

Upper Hardres Parish Council

Chairman Paul Gordon

Clerk/RFO Clare Hamilton | uhpc.clerk@gmail.com | 01303 257321 | upperhardrespc.co.uk

Minutes of meeting held on Tuesday 4 May 2021 at 7.30pm online

1. Attendance and apologies for absence

Attending: Chairman Paul Gordon, Cllrs Angela Waldron, Mick Broughton, Nick Waldron, Robert Quincey, Clerk/RFO Clare Hamilton. John Pitcher *Tree Warden*, Rob Veltman *Footpath Warden*, Gabby Fisher *Chair, BVH Management Committee*, and 2 members of the public.

Apologies: KCC Cllr Michael Northey.

2. Acceptance of Minutes of previous meeting

It was resolved unanimously to accept the minutes of the meeting held on 16.03.21 as a true record.

To be signed at a later date.

3. Members' declarations of interest on Agenda items

Cllr Robert Quincey, item 6.1. Cllrs Angela Waldron and Nick Waldron item 6.6.

4. Public participation on Agenda items

A member of the public presented detailed reasons against planning application CA/21/00652. Following this information, Councillors will review their findings before the 7 May deadline for comments to CCC.

5. Matters Arising from meeting held on 16.03.21

BT Open Reach: see item 15.

6. Development Management & Planning Applications

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

6.1 CA/21/00652 Elm Lodge, Manns Hill, Bossingham CT4 6ED

Increase height of existing boundary fence to side elevation to 2.7m

Response to CCC by 7 May 2021

6.2 CA/20/02857 Court Lodge, Manns Hill, Bossingham CT4 6EB

Erection of two-storey detached dwelling with associated parking, access and landscaping

UHPC Should be Refused. Awaiting CCC decision

6.3 CA/21/00375 Hop Pocket, The Street, Bossingham, Canterbury CT4 6DY

Alterations to existing access along with additional parking spaces and resiting of bus shelter

UHPC Should be Refused. WITHDRAWN

6.4 CA/20/02785 Homeside Farmhouse, The Street, Bossingham CT4 6DX

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

UHPC Acceptable. Awaiting CCC decision

6.5 APPEAL: CA/20/01841 Dane Cottage, Hogg Lane, Petham

Single-storey rear extension and replacement porch

Appeal ref: 3262812 Appeal start date: 8 February 2021

- 6.6 CA/20/02237 Two Acres, Hardres Court Road, Upper Hardres CT4 6EA
Erection of 5 no. detached two-storey dwellings with associated garages, parking and landscaping following demolition of existing dwelling
UHPC Acceptable. Awaiting CCC decision

Delays to some planning decisions are due to an issue with water quality and pollution in Stodmarsh.

7. Highways

Potholes: Parishioners may report potholes directly to KCC [here](#)

Hogg Lane: a report received of garden waste encroaching from a property boundary onto the lane was investigated by the Chairman. No further action necessary at this time.

8. Reports

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

8.2 Footpaths

- a. Footpath Warden report - see Appendix
- b. CB378 landowner is disappointed in the behaviour of some walkers using footpaths across his land. Some walkers are not adhering to the footpath, trampling crops, leaving litter and dog mess which is unacceptable, especially in an agricultural field. This will be highlighted in the June parish magazine.
- c. Kent Highways are to conduct a survey of U11610.

8.3 Trees

- a. Tree warden report - see Appendix
- b. Oak wood: Useable pieces of wood from removed oak tree will be stored in Cllr Nick Waldron's yard until a use is identified.

8.4 Bossingham Village Hall report - see Appendix

Storage of parish council Minute books to be reviewed.

8.5 Bossingham Playing Field

- a. Clerk to supply Cllr Angela Waldron with a check list for regular inspections
- b. Picnic tables are in need of attention, Cllr Nick Waldron will investigate
- c. No Dogs sign removed again; to look into ordering more substantial/metal sign.

9. Finance

9.1 Balance of Accounts at 4 May 2021:

Current account £1,396.81. Deposit account £11,093.94. Total funds £12,490.65.

Awaiting payment of £7,793 from CCC (Precept £6,043 and Concurrent Functions Funding £1,750).

9.2 Receipts and Payments since last meeting: see Appendix for Cashbook extract and Bank Reconciliation.

9.3 No extension has been given by the Government for online meetings to be lawfully held after 6 May.

Therefore, in the event a July meeting is not held, **it was resolved** to approve the Clerk to make regular payments and any unforeseen payments up to £150. Councillors will be informed by email if this is needed. Proposed by Cllr Mick Broughton, seconded by Cllr Nick Waldron, approved by Chairman.

