

# Upper Hardres Parish Council

Chairman Nick Waldron

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## Minutes of meeting held on 12 November 2024, 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.

Apologies: Cllr Rob Richardson, CCC Cllr Mike Bland, Tree officer John Pitcher.

### 2. It was resolved unanimously to accept the Minutes of the meeting held on 10 September 2024.

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

Cllrs Nick Waldron and Angela Waldron: Appendix 6.6c.

### 4. Public participation on Agenda items not required .

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

a. The Chairman reported that the Remembrance Service very well attended. Cubs and Beavers were in attendance and laid wreaths. Thanks were expressed to John Pitcher for cleaning flag pole and tidying the garden in time. A new halyard was delivered but when the Chairman went to fit it, found it had already been replaced, so thank you to the mystery parishioner for doing this.

b. The Chairman and Cllr Rob Richardson attended the joint parishes meeting hosted by Stelling Minnis Parish Council on 16 October and found it to be productive and helpful. Thank you to SMPC for arranging and hosting.

### 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** *CCC investigating*  
No updates received in time for this meeting.

6.2 **CA/24/01867 Knotty Oak, The Street, Bossingham CT4 6DX** *UHPC Acceptable*  
First floor extension together with roof lights and windows to side elevation.

6.3 **CA/24/01475 Three Elms, The Street, Bossingham CT4 6DX** *CCC GRANTED*  
Extension of existing vehicular access together with hardstanding.

6.4 **CA/24/01462 Walnut Tree Farm, Pett Bottom Rd, Lynsore Bottom CT4 6EG** *CCC GRANTED*  
Front extension.

6.5 **CA/24/01382 Orchard House, Manns Hill, Bossingham CT4 6ED** *CCC GRANTED*  
Retrospective application for single-storey rear extension together with porch, following demolition of existing porch.

6.6 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. White lining through Bossingham: Highways Steward informed that lines are regularly inspected and if these meet the criteria, will be refreshed.
  - b. Hardres Court Road, Lower Hardres: 16 October for up to 3 days (notice of Works received same day).
  - c. Grannies Lane: A KCC request for assistance with vegetation clearing costs was refused.
  - d. Hedge on The Street: A parishioner reported that the hedge bordering the new properties on The Street is overgrown on the road side. Reported to KCC Highways, ref 840450. Highways Steward inspected on 9 November and will clarify with the Highways definitions team if KCC or the landowner has responsibility for cutting the hedges.
  - e. Catts Wood Road Path: closed 23 January 2025 for drainage repairs.

## 8. Reports

8.1 **City and County Councillors** *see Appendix*

8.2 **Footpaths**

8.3 **Trees**

- a. To note retirement of Tree Officer
- b. **It was resolved** to commission a tree survey.

8.4 **Bossingham Village Hall**

- a. See BHV Committee report in Appendix
- b. BVH and ACRK file storage: Letter from ACRE (Action with Communities in Rural England) received via KALC re. closure of ACRK (Action with Communities in Rural Kent) and requesting village halls apply to have any files held by them returned. Asked them to check if they hold any BVH files.

8.5 **Bossingham Playing Field**

- a. Repair to goal posts: Councillors to look into.
- b. Trees removal, grass seeding, grass/slo tiles installation: Seeking contractor to carry out the work.
- c. Annual Inspection: Annual playing field inspection was carried out by the Play Inspection Company on 25 October. Some minor matters will be attended to.

## 9. Finance

9.1 Balance of Account at 12 November 2024: £36,676.40

comprising: Current account £3,891.75; Reserves £9,725.96; CIL £23,058.65.

9.2 Receipts and Payments since last meeting and Bank Reconciliation: *see Appendix*

9.3 **It was resolved** to increase Clerk's salary in accordance with NALC Local Government Services Pay Agreement 2024/25, backdated to 1 April 2024.

