

Minutes of Meeting held at Bossingham Village Hall on Tuesday 13 May 2025 at 6.30pm (immediately following Annual Meeting of the Council)

13. Attendance and apologies for absence

Attending: Chairman Nick Waldron, Cllr Angela Waldron, Cllr Simon Warner, Clerk/RFO Clare Hamilton,
Apologies: Cllr Rob Richardson

14. It was resolved unanimously to accept the Minutes of the meeting held on 11 March 2025

15. Members' declarations of interest on Agenda items

Cllrs Nick Waldron and Angela Waldron: Appendix 18.7c.

16. Public participation on Agenda items Not required

17. Matters arising not covered by the Agenda None

18. Planning Applications

Planning applications may be viewed at Canterbury City Council's website [here](#)

Responding to Planning Applications: In order for councillors to be aware of parishioners' views on a planning application, parishioners are encouraged to share their thoughts with the parish council at least one week before the CCC submission deadline. In that way, councillors can support parishioners' views if necessary.

18.1 Potential planning breach at land at Lime Kiln Lane

CCC investigating

CCC Cllr Mike Bland is now looking into this on the parish council's behalf.

18.2 Potential planning breach of container at property

No further complaints received so this item will be removed from agenda

18.3 CA/25/00705 9 Homeside Farm, Bossingham, Kent, CT4 6AR

UHPC Acceptable

Single-storey rear extension following the demolition of existing conservatory

18.4 CA/25/00002 Land East of Manns Hill, Bossingham CT4 6EB

awaiting CCC decision

Single-storey detached dwelling following the demolition of existing outbuilding.

18.5 CA/25/00019 Wall Cottage, The Street, Bossingham CT4 6DX

CCC GRANTED

Single-storey side and rear extension.

18.6 CA/25/00288 Tudor Rose Cottage, Pett Bottom Road CT4 6EG

awaiting CCC decision

Application for Listed Building Consent for external and internal alterations including replacement plasterboard installation of extractor fan to first floor together with wood stain to external timber work, brickwork to be repainted where required.

18.7 Outstanding planning applications affected by water quality at Stodmarsh nature reserve listed in Appendix.

19. Highways Highways issues can be reported directly to KCC [here](#).

- 19.1 a. Hardres Court Rd: closure for micro surfacing 28 April for up to 5 days
- b. Some white line edging has been applied in Bossingham following micro surfacing. To request central lines be reinstated on bend near Lime Kiln Lane.
- c. Replacement double bend sign: original was knocked down by a vehicle approx. two years ago.
Chairman to provide photograph of sign base and Clerk to request replacement sign from Highways.

20. Reports

20.1 City and County Councillors

20.2 Footpaths

- a. CB376: Japanese Knotweed reported to KCC PRoW on 01.05.25, ref. 250531606

20.3 Trees and Gardening

Inspection/observation of trees is now included in risk assessment.

John Pitcher kindly continues to maintain the gardens at the village hall and War Memorial and has done extra watering in this spell of dry weather. He will soon be clearing the weeds and dying daffodils after such a good display, and says the change to more shrubs has reduced some of the work. He appreciates the positive feedback from villagers. No volunteers have been found to take over and John will continue for the time being.

20.4 Bossingham Village Hall *see Appendix*

Following the Village Hall Committee circulating a questionnaire to residents asking for opinions on what improvements could be made to the hall to make it more attractive to potential hirers, Cllr Simon Warner presented a report (see Appendix) on village hall improvement projects and it was agreed to ringfence £14,300 from CIL funds for these projects.

For purchases to comply with Financial Regulations:

- where the value is below £3,000 and above £1500 the Clerk/RFO shall strive to obtain 3 estimates
- where the value of items is between £3,000 - £25,000, 3 quotations must be obtained.

In order for VAT to be reclaimed, invoices must be addressed to Upper Hardres Parish Council.

20.5 Bossingham Playing Field

a. Chairman and Cllr Simon Warner have reviewed maintenance priorities for the playing field. Safety surfacing for the Tottlebank climber appears sufficient for the time being.

Mole catcher has been briefed and CCC has confirmed the fee can be met from CIL funds.

b. Inspections: A volunteer carried out an informal inspection on 28.03.25.

21. Finance

21.1 To note Balance of Account at 13 May 2025: £39,041.22

Comprising: Current Account £8,056.60; CIL £22,492.66; Reserves £8,225.96.

21.2 To note Receipts and Payments since last meeting and Bank Reconciliation: *see Appendix*

Precept 2025/26 of £7,931 was received from CCC on 01 May.

21.3 Chairman and Clerk signed the CCC Concurrent Function Agreement 2025/26.

21.4 Expenditure due before next meeting

HugoFox	Website hosting monthly	£ 11.99	vat £2.00
KALC	Annual subscription	£ 273.56	vat £45.59
Insurance	Renewal premium	£ 684.09	
UH Church	PCC Annual donation	£ 150.00	
Wraights	Grounds m'nance M,A,M	£ 914.40	vat £182.88
C Hamilton	Salary May	£ 367.38	
	Travel exp May meeting	£ 14.40	
	Salary June	£ 367.38	

VH: Picnic tables, parasols and bases, from CIL funds

Mole catcher: when work complete, payment from CIL funds

Replacement Printer: up to £250 approved

It was resolved unanimously to approve expenditure, proposed by Cllr Angela Waldron, seconded by Cllr Simon Warner, approved by the Chairman.