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

KALC	Annual subs	£ 224.94	vat £37.16
Insurance	BHIB, due 1 June	£ 386.28	
Wraights	Grounds Maintenance:		
	June, July, August & Sept	£ 304.80 <i>per month</i>	vat £60.90
C Hamilton	Salary:		
	June, July, August & Sept	£ 293.80 <i>per month</i>	
C Hamilton	Zoom subs May meetings	£ 14.39 <i>per month</i>	
Grant awards	Bossingham Pre-School	£ 250.00	

It was resolved to approve expenditure. Proposed by Cllr Mick Broughton, seconded by Cllr Angela Waldron, approved by Chairman.

10. Bossingham Marker Posts

It was resolved for the second marker post to be positioned at Stelling Minnis School, following discussion with the headteacher and a governor. Cllr Robert Quincey is liaising with The Oak & Rope Company who will change the carved 'Bossingham' to 'Stelling Minnis' and add the dates of WWII for a fee of iro of £100.

11. Neighbourhood Plan

It was resolved to assess the response to further publicity re. a Neighbourhood Planning Committee to develop a Neighbourhood Plan for Bossingham. There has been some interest shown, but more volunteers are needed to make this a viable project. Cllr Mick Broughton will arrange a leaflet drop to Bossingham properties to promote interest.

12. GDPR

GDPR and Communication Policies are under review.

13. Remote meetings

From Local Government Bulletin, 29 April 2021:

'Today (29 April), the Minister of State for Regional Growth and Local Government, Luke Hall MP, wrote to council leaders in England about yesterday's (28 April) High Court judgment confirming that the Local Government Act 1972 does not permit councils to hold meetings remotely.

The High Court concluded that existing legislation specifies that council meetings must take place in person at a single, specified, geographical location and being "present" at such a meeting involves physical presence at that location.

In the letter, the Minister also confirmed that regulations which have allowed councils to meet remotely during the COVID-19 outbreak, do not apply to meetings after 6 May and added that, as explained in his letter of 25 March, the government has concluded that it is not possible to secure primary legislation to extend the regulations to meetings beyond this date.

In order to support councils with returning to face-to-face meetings after 6 May, MHCLG has, today (29 April), updated the guidance on the safe use of council buildings to reflect the High Court judgment and setting out how councils can use existing powers to reduce the number of face-to-face meetings.

Councils are also being encouraged to share their experiences via a call for evidence about how remote meetings have been used during the COVID-19 outbreak. This will be used to inform any potential future steps regarding the use of remote meetings in the long-term, and closes on 17 June.'

Clerk to complete the call for evidence, deadline 17 June.

14. Correspondence received

- Kent County Council's 'Highways Forward Works Programme' with costs to parishes
- Flyer for KALC Planning Conference online 10am 12 May
- PCSO March 2021 newsletter
- KALC News March 2021 and regular online meeting ruling updates
- Letter from Eco Green Communities - an environmental business offering environmental stations to tackle dog fouling and littering
- Department for Culture, Media & Sport's consultation/call for evidence on improving broadband connectivity to very hard to reach areas. The consultation document can be accessed by using the link [Improving broadband for Very Hard to Reach premises - GOV.UK \(www.gov.uk\)](https://www.gov.uk/improving-broadband-for-very-hard-to-reach-premises) Deadline 25 May.
- Barton Manor School Consultation
- Regular Local Government Bulletins
- KALC Planning Conference 12 May
- MHCLG Electronic Communications Infrastructure Consultation - Government is currently consulting on changes to permitted development rights for electronic communications infrastructure (e.g. masts), see [Changes to permitted development rights for electronic communications infrastructure: technical consultation - GOV.UK \(www.gov.uk\)](https://www.gov.uk/changes-to-permitted-development-rights-for-electronic-communications-infrastructure-technical-consultation)

15. For information

- Email received re. campaign to reduce speed limit on Stone Street: Cllr Robert Quincey to liaise.
- Flag flying: The Union Flag was flown at half-mast in honour of HRH Duke of Edinburgh. The poor condition of the flag was commented on by a parishioner with an offer of a donation towards the cost of new flag. It is understood the flag flown belonged to Stelling Minnis Parish Council.
- Training: Cllr Mick Broughton expressed an interest in councillor training with KALC, clerk to supply details.
- Broadband: Chairman has gathered details of residents interested in the Open Reach voucher scheme; residents and businesses are encouraged to register their interest - contact paul@macarthurgordon.co.uk.

