

# Upper Hardres Parish Council

Chairman Paul Gordon

Clerk/RFO Clare Hamilton | [uhpc.clerk@gmail.com](mailto:uhpc.clerk@gmail.com) | 01303 257321 | [upperhardrespc.co.uk](http://upperhardrespc.co.uk)

## Minutes of meeting held on Tuesday 11 January 2022, 7pm, at Bossingham Village Hall

### 1. Attendance and apologies for absence

Attending: Chairman Paul Gordon, Cllrs Angela Waldron, Mick Broughton, Nick Waldron, Robert Quincey, Clerk/RFO Clare Hamilton, Gabby Fisher *BVHMC*, Robert Veltman *Footpath Warden*, Mike Sole *County Councillor*. Apologies: John Pitcher *Tree Warden*, Robert Thomas *CCC*

### 2. Acceptance of Minutes of previous meeting

**It was resolved** unanimously to accept the minutes of the meeting held on 16.11.21 as a true record.  
Proposed by Cllr Mick Broughton, seconded by Cllr Nick Waldron

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

Cllrs Nick Waldron and Angela Waldron item 6.5

### 4. Public participation on Agenda items

Canterbury Festival: Parish Footpath Warden Rob Veltman is proposing a Festival walk from Bossingham

### 5. Matters Arising from meeting held on 16.11.21

Village parking: item 10

### 6. Development Management & Planning Applications

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

#### 6.1 CA/21/03022 Dane Cottage, Hogg Lane CT4 5PJ

**Comments to CCC by 4 February 2022**

Single-storey outbuilding for use as ancillary accommodation  
UHPC Objection

#### 6.2 CA/21/02748 Bossingham Village Hall CT4 6DX

**CCC GRANTED**

Installation of 1no glazed UPVC French doors following removal of window to South elevation

*\* 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:*

#### 6.3 \* CA/20/02857 Court Lodge, Manns Hill CT4 6EB

*Should be Refused. Awaiting CCC decision*

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

#### 6.4 \* 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

#### 6.5 \* 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/20/02857 Court Lodge, Manns Hill: New entrance opened up in hedge in the property's residential curtilage to be queried with planning officer

#### 6.7 Utilities work has commenced for CA/19/01902, Land at The Street. PC will consider requesting a contribution from the developer in return for parking at the VH car park

- 6.8 Two acres of woodland on Lime Kiln Lane was recently sold at auction. There has since been a noticeable increase in traffic, rubble has been delivered, and PC has not been informed of any planning application. Permitted development may apply if the area is under the required size for a planning application.

## 7. Highways

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

Cllr Rob Quincey reported:

- Lime Kiln Lane width restriction sign not replaced: Highways say replacement sign has been ordered
- The Street sign opposite VH still not repaired: Rob is in discussion with Highways and the sign has been ordered. Should be fitted by end of January
- Rob will report potholes on Manns Hill.

KCC Highways informed the clerk they are installing bollards on the bend on Hardres Court Road nr Lime Kiln Lane to prevent parking and damage to the verge. Bollards will be placed to allow for grass cutting. They said they considered other options but "don't have the resources to keep checking". Wooden bollards were requested to suit the rural environment, plastic bollards have been installed.

## 8. Reports: see Appendix

### 8.1 City and County Councillors:

- County Councillor Mike Sole offered to attend parish council meetings to assist wherever he can. Mike highlighted a youth club for 11-18 yr olds in Bridge on Thurs evenings, open to parishioners.

### 8.2 Footpath Warden:

- The PC and Rob Veltman, Footpath Warden, expressed thanks to local volunteers for clearing trees blocking CB375 in Bursted Wood. UHPC Community Award certificates will be posted to the volunteers.
- KCC Highways informed us of a temporary closure to footpath CB377 across Stars from 1 February for a maximum of 6 months whilst building work takes place. Alternative route for pedestrians will be sign posted.

### 8.3 Tree Warden:

- John Pitcher, Tree Warden, reports that saplings for part of The Queen's Green Canopy initiative for the platinum jubilee have now arrived and he will be arranging with the school and land owner for a date to plant
- John attended defibrillator training at Stelling Minnis Village Hall in December and found it to be invaluable. Although the defib talks the user through its operation, it is better to be prepared to act in an emergency and John encourages everyone to attend a training session.

### 8.4 Bossingham Village Hall:

- After receiving a refund of £114 from the Planning Portal Refunds Team, the final cost to the parish council for submitting the planning application on behalf of the VH is £145.

