

Upper Hardres Parish Council

Chairman Nick Waldron

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

Minutes of meeting held on 12 September 2023, 7pm, at Bossingham Village Hall

1. Attendance and apologies for absence

Attending: Chairman Nick Waldron, Cllr Angela Waldron, Cllr Mick Broughton, Clerk/RFO Clare Hamilton, John Pitcher and three members of the public.

Apologies: KCC Cllr Mike Sole, CCC Cllr Alister Brady, Simon Warner, Gabby Fisher.

- 1a. Co-option of new councillor: Following the Local Elections in May 2023, there were two vacancies for parish councillors. One councillor is to be co-opted at the next meeting, and one vacancy remains which will continue to be advertised in Hardres & Stelling News, on Facebook, and by invitation.

2. It was resolved to accept the Minutes of the meeting held on 22.05.23.

3. Members' declarations of interest on Agenda items

Cllrs Nick Waldron and Angela Waldron: Appendix 6.8c.

4. Public participation

a. Bus Shelter: A parishioner is kindly sourcing quotes for repairs to the bus shelter on the parish council's behalf. The Parish Council noticeboard (currently in storage) will be fitted in the shelter.

b. Item 6.2 CA/23/01360 Land opposite Breton House: Members of the public raised concerns about this planning application, particularly the need for an agricultural barn on this site. Many objections, including from the parish council, have been posted on the CCC planning portal and we await CCC's decision.

5. There were no matters arising not covered by the Agenda.

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

- 6.1 **CA/23/01585 Orchard House, Manns Hill, Bossingham CT4 6ED** *UHPC Acceptable*

One and a half storey outbuilding for use as garden room and ancillary accommodation following demolition of existing outbuilding.

- 6.2 **CA/23/01360 Land Opposite Breton House, Pett Bottom Road** *UHPC Should be Refused*

Erection of an agricultural barn.

- 6.3 **CA/23/01447 The Old Oasthouse, Pett Bottom Road, Lynsore Bottom CT4 6EG** *UHPC Acceptable*

Single-storey side extension to existing outbuilding.

- 6.4 **CA/23/01127 Bursted Hall, Pett Bottom Road** *CCC GRANTED*

Application for Listed Building Consent for external and internal alterations including insertion of 2 rooflights and replacement door from timber to timber and part glazed to south elevation and insertion of french doors and first floor window to East elevation.

- 6.5 **CA/23/00862 Rosebank, 3 Star Meadow, The Street, Bossingham CT4 6DY** *CCC REFUSED*

First floor extension

- 6.6 **CA/23/00445 The Old Forge, The Street, Bossingham CT4 6DX** *CCC REFUSED*

Replacement timber windows and door with UPVC windows and door to front.

- 6.7 **CA/23/00195 1 Dene Farm, Manns Hill, Bossingham, Kent, CT4 6ED** *CCC GRANTED*

Conversion of existing car port and elevational changes to rear of building to provide a garage and boot room, along with the erection of a garden room following the demolition of a former granary building.

- 6.8 Outstanding planning applications affected by water quality at Stodmarsh nature reserve listed in Appendix.

7. Highways

Parishioners are reminded to report all Highways matters to KCC at www.kent.gov.uk/roads-and-travel/report-a-problem

- 7.1 Hardres Court Road/Bursted Hill: Closure of Hardres Court Road outside the Manor House for water pipe repairs for up to 4 days from 14 August (same day notice received).

Update on ongoing drainage issues: The Chairman is in regular contact with KCC Highways about this urgent matter, and thanks KCC Councillor Mike Sole for his support. The following update was posted on Facebook on 4 Sept and circulated to the Parish Email List:

An update re. junction of Hardres Court Road/Bursted Hill:

The parish council is in regular contact with KCC Highways about this urgent matter and the Highways' drainage engineer says the soakaway in the verge is damaged and not operating as it should and this is the reason for flooding continuing. They are chasing the contractor and hoping works will be completed in September, but with no confirmed date yet, this is not guaranteed.

The Parish Highways Steward visited the site on Friday (1 Sept) and made the pothole on Hardres Court Road safe and will be checking the site weekly until works have been completed. He also made a pothole on Bursted Hill safe, is aware of the water going down there, and is checking this regularly.

In the meantime, please support your parish council by also repeatedly reporting complaints about this matter (and any other highway issues) directly to KCC at: www.kent.gov.uk/roads-and-travel/report-a-problem
The more reports registered online, the more pressure is on KCC to do something to fix this.

- 7.2 Hardres Court Road: closed outside 2 Stable Cottages near UH Church for water pipe repairs for up to 6 days from 3 August (same day notice given).

- 7.3 Hogg Lane: closed 12 September for sweeping and clearance works.

- 7.4 Stone Street, Petham: closed 11-12 Oct for resurfacing works.

8. Reports

- 8.1 City and County Councillors – see Appendix

- 8.2 Footpaths

- a. U11610 Catts Wood Path: incorrectly marked as being in Lower Hardres. Footpath officer to investigate.
b. Public Footpath CB378 opposite Village Hall: signage, on hold

- 8.3 Trees - see Appendix

- a. Ref. 728106: condition of oak at junc. Of The Street/Manns Hill reported to KCC on 19.6.23; portal states "Enquiry attended - more work required".

