

## Minutes of Meeting held at Bossingham Village Hall on Tuesday 14 July 2026 at 7pm

### 1. Attendance and apologies for absence

Attending: Chairman Nick Waldron, Vice Chair James Hodgkinson, Cllr Jess Wood, Cllr Katy Ford, Cllr Simon Warner, Clerk/RFO Karley Hubbard, CCC Cllr Mike Bland

2. **It was resolved** unanimously to accept the Minutes of the meeting held on 12 May 2026  
**It was resolved** unanimously to accept the Minutes of the Extraordinary meeting held on 9 June 2026

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

Cllr Nick Waldron: Appendix 6.4c

### 4. Public participation on Agenda items

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

### 6. 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.*

6.1 **ENF/25/00176 Site at Pett Bottom Road CT4 6EQ**

Cllr Mike Bland to conduct site visit.

6.2 **CA/26/00261 Little Bossingham Farm, Lime Kiln Lane, Bossingham, CT4 6FY** *Awaiting CCC decision*  
Installation of a roof mounted solar array on 3 outbuildings

6.3 **CA/25/02065 Dane Cottage, Hogg Lane, Petham, CT4 5PJ**

Porch to front elevation

*Appeal*

6.4 Outstanding planning applications affected by water quality at Stodmarsh nature reserve  
Cllr Mike Bland to follow up

6.5 Concern about deterioration of the Tithe Barn, Upper Hardres.  
Cllr Mike Bland to follow up.

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

a. Road Closures – Bossingham Road, outside School Farmhouse, 20 August 2026.

b. Bin on junction of Manns Hill/Bossingham Road/Hardres Court Road full – reported and emptied  
Ref IWB001951

c. Overgrown hedge restricting view at Burstard Hill/Pett Bottom Rd/Woodgate junction – Reported  
974392

### 8. Reports

8.1 **City and County Councillors**

See Appendix 8.1a for CCC Cllr Mike Sole's June Report and 8.1b for CCC Cllr Mike Blands verbal report at meeting

## 8.2 Footpaths

Overall, in good condition. Footpath cB376 leading down to Walnut Tree Farm is blocked by a fallen tree. Clerk to report and explore landowner.

## 8.3 Bossingham Village Hall

### a. Gardening

Clerk seeking quotes from local landscapers to take on gardening work. Thanks to Jon pitcher for supplying information.

b. Clerk to contact landscapers to complete hedge trimming and inform PC when attending so cars can be moved

### c. Village Hall Report

New curtains purchased with CIL funds installed and well received by hall users. Successful Social Suppers with numbers around 40. The suppers are one of the hall's main fundraisers along with the 100 club.

## 8.4 Bossingham Playing Field

### a. Inspections

Cllr Jess Wood continues to inspect playing field. One Bench seat rotten, Cllr Nick Waldron taping off until removal. Clerk to explore new benches and bike ramp resurfacing. CIL funds available for playground improvements, PC to seek community input and explore quotes. Quote to be sort to level grounds in autumn. Approved to appoint RDR pest management for mole control.

## 9. Finance

9.1 Balance of Account on 14 July 2026: £34,579.56, represented by Current account £9783.89; Reserves £8,225.96; CIL funds £16,570.02

9.2 Receipts and Payments since last meeting and Bank Reconciliation See Appendix 9.

9.3 Expenditure due before next meeting

|            |                         |         |             |
|------------|-------------------------|---------|-------------|
| Hugo Fox   | Website hosting monthly | £11.99  | Vat £2.00   |
| Hugo Fox   | Email hosting monthly   | £2.99   | Vat £0.50   |
| K Hubbard  | Salary July             | £487.76 |             |
| K Hubbard  | Salary August           | £487.76 |             |
| Wraights   | Grounds m'nance J, J, A | £914.40 | Vat £152.40 |
| DM Payroll | Annual Payroll Fee      | £194.40 | Vat £32.40  |

Mole Management: Approved RDR pest management at £70 + £15 for additional moles

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

Cllr James Hod Hodgkinson explore website change.

9.4 Banking updates.

Minutes from May meeting and mandate form signed, Cllr Katy Ford and Clerk to complete and send to bank

9.5 Annual Governance & Accountability Return: Completed forms were submitted to the External Auditor and published on website on 15 June. Period for the Exercise of Public Rights is 16 June-27 July.

9.6 Donation of £233.30 from Bossingham Pre-school.

- 9.7 Concurrent Function Funding Grant agreement sent from CCC, increased to £1998 for 26/27, £1925 25/26. Chair and Clerk signed, clerk to complete documentation and send back. Cllr Mike Bland to explore. CFF and LGR.

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

Balance of CIL funds. £16,570.02 (deadline for spend Oct 2027)  
Village Hall Spend to be updated at next meeting.

**11. Dog fouling**

Cllr James Hodgkinson met CCC to share document highlighting areas with issues. To be sent to CCC Councillors. [CCC consultation](#) on Dog control Public Space Protection Order covers current problems in local area and impact. UHPC will respond. Encourage parishioners to respond.

**12. Highways Improvement Plan**

a. Parishioner raised 20mph speed limit outside Stelling Minnis School at Annual Parish Meeting. Whilst The school sits outside our Parish and in Stelling Minnis, signs could start in Bossingham. Discussion around speeding within parish. Clerk to send FOI to Kent Police to find how much time spent in parish boundary. Cllr Nick Waldron to explore cost and legalities of electronic sign Cllr James Hodgkinson to discuss speed watch with Stelling Minnis Parish Council.

b. New HIP Contact – Jennie Watson. East Kent HIP meetings paused for 3 months due to staff shortage/workload. Mike Sole meeting on 30 July to receive update and will update all parishes.

