss and Gravesham Borough Council issues and / or Kent Highways issues
  - 17) To discuss Pride in Place application with regard to ownership of The Bay
  - 18) Street Lighting
  - 19) To receive an update and discuss any play area issues (play park & ballpark)
  - 20) Finance:
    - To note any payments made, payments due & income received
    - To discuss Clerks proposal to purchase specialist accounting software (Scribe)
    - Any other finance issues / Responsible Financial Officers report
  - 21) To receive the Chairs announcements
  - 22) To receive the Clerks report and note correspondence received
  - 23) Training
  - 24) Reports from other organisations
  - 25) Working Party Reports:
    - To agree date for next Covenant working party meeting
    - To agree next steps for Tree Maintenance working party
  - 26) Any other urgent business (at the Chair's discretion)  
(Information only, no motions may be proposed, or decisions taken under this item).
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### **CLOSED SESSION**

Pursuant to Section 1 (2) of the Public Bodies (admission to meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting.

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- 27) To receive an update on matter being dealt with by the Parish solicitor (covenant breach).

*Joanne Glass*  
**The Parish Clerk (dated 11<sup>th</sup> February 2026)**

\* (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)