- 8.4 Bossingham Village Hall - see Appendix

- 8.5 Bossingham Playing Field

- a. Basketball net replacement will be ordered when in stock.
b. Quotes being sourced for fence repairs at rear of field. To source quotes for repairs to fence at VH border, and safety surfacing repairs
c. Probation service is used by SMVH for grounds maintenance. Cllr Mick Broughton to source details.
d. Annual safety inspection is due this month.
e. An inspection of the playing field prior to this meeting raised concerns about the goal post net and the soil impacted in the goal mouth due to its heavy use. Quotes will be sourced for a replacement goal post with a supported and fixed net which can be positioned differently (with its back to the basketball court, facing the gym equipment) to allow the ground to recover.
f. It appears that plastic skateboard ramps are being used by BMXers to jump the table tennis table. This is a safety issue to riders and is causing damage to the table. Plastic ramps will be removed.

9. Finances

- 9.1 Balance of Accounts and Bank Reconciliation at 22 May 2023:

Current account £5,717.89. Deposit account £40,384.65.

Total funds at 12 September 2023: £46,102.54 (includes CIL funds of £30,194)

- 9.2 Receipts and Payments since last meeting - see Appendix

- 9.3 Expenditure due before next meeting:

Mazars LLP	External Auditor fee	£ 210.00	
Hugo Fox	Website fees: monthly	£ 11.99	vat £1.99 pcm
Hopkins	Defib pads	£ 86.33	vat £14.39
CCC	Election expenses	£ 56.70	
C Hamilton	Salary Sept	£ 325.00	
	Salary Oct	£ 325.00	
	Travel exp Sept	£ 14.40	

Play Insp Co	Annual Safety Insp.	£ 180.00	vat £30
PCC	2023 donation	£ 150.00	
Wraight's	Grounds maintenance	£1,219.20	vat £203.20 (June July Aug Sept)

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

9.4 **It was resolved** at the Annual Meeting of the Council on 6 June to change the Santander current account co-signatory to Nick Waldron. Application form completed and ID provided.

9.5 Update on Barclays Business Review:

Since September 2022, several duplicate requests for information have been received resulting in lengthy phone calls. On 28 April the clerk was told Business Manager would call within 9 weeks to finalise matters; this didn't happen. During a further call on 8 Sept, the clerk was told the account is being changed from a Business Premium Account to a Local Authority Account, and was assured a Business Manager will be in contact within the next week.

So far, the clerk has spent 10.5 hours in phone calls and the review is still not complete. Barclays have refused a request for compensation for extra hours spent. Chairman suggested an overtime payment be made; for consideration at next meeting.

Signatories to be reviewed once the business review is finally completed.

9.6 External Auditor:

Conclusion of Audit has been published on the [parish council website](#) and on the Village Hall noticeboard. Notice of period given for the Exercise of Public Rights was one day short of the statutory 30 days.

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

The CIL report for financial year 2022/23 was submitted to CCC on 25 July.

Further BVH quotes for payments from funds are due to be presented in time for an informed decision to be made at the November meeting.

11. **Highways Improvement Plan (HIP)**

a. Draft HIP is being prepared.

b. Concerns were raised about the speed and disregard for road safety by some vehicles when rounding the bends at Hardres Court Road/Lime Kiln Lane and Manns Hill. Some drivers appear to assume this is one way and do not consider oncoming vehicles. The Chairman will contact Highways to enquire if white lines can be painted to emphasise the two-lane carriageway.

12. **Risk Assessment update**

a. Bus shelter: Quotes are due for repairs and refurbishment

b. Defibrillator: Quarterly inspections are carried out by Hopkins. Electrode pads were replaced in August, next replacement due 2025

c. Playing Field: Annual safety inspection due in September

d. Fire Hydrants: Inspected by KF&RS last KF&RS inspection Oct 2022, last volunteer inspection 15.03.23.

13. **Website**

HugoFox, our website hosts, have so far provided free websites for parish councils, but from 4 October they will be charging £9.99+vat per month for the basic website we use. It is short notice and therefore not budgeted for this year, although in commercial terms is still good value. Annual website costs will be £120+vat which includes £15 annual domain name renewal.

It was resolved to accept HugoFox's introduction of website hosting charges of £9.99+vat per month and to set up a monthly direct debit.

14. **KCC & ORCS Parish EV charging project**

Interest has been registered to be considered for the KCC and ORCS (On-Street Residential Charge-Point Scheme) parish EV charging project.

15. **For information**

- Vacancy for a councillor: continue to promote in parish magazine, Facebook, by invitation, and by a postcard to be hand delivered to parishioners.

- Speedwatch: 5 volunteers responded. This cannot progress as no response was received from volunteers re. the essential co-ordinator role.

- Budget and Precept setting at next meeting.
- Next meeting: 14 November, 7pm.

Meeting closed at 7.55pm.