22. CIL (Community Infrastructure Levy) Neighbourhood Portion

Balance of CIL funds is £22,492.66. As item 20.4 above, £14,300 of CIL funds is now ring fenced for Village Hall improvements.

23. Bus shelter

Parish Council noticeboard glass will be replaced with safety glass and then reinstated.

24. Highways Improvement Plan (HIP)

a. HGV signs: waiting for Highways to install

b. Roundels: not yet painted, despite white lining having been done recently.

25. Dog fouling

Permission to install signs has been received from landowners.

Due to an increase in dog poo bags being left on hedges and paths, the dog warden will be asked to attend the parish. Clerk will chase CCC to replace the broken dog bin at the village hall.
Councillors thank Mr R Day for repairing the gap in the hedge adjoining The Street.

26. Website & Email addresses

The Clerk is gradually moving correspondence over to the new clerk@upperhardres-pc.gov.uk email address.

27. Councillor Vacancy

There remains a vacancy for a Parish Councillor.

28. For information

- Next meeting: 15 July 2025, 7.30pm
- Meeting closed at 7.25pm.

Signed Nick Waldron, Chairman, 15 July 2025

Appendix

18.7 Long-term outstanding planning applications affected by water quality at Stodmarsh nature reserve:

Poor water quality levels at the internationally-important nature reserve in Stodmarsh have stalled housing developments across east Kent. The wetlands at Stodmarsh outside Canterbury, which are a haven for wildlife, are deemed to be suffering from high levels of nitrogen and phosphorous. Further information can be found here:

<https://www.canterbury.gov.uk/planning-and-building/stodmarsh-and-water-quality/>

The following planning applications are affected:

- | | | | |
|----|-------------|---|--|
| a. | CA/20/02857 | Court Lodge, Manns Hill CT4 6EB | <i>Objection. Awaiting CCC decision</i> |
| | | Erection of two-storey detached dwelling with associated parking, access and landscaping | |
| b. | CA/20/02785 | Homeside Farmhouse, The Street CT4 6DX | <i>Acceptable. Awaiting CCC decision</i> |
| | | Erection of a dwelling and garage in rear garden together with alterations to existing dwelling including new single storey side extension following demolition of garage and chimney to enable formation of access | |
| c. | CA/20/02237 | Two Acres, Hardres Court Road CT4 6EA | <i>Acceptable. Awaiting CCC decision</i> |
| | | Erection of 5 no. detached two-storey dwellings with associated garages, parking and landscaping following demolition of existing dwelling. | |

20.4 Bossingham Village Hall

BVH is a village asset owned by the Upper Hardres Parish Council (UHPC). It dates from 1935 and is a somewhat dated structure. Rentals are down and last year the hall made a financial loss. It is thus imperative that we do all we can to make the hall a more attractive venue to as wide a variety of users as is possible. In recent years the hall has seen improvements to internal decoration, electrical wiring, upgrades to the ladies and gents toilets, a patio has been laid and some kitchen equipment renewed. The external mains supply water leak and blocked drain were both expensive items to rectify. This is not an exhaustive list but serves to highlight the ongoing maintenance necessary to keep the hall running.

There are now very successful meetings each 1st Friday of the month where dinner is served. These get-togethers were conceived as a vehicle for residents old and new to be able to meet over drinks and food in a very relaxed atmosphere. They are not specifically fund raising events but they do produce a small additional income. The success of these dinners demonstrates that we do have a vibrant community which is keen to have a venue for gatherings - especially so considering the unfortunate demise of the Hop Pocket.

The Village Hall Committee (VHC) recently circulated a questionnaire to residents asking for their opinion as to what improvements could be made to the hall which might make it more attractive to potential hirers. None of the respondents stated that the hall 'should be modernised' as such. However certain improvements were suggested.

The VHC seek the agreement of UHPC to ring-fence a sum from current CIL funds in order that these projects can be prioritised, initiated and undertaken.

21. Finance

Bank Reconciliation 12 March - 13 May 2025

Current Account:

£

The net balance reconciles to the Cashbook (receipts & payments account) as follows:

Balance brought forward at 11 March 2025	33,205.21
ADD: receipts 12.03.25-13.05.25	8,171.40
LESS: payments 12.03.25-13.05.25	2,335.39
Closing balance at 13 May 2025	39,041.22

Total funds at 13 May 2025 39,041.22

Receipts and Payments since last meeting, Cashbook extract:

					Receipts	Expenditure		Balance
12	C Hamilton	Salary 12/12	March	SALARY		367.38	SALARY 12/12	
12	C Hamilton	Travel exp	March	EXP		14.40	EXP	
12	C Hamilton	Expenses 2/2	1.11.24-31.03.25	EXP		131.85	EXP	32,691.58
26	Wraights	Grounds maintenance	Dec Jan Feb	CFF		914.40	INV 2100	
26	Wraights	Tree works		CIL		516.00	INV 2101	31,261.18
31	GoCardless	HugoFox website hosting	March	WEB		11.99	INV	31,249.19
APRIL								
3	from HMRC	VAT reclaim March			240.40		HMRC VTR	
28	C Hamilton	Salary 1/12 April		SALARY		367.38	SALARY 1/12	
29	GoCardless	HugoFox website hosting		WEB		11.99	INV 14189	31110.22
MAY								
1	from CCC	Precept 2025/26		PRECEPT	7931.00			39041.22

Chairman Nick Waldron

Parish Clerk Clare Hamilton

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