

Upper Hardres Parish Council

Chairman Robert Quincey

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Minutes of meeting held on Tuesday 3 May 2022, 7pm, at Bossingham Village Hall

1. Attendance and apologies for absence

Attending: Chairman Robert Quincey, Cllrs Angela Waldron, Mick Broughton, Nick Waldron, Clerk/RFO Clare Hamilton, Gabby Fisher *BVHMC*

Apologies: KCC Cllr Mike Sole, John Pitcher *Tree Warden*, Robert Veltman *Footpath Warden*

2. Acceptance of Minutes of previous meeting

It was resolved unanimously to accept the minutes of the meeting held on 15.03.22

3. Members' declarations of interest on Agenda items

Cllr Mick Broughton 6.3. Cllrs Nick Waldron and Angela Waldron item 6.7

4. Public participation on Agenda items Not required

5. Matters Arising from meeting held on 15.03.2022 None

6. Development Management & Planning Applications

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

Received since Agenda published:

CA/22/00857 Little Bossingham Farm, Lime Kiln Lane CT4 6FY *Acceptable. Awaiting CCC decision*
T.P.O No 1 1978, to reduce the size of the Ash by approximately 50%

6.1 **CA/22/00642 2 Westfield Cottages, Bossingham CT4 6EA** *Acceptable. Awaiting CCC decision*
Rear dormer and installation of 03 no. rooflights to front

6.2 **CA/22/00463 3 Dene Farm, Manns Hill CT4 6ED** *Acceptable. Awaiting CCC decision*
Conversion of existing car port to garage and boot room together with detached single-storey garden room and relocation of existing garden shed

6.3 **CA/22/00474 Oakhurst, Manns Hill CT4 6EB** *CCC GRANTED*
Single storey rear extension

6.4 **CA/21/03022 Dane Cottage, Hogg Lane CT4 5PJ** *CCC GRANTED*
Single-storey outbuilding for use as ancillary accommodation

** NB: 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:

6.5 ** 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

6.6 ** 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

6.7 ** 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

Other planning matters:

- 6.6 CA/19/01902 Land at The Street: Work commencing
- 6.7 ENF/22/00024 Land at Lime Kiln Lane: No planning application has been received and extensive works at this site have been queried with CCC and correspondence has ensued. Chairman offered to meet enforcement officer on site.

7. Highways

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

- Road Repairs:

In April, Cllr Robert Quincey reported 17 x potholes and 2 x resurfacing requests between Manns Hill (Farncombe) and the junction of The Street (Long Cottage). Highways Steward reported that KCC Highways will attend to 10 of these faults under the title of 'Safety Critical Works'. Works have been consolidated into two new jobs.

- Stone Street speed reduction:

Petham Parish Council is working with KCC Highways to lower the Stone Street speed limit to 40mph from Thompson's garden centre to Hogg Lane and have applied for a Traffic Regulation Order (TRO). Waiting to hear if TRO application is successful and if funding is needed. Our parishes share this boundary.

- Lime Kiln Lane:

Replacement '*Unsuitable for Long or Heavy Goods Vehicles*' sign ordered by Highways and installation has been prioritised.

8. Reports

8.1 City and County Councillors: see Appendix

8.2 Footpath Warden: see Appendix

8.3 Tree Warden:

John Pitcher, tree warden, has planted a Malus Golden Hornet crab apple tree in the flower garden at the entrance to Bossingham Village Hall. This variety is a small ornamental tree suitable for small gardens and should provide, along with the Mulberry tree, some screening at the rear of the garden. It is ideally suitable for this location and provides the village with a symbol of recognition of the service The Queen has given. Its planting will be submitted to the online register of trees planted for The Queens Green Canopy for the Platinum Jubilee. A plaque for the new tree will hopefully be in situ by the weekend of the Queen's jubilee celebrations. Councillors thank John for his sterling work in maintaining the planting which is much admired and appreciated in Bossingham.

Other tree matters: Following extensive work to trees along the boundary of Stars and a proposal to carry out further work, on 24 March a CCC Planning Enforcement Officer informed the landowner that the 'Council will need evidence to prove that the said trees are 'dead, dying, diseased or dangerous' with an application for prior notification before any works to the trees are carried out.'

8.4 Bossingham Village Hall:

CCC Capital Grant 2022/23 of £4,241.00 received to 'Create a disabled-friendly patio that can be accessed directly from the hall' and work is nearing completion.

CCC Capital Grant 2021/22 of £1,100 was for purchase of patio doors.

Gabby Fisher of BVHMC reported that the patio doors have been installed, the patio has been laid, and work to drains carried out at the same time. Lighting framework has been removed, new LED bulbs installed, and lighting improved. Next - making good walls, finishing off kitchen, installing mood lighting for events.

Utilities deals being looked at, bookings are steady and should increase. Key safe for hirers to be installed.

BVHMC AGM will be held in June.

It was resolved not to allocate Restricted Reserves funds towards emergency drainage works at this time.

