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 16th November 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 19th October 2026
7) To discuss matters arising from previous minutes not otherwise on the agenda **
8) Declaration of Pecuniary Interest forms (to complete any forms outstanding)
9) Services (grounds maintenance, grass cutting, tree surgery, and gardening update)
10) Planning:

Tree Preservation Orders
- None

Full Planning Applications
- 20261091: 10 The Coppice: Creation of a vehicle crossover and dropped kerb

Covenant Applications:
- 9 Woodside: installation of a new front door
- 29 Beechmast: to replace cladding front and back
- 29 Beechmast: to relocate side fence
- 22 Admers Wood: to receive update on brick colour / type

11) Covenant breaches, enforcement of restrictive covenants & properties in disrepair
12) To discuss any requests from and matters regarding residents
13) To discuss the encroachment of Parish Council land to the rear of Highview
14) To discuss Gravesham Borough Council issues and / or Kent Highways issues
15) Road surface improvements issues: Waterlow Road, Harvel Road, Erskine Road
16) Street Lighting
17) Ball Park / Play Park – to note any issues
18) To note the first draft of the 2027/2028 budget, following the Finance Working Party meeting.

19) Finance:
- To note any payments made, payments due & income received
- To note the actual vs budget spend for the period ended 30.09.26 and the associated bank reconciliation
- Any other finance issues / Responsible Financial Officer's report

20) To receive the Chair's announcements

21) To receive the Clerk's report and note correspondence received

22) To note the latest progress tracker report

23) Training

24) To approve the draft safeguarding policy

25) Reports from other organisations

26) Woodland Management Working Party update
- To note updates on the village wide tree survey
- To note any progress via the working party

27) Community Working Party update:
- verbal update from Cllr Meader & the Clerk

28) Grounds Maintenance Working Party:
- To receive an update on the Clerk on the current grounds maintenance tender

29) 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 11th November 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)