Vigo Parish Council

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 16th MARCH 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) 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 16th February 2026

7) To discuss matters arising from previous minutes not otherwise on the agenda **

8) Services (grounds maintenance, grass cutting, tree surgery, and gardening update)

9) To receive update on tree work projects:
   - Harvel Road, rear of Highview
   - Work carried out by Cherry Picker

10) Flytipping

11) To agree how to manage the grass verges on Waterlow Road during Wildflower Season 2026

12) Parish Councillor Vacancy: to agree to co-opt

13) Planning:

Tree Preservation Orders
- 20260182: 7 Highview: Reduction of Sweet Chestnut

Full Planning Applications
- None at time of agenda publication.

Covenant Applications:
- 53 Timberbank: installation of pitched porch roof (retrospective application)
- 24 Highview: installation of resin driveway
- 13 Stonecroft: request for approval for cladding colour (oyster white)

14) Covenant breaches, enforcement of restrictive covenants & properties in disrepair

15) To receive a report from the Covenant Working Party following the initial analysis of the Covenant Survey

16) To discuss any requests from and matters regarding residents

17) Parking: to discuss Admers Wood parking issues

18) The Bay

19) To discuss and Gravesham Borough Council issues and / or Kent Highways issues

20) To receive an update on the Pride in Place funding application

21) Street Lighting
    - to include a discussion on the quote from UKPN to disconnect and reconnect the streetlight outside 220 Highview in relation to the upgrade to a steel column

22) To receive an update and discuss any play area issues (play park & ballpark)
    - To include an update on the playpark resurfacing project.

23) Grant funding: to note applications received and agree allocation of funds.

24) <u>Finance:</u>
    - To note any payments made, payments due & income received
    - To discuss the purchase specialist accounting software (quotes received)
    - To note the date of the annual internal audit
    - To note the quote for specialist cyber-insurance
    - 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) To note the arrangements in place for the Annual Parish Meeting

28) To agree the arrangements for Parish Officer appraisals

29) Training

30) Reports from other organisations

31) Working Party Reports:
    - To note the date of the Woodland Management Working Party
    - To note proposal from Cllr Haslem regarding regular dates for future WP meetings
    - To agree the membership of the Community Working Party

32) Any other urgent business (at the Chair's discretion)
    (Information only, no motions may be proposed, or decisions taken under this item).

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.

33) To receive an update on matter being dealt with by the Parish solicitor (covenant breach) and to agree the associated projected costs moving forward.

Joanne Glass

The Parish Clerk (dated 11th March 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)