8.5 Neighbourhood Plan Steering Group

- Clerk has supplied login details for the parish council website to a member of the Steering Group in order for them to upload their meeting notes to the Neighbourhood Plan page for parishioners to read. Next Neighbourhood Plan Steering Group meeting is on 11 May.

8.6 Bossingham Playing Field

- A local contractor is attending to matters requiring attention as highlighted in the annual inspection report. Replacement basketball net, table tennis table corner protectors, and touch-up paint for gym equipment purchased.

- The annual inspection report highlighted need for a new gate sign with address of site. Clerk to source quote

- for small sign to sit alongside main sign to include address, what3words location and contact number.
- Moles: grounds maintenance contractor queried if any action will be taken on moles as they damage the mowers, however, traps are not suitable for a public playing field.

9. Finances

9.1 Balance of Accounts and Bank Reconciliation at 03 May 2022

Current account £9,452.49, Deposit account £10,695.03. Total funds £20,147.52.

9.2 Receipts and Payments since last meeting: see *Appendix for Cashbook extract and Bank Reconciliation Precept 2022/23 and Concurrent Functions Funding 2022/23* received from Canterbury City Council.

9.3 Expenditure due before next meeting:

KALC	Annual subscription	£ 225.31	vat £37.55
BHIB	Insurance renewal	£ 386.28	yr2 of 3yr LTA
APM	Refreshments <i>up to</i>	£ 30.00	
A Loft	Playing field maintenance	£ 300.00	tbc
Fresh Air Fit.	Gym equipment paints	£ 26.40	vat £4.40
SM School	UHPC Grant 2022	£ 250.00	Library improvements
SM School	UHPC Grant 2022	£ 125.00	Gardening project
C Hamilton	Salary May	£ 299.00	
	Salary June	£ 299.00	
	Travel exp 2 x May meetings	£ 28.80	
Wraights	Grounds maintenance April	£ 304.80	vat £50.80
	Grounds maintenance May	£ 304.80	vat £50.80

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

10. CIL payment

Allocation of funds from the CIL payment of £31,000 expected from CCC in October was discussed.

Parishioners will be invited to the Annual Parish Meeting on 17 May where the CIL budget will be discussed and suggestions from parishioners will be welcomed. Suggestion forms can be available, or parishioners can email suggestions to parish clerk.

It was resolved to develop a CIL Policy and to determine time scales for spend.

11. The Hop Pocket

No update received.

12. The Queen's Platinum Jubilee weekend 2-5 June 2022

Chairman is investigating designs and costs for an oak 'jubilee arch' to enhance the new VH patio doors and terrace. BVHMC to include use of playing field in their Risk Assessment for the picnic.

13. Risk Assessment review

Bus shelter: Councillor to inspect safety of structure after ivy removal by Hop Pocket contractors.
Defibrillator: Councillor to carry out regular inspections.

14. For information

- Councillors expressed their sincere condolences to the family of Stewart Jackson of the Rose & Crown, Stelling Minnis.
- There has been a suggestion to fly the Ukrainian flag at Bossingham Village Hall.
- Hugo's Field is not heavily used at present and users appear to be adhering to the rules. The buffer zone is successful and is appreciated by neighbours.
- On Pett Bottom Road, a previously sealed entrance/exit has been opened up onto the road which appears dangerous for cyclists. CCC Enforcement Officer will be alerted.
- Next meeting: 17 May at 7pm, Annual Parish Meeting.

Meeting closed at 9pm

Appendix

8. Reports

8.1 County Councillor Report *Mike Sole* - April 2022 (an update on what I have been doing in March)

Parish Councils - This month I attended parish council meetings in **Bishopsbourne, Adisham and Womenswold**.

In Bridge I met up with parish councillors, KCC highways and a representative of the school. We discussed school parking and transport before moving on to talk about a 20mph limit in the village, blocked drains and other highway matters.

I visited the Ropersole lay-by on the A2 which must be the mostly filthy lay-by in the area. I am pushing for a clean-up, new bins to replace the broken ones and fencing to reduce the spread of litter.

At KCC I attended to **Flood Risk Management Committee**, which I cycled to 70 mile round trip to attend. We discussed the recent storms and **Southern Water**.

I also attended the KCC Council meeting where I raised several points including the cost of living crisis. At the **KCC Growth & Economic Development Cabinet Committee** I was pleased to hear about the investment into new accessible play equipment coming to county parks, including Grove Ferry.

I spoke about the disgraceful behaviour of P&O Ferries and also asked questions about Ukrainian refugees as I know that several local residents are looking to offer accommodation in their homes.

I was very pleased to be able to hold a Councillor Surgery at the Ivy Barn in **Littlebourne** with parish councillor Lee Castle. It was a beautiful sunny morning, and we had some great conversations on all matter of items. I hope to be able to hold further similar events around the area.

It was lovely to be asked to attend the Walk Around The Block in **Wickambreaux** and **Ickham** which raised so much money for those in need in Ukraine. What a brilliant event – well done to all who organised and attended.

I've helped with a number of council housing issues including emergency repairs and applications for housing.

