Upper Hardres Parish Council **upperhardres-pc.gov.uk**

Annual Meeting of the Council & Ordinary Meeting

Members are hereby summoned, and notice is given, that the Annual Meeting of Upper Hardres Parish Council, followed by an Ordinary Meeting, will be held at Bossingham Village Hall on

Tuesday 12 May 2026 at 6.30pm

Signed: Karley Hubbard, *Clerk/RFO Upper Hardres Parish Council,* 5 May 2026

Agenda

1. **Appointments**
   i. Appointment of Chair
   ii. Appointment of Vice Chair
   iii. Councillor roles

2. **Apologies and absences**
   Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted

3. **To note** any changes to Councillors' Acceptance of Office and Code of Conduct and declarations of Disclosable Pecuniary Interests

4. **To consider** acceptance of the Minutes of the Annual Meeting of the Council held on 13 May 2025

5. **To note** the agreed Budget for the financial year 2026/27

6. **To consider** any amendments to Financial Regulations

7. **To consider** any amendments to Banking arrangements

8. **To consider** review of Insurance cover and renewal quotation

9. **To consider** review of Policies and Procedures

10. **To review** Bossingham Playing Field

11. **For information**
    - Ordinary Meeting follows on from this meeting
    - Annual Parish Meeting then follows at 7.30pm.

This concludes Annual Meeting Business.

Ordinary meeting business as follows:

12. To record attendance and apologies for absence

13. **To consider** acceptance of the Minutes of the Meeting held on 10 March 2026

14. To record Members' declarations of interest on Agenda items

15. Public participation on Agenda items

To adjourn for 30-minute public participation session, if required

The Chairman reminds all present that meetings of the Parish Council are not public meetings but members of the public have a statutory right to attend meetings of the council as observers. They have no legal right to speak unless the Chairman authorises them to do so. Members of the public may not take part in the PC meeting itself unless the Chairman authorises them to do so.

16. Matters arising not covered by the Agenda

17. 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.*

17.1 **ENF/25/00176 Site at Pett Bottom Road CT4 6EQ**
Relating to concerns raised to CCC by members of the public relating to potential unauthorised development.

17.2 **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

17.3 **CA/25/02065 Dane Cottage, Hogg Lane, Petham, CT4 5PJ** *Appeal*
Porch to front elevation

17.4 Outstanding planning applications affected by water quality at Stodmarsh nature reserve.

17.5 Concern about deterioration of the Tithe Barn, Upper Hardres.

18. Highways

Highways issues can be reported directly to KCC here.

a. Upcoming road closures

19. Reports

19.1 **City and County Councillors**

19.2 **Bossingham Village Hall**
a. Gardening volunteer

19.3 **Bossingham Playing Field**
a. To review Inspections

20. Finance

20.1 To note Balance of Account at 12 May 2026
20.2 To note Receipts and Payments since last meeting and Bank Reconciliation
20.3 **To consider** Expenditure due before next meeting
20.4 Banking updates.

21. CIL (Community Infrastructure Levy) Neighbourhood Portion

To note balance of CIL funds.

22. Dog fouling

a. KALC Area Committee

23. Community Resilience Plan/Emergency Plan

To consider proposed Plan.

24. Welcome Pack

To consider a review of the Welcome Pack.

25. Internal Audit

Internal audit date

26. Defibrillator and First Aid Training

To consider First Aid training

27. For information

- **Meeting dates 2026:** Tues at 7pm - 14 July, 15 September,10 November.
- **Next meeting:** 14 July 2026