

Chairman Nick Waldron

Clerk/RFO Clare Hamilton | [uhpc.clerk@gmail.com](mailto:uhpc.clerk@gmail.com) | [upperhardres-pc.gov.uk](http://upperhardres-pc.gov.uk)

## Minutes of meeting held on Tuesday 11 March 2025 at 7pm, at Bossingham Village Hall

### 1. Attendance and apologies for absence

Attending: Chairman Nick Waldron, Cllr Angela Waldron, Cllr Simon Warner, Clerk/RFO Clare Hamilton, Amanda Greenaway from the Ramblers Association and one member of the public.

Apologies: Cllr Rob Richardson.

### 2. It was resolved unanimously to accept the Minutes of the meeting held on 21 January 2025.

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

Cllrs Nick Waldron and Angela Waldron: Appendix 6.6c.

### 4. Public participation on Agenda items

a. Amanda Greenaway from the Ramblers Association spoke about the need for parish footpath observer volunteers.

b. Hop Pocket: A parishioner raised the poor condition of the pub building and asked if the parish council could contact the owner to request its appearance is improved. Councillors suggested the parishioner makes a personal approach.

c. Oak tree lights: Removal of the lights was queried. As they do not affect the tree and are not a safety hazard, they will be left in place for the time being.

d. Signage: A parishioner has cleaned some local signs and was thanked by the councillors. Further Highways signs which are dirty or obscured by vegetation can be reported to KCC [here](#)

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

a. Parish Grant Awards: After distributing £4,995 to local groups since 2014, the awards fund is now fully allocated and is now closed. Beneficiaries of the fund include: Village People Amateur Dramatics, Friends of Stelling Minnis School, Bossingham Pre-School, Church of SS Peter & Paul Upper Hardres, Stelling & Upper Hardres Scouts and Stelling Minnis & Upper Hardres History Group.

b. Devolution: Kent was not selected by the government to be in the first wave of devolution. The Chairman has informally discussed the local implications of devolution with the Chair of Stelling Minnis Parish Council.

### 6. Planning Applications

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

#### Parishioners' views on 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.

#### 6.1 Potential planning breach at land at Lime Kiln Lane

*CCC investigating*

Chairman has chased CCC Cllr Mike Bland for any progress and KCC Cllr Mike Sole has agreed to look into this matter on the parish council's behalf.

#### 6.2 Potential planning breach of container at property

*CCC investigating*

Photo requested for enforcement to progress investigation.

