

# Upper Hardres Parish Council

Chairman Nick Waldron

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## Minutes of meeting held on 16 July 2024, 7pm, at Bossingham Village Hall

### 1. Attendance and apologies for absence

Attending: Chairman Nick Waldron, Cllr Angela Waldron, Cllr Simon Warner, Cllr Rob Richardson, Clerk/RFO Clare Hamilton, CCC Cllr Mike Bland, and three members of the public.  
Apologies: John Pitcher, Alister Brady.

### 2. It was resolved unanimously to accept the Minutes of the meeting held on 14 May 2024.

### 3. Members' declarations of interest on Agenda items

Clrs Nick Waldron and Angela Waldron: Appendix 6.4c.

### 4. Public participation on Agenda items

### 5. Matters arising not covered by the Agenda

A parishioner reported a dangerous telegraph pole on Pett Bottom Road. Cllr Mike Sole checked the situation with Highways but there is nothing they can do. Parishioner to pursue with Openreach.

### 6. Planning Applications

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

#### 6.1 Potential planning breach at land at Lime Kiln Lane: Chairman's report to CCC did not receive a response and he is still waiting for comments from the Enforcement Officer. Cllr Mike Bland will look into this.

#### 6.2 CA/24/00263 Land opposite Breton House, Pett Bottom Road *Objection. CCC Under Consideration* Construction of an agricultural barn and polytunnel.

#### 6.3 CA/23/02074 Great Catts Farm, Stone Street, Petham CT4 5PW *Acceptable. CCC Under Consideration* Application for Listed Building Consent for external and internal alterations including relocation of W.C. to ground floor together with removal of dropped ceiling on second floor. Creation of opening in brick and flint garden wall to north of barn.

#### CA/23/02073 Great Catts Farm, Stone Street, Petham CT4 5PW *Acceptable. CCC Under Consideration* Creation of opening in brick and flint garden wall to north of barn.

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

### 7. Highways

Please report Highways matters directly to KCC [here](#).

#### 7.1 a. Hardres Court Road: Closure of part of Hardres Court Road, Upper Hardres from 5 August 2024, with estimated completion by 8 August 2024 for work by South East Water. The road will be closed in the vicinity of Hardres Court.

#### b. Pilot's Farm Road, Upper Hardres: from 15 July 2024 for up to 17 days to enable carriageway collapse reinstatement works to be carried out by Kent County Council.

### 8. Reports

#### 8.1 City and County Councillors

Cllr Mike Bland reported: CCC has purchased some properties for social housing. Canterbury Market is due for reopening. The CCC Corporate Plan is due to be approved at next meeting. In answer to a question about the encampment at Pin Hill and the problem of accumulated rubbish there and the risk of rodents, if rubbish is reported to CCC it should be removed.

#### 8.2 Footpaths

##### a. Fence across footpath: contact being progressed

##### b. HE4 cattle warning notices: In May a parishioner reported charging cattle and the landowner put up notices warning of livestock in the field. No further instances reported.

### 8.3 **Trees**

The Chairman applied to the Woodland Trust and was awarded trees for along the rear of the playing field.

### 8.4 **Bossingham Village Hall**

a. Minutes of BVHMC AGM held on 27 June: Councillors thanked the Village Hall committee for their continued work and highlighted the need for more volunteers.

### 8.5 **Bossingham Playing Field**

a. Goal post:

From the small amount of feedback received, the existing 7-a-side goal is preferred to a new 5-a-side goal.

Net to be safely secured. It is not feasible to purchase a second goal as funds are limited.

b. Repositioning the toddler climber and installing rubber mat safety tiles:

The Clerk met the Playdale area rep on site on 04.07.24 and various options were discussed. No quote was received from Playdale by the deadline for this meeting.

- After consideration of quotations received from Sovereign and MW Supplies iro £3K - £4.5K +vat for the extensive work in repositioning the toddler climber and installing rubber mat safety tiles,

**it was resolved** unanimously that the most cost-effective and safe solution is to retain the equipment in its current position, remove a number of surrounding trees, sow grass seed, then install grass mat safety tiles around the area of the climber.

- The Chairman will earmark trees for removal and check if they meet the requirements for require

Permission for Works to Trees from

CCC-before any work is carried out.