- Dog waste bin: Bin outside Village hall is emptied regularly but needs to be bigger, or a second bin installed in the village. Cllr Rob Quincey to make enquiries.
- Parking: Parking at the junction of Manns Hill and The Street can cause access problems for agricultural vehicles with local farmers sometimes having to divert. Parishioners are asked to park considerately and within the law throughout Bossingham.
- Next meeting 13 July 2021, to be confirmed.

Meeting closed at 9pm.

Appendix

6.2 Response to CA/20/02857 Court Lodge, Manns Hill, Bossingham, Canterbury, Kent CT4 6EB
Upper Hardres Parish Council finds this application should be refused.

This proposal has an impact on the Grade II listed building and Conservation Area.

The application would require the creation of a new access onto Manns Hill. Road access and visibility splay is insufficient at this point which, at 3.75m wide, is the narrowest section along this stretch of single-track rural road. It has been noted that traffic turning onto Manns Hill tends to speed up considerably at this point.

There is no suitable turning point in the carriageway, and the nearby layby is private property which should not be considered in any calculations relating to road width and visibility splay.

The application involves partial demolition of an existing flint boundary wall which forms an integral part of the Grade II listed building.

Reference to the conversion or re-creation of an old agricultural building is misleading - councillors understand there has been no building on the site for approx. 60 years.

A site visit should be carried out by a planning officer in order for a full inspection of the proposal to be made.

8.1 Kent County Councillor Michael Northey

I am sorry not to be you this evening. It seems that many parishes are crowding their meetings into this week, before virtual meetings are outlawed from May 7th (for interest, 8 of my 15 parishes are holding meetings and/or AGMs and AVMs today, Wed and Thursday).

We shall remember this year or so for decades. The pandemic has disrupted everything. Nevertheless, KCC has continued its usual services, and Clare has kept me in touch with parish issues. Work continues in preventing lorries parking in unsuitable places and KCC was given power by the government to clamp and fine lorries parked where they should not. The post-Brexit arrangements have gone smoothly after early teething problems.

I have been able to continue with helping local people, but here we must pay tribute to all local communities, who continue to look after each other so wonderfully.

It is difficult to say more, as we are in the pre-election period. I still however wish to thank you all for your fine work, and the friendly reception you give me when I am able to attend. I do know that Robert and Matthew support you really well.

8.2 Footpath warden report

I visited the parish this morning 1st May 2021 and walked some of the footpaths in fine weather. I walked from the Village Hall to St Mary's, then down the Minnis and back through Atchester Wood.

The UH paths I walked were CB378 (opposite the Village Hall), CB287 & CB380 (Atchester Wood), CB377 (Stars Meadow, Bossingham). I detected no current problems with these public rights of way (PROWs) in UH today. However, the weather has been dry for some time now and the poor condition of some stretches of footpath in wet weather was not evident.

The termination of CB378 opposite the Village Hall was flooded from Autumn 2020 and into winter 2020-21. This flood caused considerable inconvenience to both residents and walkers from further afield. I have notified both the parish council and KCC/PRoW about this problem which I fear will reoccur with a view to seeking co-operation between the landowner, who owns the flooded land which abuts CB378, and KCC/PRoW, who own and manage the surface of the footpath. However, I am not aware of any developments and would be grateful to hear of any steps taken to deal with this serious problem.

I also briefly inspected the section the Unclassified County Road U11610 as it approaches Lime Kiln Lane and about which I have had conversations with a KCC Highways official, Michelle. Again, the drier conditions make especially the descent of this section easier than wetter conditions do. There are still some smaller rocks on the surface of this section and the gully still runs down it, now dry of course. However, walking down it is manageable; there is a very narrow path above the gully to its right on the descent. I noticed that the outflow pipe which has been a subject of my intervention and KCC action since 2014, still trickles. It is unclear to what extent KCC Highways has been responsible for the apparent improvement of the path surface, and whether they have taken practical action. I have not been notified of any action having been taken.

Robert Veltman, UH Parish Footpath Warden

8.3 Tree warden report

With a year of almost lockdown restrictions in being, activities have been much reduced in respect of tree wardens throughout the Country. Some initiatives have taken place but much more has happened on zoom sessions in respect of conferences etc by The Kent Tree and Pond Partnership as well as by The Woodland Trust and The Tree Council, so many that with all the various information from their e mails, one can feel almost swamped!