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

*UHPC Acceptable. Awaiting CCC decision*

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

- 6.4 **CA/25/00019 Wall Cottage, The Street, Bossingham CT4 6DX** *UHPC Acceptable. Awaiting CCC decision*  
Single-storey side and rear extension.
- 6.5 **CA/25/00288 Tudor Rose Cottage, Pett Bottom Road CT4 6EG** *UHPC Acceptable. 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.
- 6.6 Outstanding planning applications affected by water quality at Stodmarsh nature reserve listed in Appendix.
- 7. Highways** Highways issues can be reported directly to KCC [here](#).
- 7.1 a. Hardres Court Road: closure for carriageway patching 11 March.
- 8. Reports**
- 8.1 **City and County Councillors** *see Appendix*
- 8.2 **Footpaths**  
In response to Amanda Greenaway from the Ramblers Association speaking about the need for parish footpath observer volunteers, a parishioner volunteered to take on the role in Upper Hardres.
- 8.3 **Trees**
- a. Works following tree survey: Works completed following tree survey report.
- b. Tree Officer vacancy: Due to the lack of a volunteer, it was agreed to note in the Risk Assessment that councillors and/or the footpath observer will check the small number of parish council owned trees.
- 8.4 **Bossingham Village Hall**  
a. A 100 club has been set up. Monthly suppers are successful. See full report in Appendix.
- 8.5 **Bossingham Playing Field**
- a. In response to the October Annual Safety Inspection, quotations for grass mat safety surfacing for the Tottlebank climber were sourced. Two suppliers quoted for grass mat surfacing, two for rubber mulch surfacing. To be reviewed at the May meeting.
- b. Action points: Chairman and Cllr Simon Warner will review the points raised in the annual safety inspection in Oct 2024 and feedback on any action needed.
- c. Moles: These are a continuing problem and cause trip hazards on the field surface. Chairman will source quotes for a mole catcher.
- d. A parishioner kindly offered to informally inspect the playing field. Clerk will supply a checklist.
- 9. Finance**
- 9.1 Balance of Account at 11 March 2025: £33,205.21  
Comprising: Current Account £2,220.59; CIL £22,758.66; Reserves £8,225.96
- 9.2 Receipts and Payments since last meeting and Bank Reconciliation: see Appendix
- 9.3 VAT126 claim of £290.40 received for the period 01.10.24-28.02.25
- 9.4 Expenditure due before next meeting
- |            |                           |          |                    |
|------------|---------------------------|----------|--------------------|
| HugoFox    | Website hosting monthly   | £ 11.99  | <i>vat £2.00</i>   |
| Wraights   | Grounds m'nance D, J, F   | £ 914.40 | <i>vat £152.40</i> |
|            | Work to trees             | £ 516.00 | <i>vat £86.00</i>  |
| C Hamilton | Salary March              | £ 367.38 |                    |
|            | Travel exp March meeting  | £ 14.40  |                    |
|            | Sundry expenses Oct-March | £ 131.85 |                    |
- It was resolved** unanimously to approve expenditure, proposed by Cllr Angela Waldron, seconded by Cllr Simon Warner approved by the Chairman.
- 10. CIL (Community Infrastructure Levy) Neighbourhood Portion**  
Balance of CIL funds stands at: £22,758.66.
- 11. Bus shelter**  
Parish Council noticeboard glass will be replaced with safety glass and then reinstated.
- 12. Highways Improvement Plan (HIP)**
- a. **It was resolved** to accept the design of the proposed Unsuitable for HGV signs for Lime Kiln Lane. Highways requested the parish council seek the landowner's approval for signs at the Stone Street end of

Lime Kiln Lane but landowner is unknown. Clerk will request that Highways approach the landowner.  
b. Roundels: Not yet painted.

### 13. Dog fouling

- a. Signage: Landowner has approved the installation of signs by the Chairman.
- b. Waste bins: It appears that CCC only empty the dog waste bin when it has been reported as overflowing. Issues with a litter bin can be reported to CCC [here](#)

### 14. Website & Email addresses

Following the change to a .gov.uk website address, the following .gov.uk email addresses have been applied for from our Approved Registrar, HugoFox:

clerk@upperhardres-pc.gov.uk and chair@upperhardres-pc.gov.uk

A £100 government grant covers costs for the first 10 months of use, thereafter £9.99 per month in addition to the present £9.99 per month website hosting fee (as budgeted for 2025/26).

.gov.uk domain and email addresses offer better security for parish councils.

### 15. Councillor Vacancy

There remains a vacancy for a Parish Councillor.

### 16. For information

- Meeting dates 2025: Tuesdays at 7pm - 13 May (see times below), 15 July, 16 September, 11 November.
- Next meeting: 13 May - 6.30pm Annual Council Meeting & Ordinary Meeting; 7.30pm Annual Parish Meeting.
- Meeting closed at 8.15pm.

Signed ..... Nick Waldron, Chairman, 13 May 2025

## Appendix

### 6.6 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.   |  |

## 8.1 County Councillor Mike Sole February report

The big news this month is that Kent was not selected by the government to be in the first wave of devolution. Whilst this means that we may have to wait a little longer before we elect a mayor for Kent, Local Government reorganisation continues, although over on a slightly longer timescale. We will soon know what the plans are for carving Kent up into three or four councils with the creation of an East Kent unitary council. This does mean that elections to Kent County Council (KCC) will take place on 1 May 2025.