Signed..... Nick Waldron, Chairman, 14 November 2023

Appendix

6.8 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 report *Mike Sole, September 2022 (an update on what I have been doing in August)*

August is traditionally a quieter month with few county or city council meetings, and no parish council meetings, so it's been nice to have some more time to enjoy the summer, although some further rain would be welcome.

One KCC meeting that did take place was a special meeting of the Scrutiny Committee. I had seconded the call-in of the decision to cut £2.2m from supported bus routes and was delighted that a majority of members of the crossparty committee agreed that KCC need to look at this again. I spoke at the meeting raising the issues of additional costs for residents, social isolation and the environmental impact of withdrawing bus services.

I was also very pleased that the campaign, which included my petition signed by over 1,000 people, had been successful in persuading KCC to work with Stagecoach to at least provide a school service and one peak time service for the 11 service that KCC had previously announced they were ceasing. This will be a relief to residents in Ickham and Wickhambreaux who were worried about getting children to school if the only local bus service were axed.

I held a very successful councillor surgery in Littlebourne at The Ivy Barn with parish councillor Lee Castle. We were busy all morning and discussed many issues, including street lighting, speeding, crime and drought.

On Highway Improvements I had a meeting with KCC and representatives from both Adisham and Aylesham parish councillors to discuss shared concerns about safety on the B2046. This will hopefully result in additional signage. I have also chased up the 30mph limit at Woolage Village.

I met with members of Manor Close Residents Association in Thanington, and we discussed issues relating to cars ignoring the no entry in Cockerling Road and other related issues which I have passed on to KCC for action.

This month I was able to support small grants from my Canterbury City Council Opportunities Fund to Bridge Playgroup for their garden area, Barham PTA for their outside learning area, and Barham Football Club for a lining machine.

I've been involved in quite a few local issues with Canenco this month, which may well be down to changes in staff around the villages. These included Stodmarsh missing scheduled recycling collections for six weeks, dog waste bins not being emptied, and delays in collecting reported fly-tipping. Hopefully these are now resolved. I also visited Canenco to view footage from their on-board cameras to check that they were not responsible to damage.

Despite little rain, I've been out with the KCC drainage engineer to look at an issue in Grove and also visited Waltham to look at the road drainage issues there with a resident.

Another busy and interesting meeting with the River Stour Internal Drainage Board including a presentation on how weevils are being used to control invasive river weeds. Finally, KCC have started their consultation on the annual budget. This can be found at: <https://letstalk.kent.gov.uk/budget-consultation-2023-24>

8.3 Tree officer report *John Pitcher*

There is a constant problem with tree diseases, Ash dieback in particular where it is estimated that 80 % of these trees with perish in the UK in due course!! But there are numerous other species under threat too, with an estimated 127 pests capable of causing havoc to the Nations trees according to the Woodland Trust.

They do have a strategy to combat to some degree the problem of diseases in trees, but with so many imported varieties, the possibility of disease is ever present. Without full cooperation by all, the prospects of eliminating it all are pretty bleak I feel.

The village centre oak tree looks as if it is affected but I understand Highways will deal as I understand it is on their land.

9. Finance

Bank Reconciliation 23 May-12 September 2023:

Current Account:

£

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

Balance brought forward at 22.05.23	7,126.49	
ADD: receipts 23.05.23-12.09.23	1,925.00	
LESS: payments 23.05.23-12.09.23	3,333.60	
Closing balance at 12 Sept 2023		5,717.89

Deposit Account:

Balance brought forward at 15.03.23	40,212.15	
ADD: receipts 23.05.23-12.09.23 (interest)	107.92	
LESS: payments 23.05.23-12.09.23	0	
Closing balance at 12 Sept 2023		40,384.65

Total funds at 12 Sept 2023

£ 46,102.54

Receipts and Payments since last meeting, Cashbook extract: Receipts Expenditure Balance

23	BHIB	Insurance premium (yr 3 of 3 yr LTA)		INSURANCE	429.60		LO02003	6696.89
23	KALC	Annual subs		SUBS	231.10		INV 0835	
23	C Hamilton	Salary 2/12	May	SALARY	325.00		SALARY 2/12	
23	C Hamilton	Travel expenses May meeting		EXPENSES	14.40		TVL EXP MAY	
23	BVH	Parish Grant award	s137	GRANT	125.00		PARISH GRANT	
30	SM School	Parish Grant award	s137	GRANT	125.00		GRANT GARDENING	5876.39
JUNE								
5	C Hamilton	APM expenses reimbursement		APM	22.10		APM EXP	5854.29
15	CCC	Concurrent Functions Funding 2023/24		CFF	1925.00		CFF	7779.29
26	Hopkins	AED Aftercare 2023		DEFIB	226.80		INV NO 230620BVH	
26	Wraights	Grounds Maintenance	April May	CFF	609.60		INV NO 1841	
26	C Hamilton	Salary 3/12	June		325.00		SALARY	6617.89
JULY								
17	Scouts	Parish Grant award	s137	GRANT	250.00		PARISH GRANT	6367.89
26	C Hamilton	Salary 4/12	July	SALARY	325.00		SALARY 4/12	6042.89
AUGUST								
29	C Hamilton	Salary 5/12	Aug	SALARY	325.00		SALARY 5/12	5717.89