9.4 **To consider** Expenditure due before next meeting

HugoFox	Website hosting: monthly	£ 11.99	<i>vat £2 pcm</i>
Wraights	Grounds m'nce Sept Oct Nov	£ 914.40	<i>vat £182.88</i>
Play Insp. Co	Annual playing field inspection	£ 196.80	<i>vat £32.80</i>
C Hamilton	Salary November	£ 367.38	
	Backdated salary increase	£ 114.66	<i>backdated to 1 Apr</i>
	Travel exp Nov	£ 14.40	
	Expenses 1 Apr-31 Oct	£ 134.66	
	Salary December	£ 367.38	

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

9.5 VAT reclaim of £699.56 for the period 01.03.24-30.09.24 has been received.

9.6 In order to formally close the Barclays account, a letter was signed by the two remaining signatories as instructed by Barclays.

9.7 **It was resolved** to adopt the proposed Budget 2025/26 and to request a Precept for 2025/26 of £7,931.

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

To note further CIL payment received of £1,051.15.

## 11. Bus shelter

Parish Council noticeboard glass will be replaced with safety glass before being reinstated.

## 12. Highways Improvement Plan (HIP)

Cllr Simon Warner reported difficulties in communicating with KCC about the planned 30mph roundels and village gateways. The funds are in place for these and the parish council is keen to progress the installation. County and City Councillors Mike Sole and Mike Bland will be invited to the next meeting to hopefully provide advice on how to move this project forward in a timely and efficient manner.

## 13. Dog fouling

Signs have been ordered by CCC and will be delivered to the Chairman.

## 14. Website

**It was resolved** to change to a .gov.uk domain for the parish council website and email addresses. Clerk to instruct our website host HugoFox (Nominet .gov.uk certified) to proceed and to apply for the £100 Central Digital and Data Office (CDDO) grant towards first year's set up costs.

## 15. For information

- CCC parish engagement meeting: Clerk attended online on 9 Oct
- Grants: the new CCC Canterbury Biodiversity Grants scheme is now live, deadline 9 Dec
- Meeting dates 2025: Tues at 7pm - 14 January, 11 March, 13 May, 15 July, 16 September, 11 November
- Next meeting: 14 January 2025
- Meeting closed at 8pm.

Signed ..... Nick Waldron, Chairman, 14 January 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

It's been a good month for seeing new road signage being installed. The 30mph limit is now in place in Woolage Green, and in Bridge the HGV restriction sign is now up near Union Road. I have also seen the designs for the painting of 30mph roundels on the road in New House Lane, Thanington.

It's the time of year that budgets are in the news. Although we have now had the new government's budget, we still don't know the detail of what this might mean in respect of local government finance, so setting the city council budget, that I have been working on the for last few months, has not been easy. It is clear though that costs are increasing faster than income so there is huge pressure on doing more with less. The city council budget will go out to consultation next week so please do let the council know what you think about any changes.

I attended a multi-agency meeting about the tents that are on the Canterbury ring-road. The police, fire service, city council and homeless charities are all working to find a solution, with KCC who own the land. The city council have spare temporary accommodation for every person living in those tents, but the issue is more complex than that, and it is not possible to force individuals to take up accommodation offered to them. There is significant concern though about the safety of those choosing to stay in tents so close to a busy road.

The recent heavy rains caused significant drainage issues in Patricxbourne, and I worked with KCC to help clear this up and clean drains and the road, whilst looking for a more permanent solution.

I held a surgery at the Bekesbourne coffee morning and have been following up issues raised, including missing 30mph signs on Bekesbourne Hill.

Discussions continue about a Kingston to Barham footpath/cycle path parallel to Valley Road.

I attended Barham parish council, various meeting of KCC and the City council and also the Kent Fire & Rescue Service this month.

I have been investigating the possibility of a new bus shelter in Beech Avenue, Chartham, assisted with Blue Badge applications and I am progressing grant applications for Bridge and Bishopsbourne parish councils for parish projects.

Finally I visited the city council control room to see how the district CCTV and bollards operate

## 8.3 Tree officer John Pitcher

There have been various hedge and tree planting National schemes in recent times, all with the intention of increasing rewilding across the land and hopefully still providing sufficient agricultural areas to provide the Nation with food, something that one should consider in these times of ever present conflicts throughout the World.