- Grounds maintenance contractor will be asked to quote on tree removal.

c. Play equipment:

A request for more play equipment for ages 7+ was noted. The scramble net climber, basket swing and skate zone already cater for that age group. Any new play equipment is likely to start at £6K plus installation and costs would need to be met through fundraising by playing field users.

d. Hedging:

Hedging will be extended along the playing field rear fence next to the skate zone.

e. Wild flower corner:

To add to the biodiversity of planting on the playing field, the recently cleared corner next to the VH fence could become a wild flower area. Clerk to contact BVHMC to inquire if this is something they may be willing to manage.

## 9. **Finance**

9.1 Balance of Account at 16 July 2024: £36,721.72

comprising: Current account £4,813.81; Reserves £10,225.96; CIL funds £21,681.95.

9.2 Receipts and Payments since last meeting and Bank Reconciliation - see Appendix

9.3 Expenditure due before next meeting

Hayes Prop. Dev. Bus shelter repairs	£ 660.00	vat £110
Hopkins 2024 AED Aftercare	£ 249.48	vat £41.56
HugoFox Website hosting: monthly	£ 11.99	vat £2 pcm
PCC Annual donation	£ 150.00	
Wrights Grounds m'nce May June July	£ 914.40	vat £182.88
C Hamilton Salary July	£ 351.00	
	Travel exp July	£ 14.40
	Salary August	£ 351.00

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

9.4 Banking updates: Chairman is pursuing opening of savings account with Santander.

9.5 Concurrent Functions Funding 2024/25: CFF agreement form signed for submission to CCC.

9.6 **It was resolved** to finalise changes to the 'three quote rule' figure in Financial Regs at the next meeting.

## 10. **CIL (Community Infrastructure Levy) Neighbourhood Portion**

Following payment for works to the bus shelter (ex. vat), CIL funds balance will stand at £21,131.95.

## 11. **Bus shelter**

Following the receipt of two quotations for remedial works to the bus shelter and difficulties encountered in obtaining a third quote, **it was resolved** by councillors to accept a quotation received for £660 incl. vat from Hayes Property Developments Ltd. This was considered good value for money and is in line with

Financial Regulations 11.1.h which states: '*...where the value is below £3,000 and above £100 the Clerk or RFO shall strive to obtain 3 estimates.*'

The remedial works were carried out in May. The Parish Council noticeboard previously on the wall of the Hop Pocket has been in storage and will be fitted in the shelter.

## **12. Highways Improvement Plan (HIP)**

Cllr Simon Warner has submitted a draft HIP to CCC and is waiting for approval.

The aim is to keep street architecture to a minimum in raising speed awareness through Bossingham via solutions proven to have an effect. Proposals include:

- to install a village gateway sign at north end of village where 30mph sign is not always visible
- to repaint the 30mph roundel on road at southern end of village
- to install clear no oversize vehicles warning signs at both ends of Lime Kiln Lane
- consideration was given to replacing the 15 plastic bollards on the corner opposite Lime Kiln Lane which were installed by KCC with oak bollards more in keeping with our rural environment. However, at approx. £1K for each oak bollard replacement, this is unaffordable.

Costs for these improvements will be funded by the Parish Council from CIL funds. Cllr Mike Sole has offered some possible funding but this must be applied for before the end of September.

## **13. Parish Charter**

The Parish Charter was developed by the Kent Association of Local Councils (KALC) Canterbury Area Committee and Canterbury City Council to define improved working methods between parish councils and the city council. Councillors have been supplied with a link to the Parish Charter on the CCC website.

## **14. Waste bin**

A parishioner highlighted the need for a waste bin on Manns Hill near the crossroads of footpaths to prevent the consistently large amounts of litter and dog mess being left on the paths.

Costs for supply and installation of a bin have been investigated and amount to approx. £600-800 which would need to be met by the Parish Council.

After discussion of alternative options, **it was resolved** to begin to tackle this matter first of all through:

- Education of the dangers of leaving dog mess and to encourage all dog owners to bag waste and take it home for disposal. It was acknowledged that most dog owners are responsible and already do this, but it is evident a large number do not.
- Information will be supplied to the parish magazine with the aim of educating people about the dangers of leaving dog mess where people and cattle can be severely affected by it.
- Signage highlighting the laws about dog mess and fines will be investigated, although councillors feel it is important not to overdo signage in our rural environment so hopefully this would be on a temporary basis.
- Cllr Mike Bland will investigate if there are any dog warden patrols and if CCC can supply signage.

## **15. Website**

The Clerk attended an online KALC workshop on 9 May regarding the benefits of .gov.uk domain names for parish councils to provide better security and consistency for councils.