Advice in respect of Covid 19 policies has been useful. Community activities advice generally suggest that such matters have to be very tightly managed to avoid any likelihood of spreading the virus even when legally permitted.

I am pleased to note that quite considerable work has happened along the wooded stretch of road at Hardres Court Road, Upper Hardres, to ensure that some trees which posed a possible safety issue have been removed. This followed various concerns about safety over recent years and we thank those responsible for taking action to deal with this matter.

The European lime tree near the rear of the Village Hall has also been felled as recommended by a tree arborist report last year.

I wrote an article for The Hardres and Stelling News in January of this year concerning the possibility of hedge planting in the area following much publicity Nationally by The Dept of Environment who wanted the Nation to much increase the number of new trees and hedges planted in the next few years. I was pleased to have one positive response and we are hoping to progress this project later this year, hopefully involving the younger generation who would wish to be involved and once Covid restriction are relaxed.

My other hobby is looking after the gardens by the Village Hall and hopefully providing some joy to all those who happen to pass by, particularly throughout this last year when one can perhaps need a little colour in one's life.

John Pitcher, Upper Hardres Parish Tree Warden

8.4 Bossingham Village Hall report

CCC Capital Grant application was submitted to cover the costs for the Patio Doors. Planning permission is still to be submitted but will be done soon.

Work to upgrade the kitchen is under way. There are old Parish Council documents currently being stored in one of the cupboards. Will these need to be located elsewhere or can they be stored outside of the Hall? The removal of the tree at the rear of the hall has vastly improved the area and increase the light into the hall.

The Greek Orthodox Church are continuing to regularly book the hall and from 17th May we will be able to welcome back other regular bookings from The Gardener's Society, 2 x Pilates Teachers. It will be good to see the hall back open. Social distancing still applies and will be adhered to.

The hall is due to be deep cleaned tomorrow ready for the Local Elections on 6th May and again before the 17th. Katie, the hall cleaner will then resume her weekly cleaning sessions.

We have received several provisional enquiries to book the Hall for outdoor parties, meetings and band rehearsals and hope these will continue to pick up as the restrictions are removed in Step 3 and 4 of the government's roadmap.

The AGM is due on 7th June. The Committee will be reviewing our hire fees in comparison with other local halls and look to simplify the pricing structure where possible. To date, we have not received any enquiries to join the Committee. As you know there are going to be changes to the Officers roles and will update the Parish Council once these have been finalised in June.

Gabby Fisher, Chair, Bossingham Village Hall

9.2 Bank Reconciliation 16 March – 4 May 2021

Current Account:		£
Balance as current account at 4 May 2021		1,396.81
<i>The net balance reconciles to the Cashbook (receipts & payments account) as follows:</i>		
Balance brought forward at 16 March 2021		3,438.46
ADD: receipts 16.03.21 - 04.05.21		208.77
LESS: payments 16.03.21 - 04.05.21		2,250.42
Closing balance at 4 May 2021		1,396.81
Deposit Account:		
Balance brought forward at 16 March 2021		10,943.94
ADD: receipts 16.03.21 - 04.05.21 (transfer from curr. acc)		150.00
LESS: payments 16.03.21 - 04.05.21		0
Closing balance at 4 May 2021		11,093.84
Total funds at 04.05.2021		£ 12,490.65

Cashbook extract Receipts and Payments since last meeting

MAR						
2	from KALC	New website build costs refund from KCC	297.00			1,836.46
16	from Barclays	Transfer for removal of lime tree at VH	990.00			
16	from Barclays	Transfer for grounds maintenance costs	612.00			3,438.46
17	C Hamilton	Salary 12/12 March		SALARY	293.80	
17	C Hamilton	Six month's expenses 1Oct-31March		EXP	143.83	
17	C Hamilton	Zoom subs March meeting		EXP	14.39	
17	BVH	Annual contribution to defib. electricity		BVH	25.00	2,961.44
19	HMRC	VAT refund 1.11.20-28.02.21	208.77			
22	Wraights	Grounds Maintenance Feb, Mar			489.60	INV 1575
22	Wraights	Lime tree removal			840.00	INV 1574
23	Barclays	Grounds Maintenance excess returned to dep acc			150.00	1,690.61
Date	Description		Receipts	Payments	Ref.	Balance
1.4.21	Balance carried forward = £1,690.61					1690.61
APRIL						
29	C Hamilton	Salary 1/12 April		SALARY	293.80	1,396.81