



Vigo Parish Council

Vigo Village Hall
The Bay, Vigo Village
Gravesend

Kent DA13 0TD

Tel: 01732 823337

Email: clerk@vigo-pc.gov.uk

Web: www.vigo-pc.gov.uk

AGENDA FOR THE MEETING OF VIGO PARISH COUNCIL

To be held on Monday 21st September 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 20th July 2026
- 7) To discuss matters arising from previous minutes not otherwise on the agenda **
- 8) Declaration of Pecuniary Interest forms (some Cllrs to complete)
- 9) Services (grounds maintenance, grass cutting, tree surgery, and gardening update)
- 10) Planning:

Tree Preservation Orders

- 20260790: 14 Churchside, reduction of 1 x Oak
- 20260880: 209 Highview: reduction of 1 x Maple

Full Planning Applications

- 20260911: 133 Highview: Conversion of garage into a habitable room

Covenant Applications:

- 151 Highview: to install new windows and brick up lower part of existing.
- 205 Highview: to extend existing driveway
- 99 Timberbank: provisional enquiry re driveway extension
- 20 Highview: change of bathroom window
- 10 The Coppice: replacement windows and doors
- 22 Admers Wood: replacement windows and doors (to ratify decision)
- 93 Timberbank: new garage door (to ratify decision)

- 11) Covenant breaches, enforcement of restrictive covenants & properties in disrepair
- 12) Gravesham local plan consultation (Woodlands Farm / Tigers Hall Farm)
- 13) Local Government Reorganisation and Local Elections
- 14) To discuss any requests from and matters regarding residents

- 15) To discuss request for installation of water supply for wildlife
- 16) To discuss complaint regarding removal of trees and other issues
- 17) To discuss antisocial behaviour in the village and issues with E Bikes
- 18) To receive an update on the provision of Community Warden in Vigo
- 19) To note successful Assistant Clerk's appraisal and agree spine point increase (as per contract).
- 20) To discuss the encroachment of Parish Council land to the rear of Highview
- 21) The Bay
- 22) To discuss Gravesham Borough Council issues and / or Kent Highways issues
- 23) Road surface improvements issues: Waterlow Road, Harvel Road, Erskine Road
- 24) Flytipping
- 25) Highways Improvement Plan
- 26) Bus Shelter Grant & proposal to install a new bus shelter on Waterlow Road
- 27) Street Lighting
- 28) Ball Park / Play Park – to note any issues
- 29) Play Park surfacing update
- 30) Finance:
 - To note any payments made, payments due & income received
 - To agree Clerk's / Assistant Clerk's annual cost of living salary increase
 - Any other finance issues / Responsible Financial Officer's report
- 31) To receive the Chair's announcements
- 32) To receive the Clerk's report and note correspondence received
- 33) Training
- 34) Reports from other organisations (Gravesham KALC Group) (Trosley Liaison Group)
- 35) To receive information regarding a vacancy for a school governor and consider any action the Parish Council may wish to take.
- 36) Woodland Management Working Party update
 - To consider and agree a revised maximum budget and authority to proceed with the tree survey.
- 37) Community Working Party update (Christmas event) (Friends of Vigo)
- 38) Grounds Maintenance Working Party update (tender / contract renewal)
- 39) Parking Working Party update
- 40) 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, due to the confidential nature of the next item, the public and press will be asked to leave the meeting.

- 41) To receive an update on matter being dealt with by the Parish Council's solicitor (covenant breach)

Joanne Glass

The Parish Clerk (dated 16th September 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)