



# **Hoo Saint Werburgh and Chattenden Parish Council**

**Parish Clerk: Mrs Sherrie Babington**  
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**To all Members of the Parish Council.**

Notice is hereby given, that the next Meeting of the Parish Council is to be held on Thursday 2<sup>nd</sup> July 2026 at 7.00pm at Hoo Village Hall.

**Members are hereby summonsed to attend.**

Legislation allows for meetings to be recorded by anyone in attendance. Persons intending to record the meeting should disclose this to the Clerk at the start of the meeting.

**1. Apologies.**

*Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.*

**2. Declaration of Interest.**

*To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.*

*To consider any Dispensation requests received by the Parish Clerk and not previously considered.*

**3. Approval of the minutes of the previous meeting.**

*To consider the minutes of the previous meeting and if in order sign as a true record.*

**4. Matters arising from the Minutes.**

*To consider any matters arising from the minutes from the previous meeting.*

**5. Urgent Matters (if any with the Chairman's consent).**

*To consider any urgent matters raised by members.*

**6. Parish Councillor Vacancy.**

**7. Public Participation.**

*To discuss any questions received by members of the public.*

**8. Financial Matters.**

**a. Financial Statement.**

*To consider the monthly financial statement and bank balances.*

Financial Statement will be circulated in paperwork at PC meeting.

**b. Grant Application**

*To consider a grant application from Medway Youth Services.*

**9. Clerks Report.**

**10. Chairman's Report.**

*To receive the Chairman's Report.*

**11. New Community Centre.**

*To receive an update for the new Community Centre – Please see circulated update report.*

**12. Memorial Garden.**

*To receive a report on the Memorial Garden.*

**13. Parish Council Committees.**

*To receive the reports and recommendations from PC Committees.*

a. Events Committee.

b. Environment Committee.

c. Finance, Audit and General Purposes Committee.

**14. Planning Matters.**

a. Planning Applications Received.

**MC/26/0960** - 138 Main Road, Hoo St Werburgh, Rochester, Medway, ME3 9HB

Creation of a dropped kerb to provide access to off street parking to front.

**MC/26/1066** - Tamarisk , Main Road, Chattenden, Rochester, Medway

Construction of a porch to front, a two-storey extension to rear, a part first floor extension, removal and replacement of thatched dormer windows - Demolition of existing porch and conservatory.

**MC/26/1191** - Rutland , 19 Elm Avenue, Chattenden, Rochester, Medway

Loft conversion including changes to existing roof shape & rear facing roof terrace, new entrance porch and a single storey extension to rear.

**MC/26/1108** - 25 Church Street, Hoo St Werburgh, Rochester, Medway, ME3 9AH

Construction of single storey extension to create 2no. Golf simulators (Use Class E).

**MC/26/1188** - Net Tex Industries, Hoo Marina Industrial Estate, Vicarage Lane, Hoo

Variation of condition 2 on planning permission MC/22/0475 to add another gateway to allow vehicles to enter and exit the site safely.

b. Planning Applications Decisions by Medway Council.

MC/26/0841

137 Bells Lane Hoo St Werburgh Rochester Medway ME3 9HY

Application for a non-material amendment to planning permission MC/24/2533 for alteration to driveway finish from permeable paving to permeable resin finish

Approval with Conditions

MC/26/0632

11 Broadwood Road Chattenden Rochester Medway ME3 8LX

Construction of a single storey rear extension and a dormer window to side to provide additional living accommodation within roof space

Approval with Conditions

c. Appeals.

*To consider/note any appeals.*

d. Other Planning Matters.

*To consider other planning matters.*

**15. Parish Council Strategic Plan.**

**16. External Reports**

To receive reports from external parties and organisations.

a. Hoo Village Hall

*To receive an update on the Village Hall from the Hall Manager.*

b. The Alliance of Hoo Peninsula Parishes.

*To receive and update on the work of the Alliance of Hoo Peninsula Parishes.*

c. Police and PACT Report.

*To receive a report regarding police matters and the PACT.*

d. Ward Councillor Reports.

*To receive a report from the Ward Councillors Sands, Pearce, and Crozer.*

**17. Date of the next Parish Council Meeting – Thursday 3<sup>rd</sup> September 2026 – Hoo Village Hall.**

*S Babington*

Mrs Sherrie Babington  
Parish Clerk