At the **Canterbury City Council Community Committee** I was very pleased that councillors backed my proposal to find land in which to create a **Jubilee Wood**. KCC will be giving all councillors an allocation of trees for local planting and I hope that I will be able to support parish councils with their tree planting initiatives. You can find details of the KCC Plan Tree consultation <https://letstalk.kent.gov.uk/plantree>

The e-scooter trial in Canterbury has been extended until November. I have written to the Cabinet member for Highways asking for further information about this decision as I know that many people have concerns. I am really pleased to see that a lot of the worn white lines and other road marking that I reported to KCC last month have now been refreshed.

8.2 Footpaths *Rob Veltman, Parish Footpath Warden*

Since the last PCM I attended, I have walked the following publicly accessible paths in the Parish: CB380 (Atchester Wood), CB381 (Pett Bottom Road to Clambercrown), CB375 (Burstled Wood), CB374 & CB376 (from Burstled Wood to Mann's Hill), CB377 (Star's Meadow), CB378 (opp.Village Hall), CB379 (from HE4 to Lime Kiln Lane), CB372 (Stone Street to Bow Hill), U11610 (Bow Hill to Lime Kiln Lane).

The paths are generally in good condition. However, there has been further significant treefall in Burstled Wood obstructing passage along CB375. This time the three fallen trees in question are not adjacent; thus, they present a slightly lesser problem of access than the previous treefall, which took a valiant, private initiative to clear in December 2016. However, the girth of the individual recumbent trees requires some agility to engage them safely and successfully. I have reported this, more recent matter to KCC/PRoW (Report Ref: 220437544 of 18/04/22). Passage along CB374, leading out of Burstled Wood towards Lynsore Bottom, is also complicated by fallen trees.

I understand that action by KCC/PRoW to re-instate the fingerpost at the termination of CB379 at Lime Kiln Lane is to be taken.

CB377 crossing Star's Meadow from Mann's Hill to The Street has been temporarily diverted to accommodate construction works. However, having been consulted by KCC early on about the final, post-construction state of the diversion, I was convinced by the drawing shown me that CB377 would proceed in a straight line from Mann's Hill to the Village Hall car park corner. On 18th April I noticed building foundations already laid which might be in the way of a straight line from Mann's Hill to the Village Hall car park corner.

I attended a Local Footpath Officers' meeting at Brabourne, KCC/PRoW headquarters, on 11th March. The issue of treefall on CB375 and its clearance was raised. The KCC/PRoW manager seemed apologetic for the almost three years' delay in their and the landowner's failure to deal with the massive, obstructive treefall on CB375. KCC/PRoW said that private initiatives to clear paths are not covered by them.

As for the perennial flooding at the termination of CB378 on Bossingham Street, KCC/PRoW stated that they had visited the site and are satisfied with the current possibility of access to the path. I still think that the landowner should take steps to remedy the flooding, which varies in extent, amounting to an obstruction. It must be acknowledged that CB378, joining after a short distance HE2 and HE4 (across the parish boundary), and linking up via HE4 with CB379 is a path that leads directly to a church; it may be taken by schoolchildren and staff from the nearby school; and, above all, forms with HE2 and CB379 an important and popular, circular recreational route for local walkers. Unhampered and safe access to CB378 should be fully protected in all seasons as a vital public amenity.

Robert Veltman, Parish Footpath Warden, 28th April 2022

9. Finance

9.1 Bank Reconciliation 16 March - 3 May 2022

Current Account:

£

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

Balance brought forward at 16.03.22	2,256.84
ADD: receipts 16.03.22-03.05.22	12,136.00
LESS: payments 16.03.22-03.05.22	4,540.00
Closing balance at 03 May 2022	9,452.49

Deposit Account:

Balance brought forward at 13.01.22	10,695.03
ADD: receipts 16.03.22-03.05.22	0
LESS: payments 16.03.22-03.05.22	0
Closing balance at 03 May 2022	10,695.03

Total funds at 03.05.2022

£ 20,147.52

9.2 Receipts and Payments since last meeting: Cashbook extract

1.4.22	Balance carried forward = £1,898.49						1,898.49
APRIL							
7	C Hamilton	Playing Field spare parts reimbursed				42.00	
11	CCC	Concurrent Functions Funding 2022/23	CFF	1,750.00			3,606.49
20	CCC	Precept 2022/23	PRECEPT	6,145.00			9,751.49
27	C Hamilton	Salary 1/12	April	SALARY	299.00	SALARY 1/12	9,452.49
MAY							
3	CCC	Capital Grant 2022/23 - VH patio		4,241.00			
3	BVH	Transfer of CCC Capital Grant 2022/23			4,241.00	CAP GRANT 22/23	9,452.49

Correspondence received includes:

- KCC Strategic Statement Consultation
- NHS in Kent and Medway: Stop Think Choose website
- Capel-Le-Ferne for Ukraine - volunteer group offering support for refugee and host families
- NALC Funding task and finish group survey to gather views / experiences from member councils of all sizes regarding their finances and direct funding
- KALC Canterbury Area Committee - Draft AGM Minutes and CCC Standards Committee Information

Signed....., Robert Quincey, Chairman, 12 July 2022