One recent tree planting scheme which is gaining momentum is the Miyazaki project, adopted by a number of County Councils including Kent. In effect it uses degraded small areas of land which have been used for other purposes to develop tree areas, all of which create wildlife habitats. A scheme started in Japan by a Dr Akita Miyazaki is now seen as an effective way forward.

The oak tree in the centre of the village still looks rather sad and I discovered huge amounts of wild fungi growing all around the base of the tree which I cleared. Whether or not that this is the notorious Honey fungi which destroyed the previous oak tree, I cannot confirm. Perhaps the Highway Authority should be made aware?

I do hope your advertising for another Tree Warden has been successful. I would be happy to have a friendly chat with them if you wished. The role is not onerous and the local involvement gives on the chance to connect with the local Councillors as

well as The Woodland Trust, The Kent Tree and Pond Partnership via zoom sessions or personal seminars. Also with the local school and projects with them ie. tree planting or War Memorial services, something that I have previously arranged and been very rewarding for the school, the pupils and the local Council alike.

With the ever increasing worry of tree diseases, particularly Ash dieback at present, but many more too, there is always much one can do in coordinating matters via the internet (something I was not really in touch with) but hence the reason I suggested for someone with these skills to take over.

My other role is as a volunteer gardener for the village hall and War Memorial gardens. I have washed down the mast and Memorial and prepared the gardens in a fitting way for next Sunday's Remembrance Service. I will continue with the gardening for the time being and hopefully we can find someone or two to take over.

#### 8.4 Bossingham Village Hall Linda Warner

In June, the VH started holding a social evening with supper on first Friday of the month. The aim was to enable folk to get together and for people new to the village to meet others. These have been successful and numbers have been steadily growing with 34 attending November's evening. It's been good to see a mix of ages attending and enjoying our 'One big table' concept. It has also made a small amount of money for the hall.

We had to replace the dishwasher and one of the kitchen taps recently. Unfortunately, some damage was done to the ladies loo cubicles cracking wall tiles and distorting the cubicle framework and we have had to close one of the loos to prevent further damage. We will contact the insurance company to enquire if this is covered. None of the hirers reported any damage and we can't pin a date.

If there is any further CIL funds available we would like to apply to replace the existing curtains.

Hire has been lower this year resulting in a current shortfall of £1500. We have no big bills expected before the end of the year so hopefully by year end it will have reduced.

#### 9. Finance

Bank Reconciliation 11 September – 12 November 2024

Current Account:

£

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

Balance brought forward at 10.09.24	35,932.46
ADD: receipts 11.09.24-12.11.24	1,750.71
LESS: payments 11.09.24-12.11.24	1,006.77
Closing balance at 12 November 2024	36,676.40

**Total funds at 12 November 2024**

**£36,676.40**

Receipts and Payments since last meeting, Cashbook extract:

Receipts Expenditure

Balance

SEPTEMBER							
25	C Hamilton	Salary 6/12	Sept	SALARY	351.00	SALARY 6/12	
25	C Hamilton	Travel expenses	Sept	EXP	14.40	TVL EXP SEPT	35,567.06
30	GoCardless	HugoFox website hosting	Sept	WEB	11.99	INV 8875	
OCTOBER							
1	ForvisMazars	External audit fee	2023/24	AUDIT	252.00	INV 2408387	35,303.07
4	from HMRC	VAT126 claim 1/2	1.3.24-30.9.24	VAT	699.56	VAT RECLAIM 1 24/25	36,002.63
10	C Hamilton	123.reg Domain name renewal reimbursement		WEB	14.39	REC No. 3344215510	
28	C Hamilton	Salary 7/12	Oct	SALARY	351.00	SALARY 7/12	
10	from CCC	CIL payment		CIL	1051.15		
29	GoCardless	HugoFox website hosting	Oct	WEB	11.99	INV9498	36,676.40