I delighted to be invited to attend the unveiling of the Aphra Benn statue in Canterbury in the presence of HM Queen Camilla. The new statue outside The Beaney is a very fitting tribute to England's earliest professional female writer. Both KCC and Canterbury City Council (CCC) agreed their budgets this month for 2025/26. I was very pleased to be able to deliver the CCC budget speech on behalf of the administration. Having worked hard all year to listen, consult and take views from across the council chamber and residents, my theme was that we are better working together. I was delighted that the budget was supported by the Liberal Democrat, Labour and Conservative council groups, endorsing the open, transparent and inclusive approach that I have taken as cabinet member for finance.

I was most disturbed to hear that areas of public open space in St Augustine's, Chartham, had been offered for sale for a multitude of uses without disclosure of the restrictions attached to this land. I have been working with residents, the parish council and CCC, as well as contacting the current and previous owners of the land as it is so important that this land remains open, accessible and maintained. Work continues on this issue.

I have been in exploratory meetings with KCC and Cllr Lee Castle about improving youth provision in Littlebourne. I spent one morning cycling around and reporting over 100 potholes to KCC – I am carefully monitoring the progress on repairing these.

I have attended parish council meetings in Chartham and Womenswold, and a meeting of the Kent & Medway Fire & Rescue Authority.

## 8.2 Footpaths

### 8.4 Bossingham Village Hall

**100 Club** The 100 club is up and running with monthly draws. At the moment, this has raised around £1000 for the hall and had 34 members. If anyone is wishing to join the 100 club, cost is £60 per year and monthly prizes will depend on the numbers of members we have. Currently: 1<sup>st</sup> Prize = £60.00, 2<sup>nd</sup> Prize = £15.00, 3<sup>rd</sup> Prize = £7.50

**Insurance Claim – Toilets** We are in the process of getting quotes from builders to put in the claim to repair the broken cubicle in the ladies. Getting quotes from builders has been tricky, but hoping to get this tidied up this month.

**Supper Club** March saw the first supper club of the year with around 40 plus people attending. Linda Warner has been amazing and with the help of Ali in the kitchen cooked bangers and mash this month. These evenings are raising around £100 - £150 per month, depending on attendees, however more importantly it is bringing the community together and using the hall to its advantage. We would like to thank Linda for all her effort in running these evenings. We hope to run some BBQ evenings as it gets warmer and have had some offers of help to do this.

The supper club runs on the first Friday of the month and there is a WhatsApp group for anyone that wants to find out more information.

**Bookings** Bookings are steady and continue to come in via the online booking system – we could always be busier, but the events held are helping with the running costs.

## 9. Finance

Bank Reconciliation 22 January – 11 March 2025

Current Account:

£

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

Balance brought forward at 21 January 2025	33,987.94
ADD: receipts 22.01.25-11.03.25	290.40
LESS: payments 22.01.25-11.03.25	1,073.13
Closing balance at 11 March 2025	32,914.81

**Total funds at 11 March 2025** £33,205.21

Receipts and Payments since last meeting, Cashbook extract:

					Receipts	Expenditure		Balance
<b>JANUARY</b>								
28	C Hamilton	Salary 10/12	Jan	SALARY		367.38	SALARY 10/12	
28	C Hamilton	Travel exp	Jan	EXP		14.40	EXP	
28	BVH	Dishwasher reimbursement		CIL		299.99	imL	33,306.17
29	GoCardless	HugoFox website hosting	Jan	WEB		11.99	INV 11723	
<b>FEBRUARY</b>								
26	C Hamilton	Salary 11/12		SALARY		367.38	SALARY 11/12	
28	GoCardless	HugoFox website hosting	Feb	WEB		11.99	INV 12554	32,914.81
<b>MARCH</b>								
6	from HMRC	VAT126 reclaim 2/2	01.10.24-28.02.25	VAT	290.40		VAT RECLAIM 2 24/25	33,205.21