Current domain name is due for annual renewal in November. Clerk will investigate costs for changing to a .gov.uk domain with current provider and website host, and alternatives, for discussion at the next meeting.

## **16. For information**

- Vacancy: there remains a vacancy for a parish councillor.
- Donation: a thank you letter for the donation has been received from KSS Air Ambulance.
- Information for new residents: the Welcome Pack to be readdressed and subscription to the parish magazine to be encouraged.
- Meeting dates 2024: 10 September, 12 November.
- Meeting closed at 8pm.

Signed ..... Nick Waldron, Chairman, 10 September 2024

## **Appendix**

### **6.4 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 *Objection. Awaiting CCC decision*  
Erection of two-storey detached dwelling with associated parking, access and landscaping
- b. CA/20/02785 Homeside Farmhouse, The Street CT4 6DX *Acceptable. Awaiting CCC decision*  
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 *Acceptable. Awaiting CCC decision*  
Erection of 5 no. detached two-storey dwellings with associated garages, parking and landscaping following demolition of existing dwelling.

### 8.3 Tree officer John Pitcher

Important legislation is now in place to protect hedgerows from being cut from 1st March to 31st August and also other requirements and restrictions to prevent the interference of birds nesting etc. This legislation was brought in just prior to Parliament being terminated before the General Election. Grants to land owners are available in respect of the planting of such hedges and trees in an effort to develop more re-wilding areas across the land.

The new Government pledges to progress this and more extensive green issues in an effort to achieve a carbon neutral environment in the relatively near future. We look forward to that day.

There are many other initiatives by the various bodies ie. The Woodland Trust, Kent Tree and Pond Partnership etc, which will help to give us all a better long term environment. However the desire to build even more houses may be a problem if developers are allowed more 'freedom' to expand on land not previously permitted for such purposes.

### 8.4 Bossingham Village Hall Gabby Fisher

The new Village Hall Social Evenings took place on 7<sup>th</sup> June and 5<sup>th</sup> July and have been a success. There is the option to have a hot supper for £5 and BYO drinks, or just turn up and spend time meeting up with new and old friends. These will continue to run on the first Friday of each month and will combine the draw for the 100 Club from September onwards. These evenings will also help to raise funds for the Village Hall and look to encourage new people to either join the Committee and/ or to volunteer to help with one off working parties etc.

Following the A.G.M held on Wednesday 26<sup>th</sup> July, the Committee is as follows:

Chair – Nikki Gordon

Treasurer – Linda Warner

Booking Clerk – Ali Hewitt

Secretary – Vacant

Wayne Gifford and Neil McMillan continue as Committee members.

There is a shortfall of three Committee members but hopefully, the Committee will be able to encourage new members to join.

The Committee are currently looking into the option of selling the staging. It is seldom used, takes up storage space and would add to the Village Hall funds to help ease the running costs. Once this is finalised, a new List of Works will be identified to ensure the on-going upkeep of the hall.

The bookings for the Hall are slightly up and we have taken another regular term time booking for Pilates on a Tuesday.

This will be my last Report as I have now stepped down from the Village Hall Committee. I would like to thank the Parish Council for their support and advice given over the last 5 years.

## 9. Finance

Bank Reconciliation 15 May -16 July 2024

Current Account:

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

	£
Balance brought forward at 15.05.24	40,302.33
ADD: receipts 16.05.24-16.07.24	0
LESS: payments 16.05.24-16.07.24	3,580.61
<u>Closing balance at 16 July 2024</u>	<u>36,721.72</u>

Total funds at 16 July 2024 £36,721.72

Receipts and Payments since last meeting, Cashbook extract:				Receipts	Expenditure	Balance
MAY						
20	KALC	Annual subs		SUBS	254.29	
20	Wraights	Grnds m'nance & clearing	April	CCF	868.80	
20	Clear Councils	Insurance premium		INS	510.74	
20	Matt Wilmshurst	Playing field maintenance		RESERVES	692.00	
20	C Hamilton	Salary 2/12	May	SALARY	351.00	
20	C Hamilton	Travel exp	May x 2	EXP	28.80	
20	SM Sch PTA	Parish Grant Award		PARISH GRANTS	250.00	
20	Air Ambulance	Parish Grant Award		PARISH GRANTS	250.00	
29	GoCardless	HugoFox website hosting	May	WEB	11.99	
JUNE						
29	C Hamilton	Salary 3/12	June	SALARY	351.00	
JULY						
1	GoCardless	HugoFox website hosting	July	WEB	11.99	36721.72