**13. Local Government Reorganisation**

UHPC completed CCC Community Governance Review completed. Awaiting outcome of Local Government Reorganisation.

**14. Defibrillator**

**a. Bleed Kit**

Approved Bleed kit for defibrillator. Cost of £45 in. VAT.

**b. Training**

Training dates for autumn 26/27 to be confirmed and marketing/booking to be agreed with Hopkins.

**15. Community Engagement Survey**

Agreed to conduct survey. Shared with councillors for comment.

**16. For information**

- Meeting dates 2026: Tues at 7pm - 15 September, 10 November.
- **Next meeting: 15 September 2026 – 7pm**
- Meeting close: 21:12

Signed ..... Nick Waldron, Chairman, 15 September 2026

*Chairman* Nick Waldron

*Parish Clerk* Karley Hubbard | 077872 417912 | [clerk@upperhardres-pc.gov.uk](mailto:clerk@upperhardres-pc.gov.uk) | [www.upperhardres-pc.gov.uk](http://www.upperhardres-pc.gov.uk)

**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:

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 City and County Councillor Reports

### a. CCC Cllr Mike Sole

It can take a long time for get things done as the work of councils can be painfully slow. Sometimes there are issues where it seems as if progress will never be made, but with perseverance and patience, solutions and funding are sometimes found. One example of this is the new drainage works that have now been completed between Barham and Breech. I raised the issue of flooding here several years ago with KCC, and I'm delighted that it has now been addressed following further engagement with the drainage team. This will improve road safety.

On 14 July we are expecting to hear what the geographical boundaries are for the new unitary councils in Kent. We are less than a year away from elections to those new councils and in 2028 both KCC and CCC will cease to exist. There is a lot to get done in a very short timeframe. With these changes coming it has also been very interesting to listen to the views of parish councils that as part of the CCC Community Governance Review are considering how they might like to operate in the future, perhaps by expanding or working closer together.

The Joint Transportation Board was attended by the managing director of Stagecoach South East. I raised the issue of the failure of KCC to agree an improved bus service in Thanington, despite holding over £750,000 from developers to do so. I also asked that the evening service of the 17 be reinstated. I am awaiting a reply on both of these points.

I held a councillor surgery in Littlebourne with Little Stour Councillor Lee Castle. It was good to discuss a variety issues with local residents.

We seem to be making some progress with keeping public access to the various sites at St Augustine's as the council have now written to all landowners to let them know of their obligations.

At the end of July I will be meeting with KCC to discuss the Highway Improvement Plans for all 16 parish councils in my KCC area. I have also been following up issues around the safety of cyclists passing through the ford in Drill Lane, Ickham and this is now being investigated. Also being looked into are what safety improvements can be put in place at the junction of the A2 slip road and Bifrons Hill.

Canterbury City Council Biodiversity grants scheme is open until 24 July – check their website for details or contact me and I will share further information.

### b. CCC Cllr Mike Bland

Local Government Reorganisation outcome imminent, sitting on Licensing Committee and Vice Chair Transportation Board. Continuing conversations to ensure representation from parish council on committees.

## 9. Finance

## Bank Reconciliation: 12 May 2026 – 14 July 2026

### Current Account:

£

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

|                                               |                  |
|-----------------------------------------------|------------------|
| Balance brought forward <u>at</u> 12 May 2026 | <u>36,645.88</u> |
| ADD: receipts 12.05.26-14.07.26               | 233.30           |
| LESS: payments 12.05.26-14.07.26              | 2,299.31         |
| Closing balance <u>at</u> 14 July 2026        | <u>34,579.56</u> |

### Total funds at 14 July 2026

£ 34,579.56

Receipts and payments since last meeting, cashbook extract

|      |                       |                          |                  |           |        |        |                |             |
|------|-----------------------|--------------------------|------------------|-----------|--------|--------|----------------|-------------|
| MAY  |                       |                          |                  |           |        |        |                |             |
| 20   | Santander             | Charges                  | Mar-Apr          | Bank      |        | 9.98   |                |             |
| 29   | Go Cardless           | Hugo Fox Website Hosting | May              | Website   |        | 11.99  | INV-26438      |             |
|      |                       |                          |                  |           |        |        |                | £ 36,623.91 |
| JUNE |                       |                          |                  |           |        |        |                |             |
| 1    | Go Cardless           | Hugo Fox Email Hosting   | June             | Email     |        | 2.99   | INV-27830      |             |
| 1    | Clear Insurance       | Annual Insurance Premium | June             | Insurance |        | 689.40 | INV-LCO02083   |             |
| 4    | KALC                  | Annual Subscription      | June             | Subs      |        | 291.10 | INV-3900       |             |
| 4    | Hopkins AED           | AED Aftercare & Service  | 1 Jan-31Dec 2026 | Defib     |        | 249.48 | INV-260430BDSS |             |
| 4    | Lionel Robbins        | Internal Audit           | May              | Audit     |        | 105.00 | INV-2026/71    |             |
| 15   | Wraights              | Grounds Maintenance      | Mar Apr May      |           |        | 919.40 | INV-2289       |             |
| 20   | Santander             | Charges                  | May              | Bank      |        | 4.99   |                |             |
| 29   | Go Cardless           | Hugo Fox Website Hosting | June             | Website   |        | 11.99  | INV-27760      |             |
|      |                       |                          |                  |           |        |        |                | £ 34,349.56 |
| JULY |                       |                          |                  |           |        |        |                |             |
| 1    | Go Cardless           | Hugo Fox Email Hosting   | July             | Email     |        | 2.99   | INV-29104      |             |
| 4    | Bossingham Pre school | Donation                 | July             | Donation  | 233.30 |        |                |             |
|      |                       |                          |                  |           |        |        |                | £ 34,579.87 |