



# 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 20<sup>th</sup> April 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 16<sup>th</sup> March 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) Flytipping
- 10) Planning:

### Tree Preservation Orders

- 20260339: 234 Highview: Trimming back of oak tree branches
- 20260329: 24 Beech Mast: Removal of silver birch
- 20260307: 3 Bramble Bank: Trim new growth and lift sycamore
- 20260302: 34 Admers Wood: Fell 1 x magnolia
- 20260359: 71 Timber Bank: Reduce 2 x sweet chestnut, reduce 1 x thuja, remove 1 x spruce.

### Full Planning Applications

- 20260325: 6 Bramble Bank: Conversion of garage into habitable room and front infill extension.

### Covenant Applications:

- 5 Downswood – enquiry regarding replacing cladding with render
- 19 Highview – enquiry regarding painting porch bricks
- 22 Beechmast - to note application for property adaptations

- 11) Covenant breaches, enforcement of restrictive covenants & properties in disrepair
- 12) To note report from Woodland Management Working Party
- 13) To note report from Covenant Working Party and consider any recommendations

- 14) To consider adopting a Parish Council IT Policy
- 15) Parking
- 16) To note response from Dr Lauren Sullivan (MP) regarding bus service in Vigo
- 17) To note details of email issues and subsequent migration
- 18) To discuss any requests from and matters regarding residents
- 19) The Bay
- 20) To discuss and Gravesham Borough Council issues and / or Kent Highways issues
- 21) To receive an update on the Pride in Place funding application
- 22) Street Lighting
- 23) To receive an update and discuss any play area issues (play park & ballpark)
- 24) Finance:
  - To note any payments made, payments due & income received
  - To note the actual vs budget spend for the year ended 31.03.26 and the associated bank reconciliation.
  - To discuss the purchase specialist accounting software
  - 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) Training
- 28) Reports from other organisations
- 29) Working Party Updates (not noted elsewhere on the agenda)
- 30) 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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- 31) To receive an update on matter being dealt with by the Parish solicitor (covenant breach).

*Joanne Glass*

**The Parish Clerk (dated 15<sup>th</sup> April 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)