### 8.5 Neighbourhood Plan Committee:

Cllr Mick Broughton reported that at their last committee meeting a designated area for the plan was discussed to include all of the parish which would require more extensive work. Minutes of that meeting to be sent to the parish council. Next Neighbourhood Plan Committee meeting is on 24 January.

### 8.6 Bossingham Playing Field:

**It was resolved** to tackle matters requiring attention following the annual inspection via a work party day in spring. A list of required works - which includes cleaning, rust treatment and fence repairs - has been circulated to councillors. Clerk to seek quotations for fence repairs.

Although there has been no response to a request for volunteer users of the facilities to join a spring work party, clerk will pursue this via the parish magazine.

- Public litter bin reporting: use [this reporting link](#) for problems with public litter bins and dog waste bins.

## 9. Finances

### 9.1 Balance of Accounts and Bank Reconciliation at 11 January 2022:

Current account £2,327.64, Deposit account £10,944.49. Total funds £13,272.13

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

- VAT reclaim £636.13 for the period 01.03.21-31.10.21 submitted 01.11.21 not received. Claim re submitted.

### 9.3 Expenditure due before next meeting:

C Hamilton	Salary Jan	£ 293.80	
C Hamilton	Travel exp Jan meeting	£ 14.40	
Wraights	Grounds maintenance Jan	£ 304.80	vat £50.80
	Grounds maintenance Feb	£ 304.80	vat £50.80
	Grounds maintenance Mar	£ 304.80	vat £50.80

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

**10. Village Parking**

- 10.1 **It was resolved** that Cllr Mick Broughton will request from Karen Britton at CCC if a projection of CIL payments due to the parish can be supplied, and to enquire if a proportion of CIL payments can be allocated for possible parking space for residents
- Although vans are no longer parking dangerously close to the entrance to Homeside Farm, cars are now causing a visibility problem. Clerk to request the PCSO to visit again.

**11. CCC Concurrent Functions Funding (CFF)**

**It was resolved** to send feedback to CCC on Concurrent Functions Funding (CFF) Allocations for 2023-2025 that Option 1 is preferred, as a cut of nearly £500 under Option 2 would be a large financial loss for this small parish council. Deadline for feedback 31 Jan 2022.

*(Option 1: UH would receive £1,803 - Parish councils would receive the same individual funding allocation as per 2022/23 plus inflation.*

*Option 2: UH would receive £1,317 - 50:50 split based on Band D equivalent properties 2021/22)*

**12. The Hop Pocket**

- Following a request received from Thorsons Farms Ltd for information on any planning permission and references in old minutes relating to the bus shelter, the Chairman will consult relevant minutes. The bus shelter was built by local tradesmen in 1990, funded by CCC, and does not appear to have required planning permission
- Re-roofing is now complete with suitable replacement tiles, therefore no planning permission was required
- Chairman has recently spoken to the owner who gave an update on current plans which include:  
Outside porch is rotten and will be removed; Community bar to be half the size of previous bar;  
Cellar is complete; Licence fee application is in motion; Work to roof and chimneys is complete;  
Internal wood burner to be replaced; Tearoom food not restaurant food to be available; Walled pub garden at rear being considered; Currently planning 2-4 residential/holiday let properties at rear of site;  
Seeking local person to operate pub; Pub opening date of 5 June 2022 is proposed.  
Chairman is to meet the owner within the next two weeks to discuss further.

**13. KFRS/KALC Fire Hydrant Initiative**

Hydrants last inspected 10.12.21

KFRS/KALC asked for local people to carry out additional visual inspections and to log any issues:

Simon Warner carried out a survey in 2016 and has kindly agreed to carry out further informal inspections

**14. Marker post**

Correspondence from Headteacher received by email on 24 November confirming acceptance of all liability regarding fitting/ownership etc. Cllrs Rob Quincey and Nick Waldron to arrange fitting in February or March.

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

UHPC Church queried if there will be a joint event with the Churches and parish councils. SMPC are discussing this at their January meeting and BVH are also considering this. 5 June has been allocated as 'street party' day so a joint villages and churches event could be planned for then. Parish Council chairmen to discuss.

**16. For information**

- Many thanks to the Midson family for lighting up the oak tree on the triangle at Christmas
- UHPC Community Awards were signed for Bob and Jane Green and Liz Keeler for their work with clearing fallen trees on CB375 in Bursted Wood
- It was noted some S31D notices have been posted on gates on Manns Hill (relating to PRow)
- Meeting dates 2022, Tuesdays at 7pm:  
15 March; 3 May (Annual Council Meeting); 17 May (Annual Parish Meeting - restrictions permitting);  
12 July; 13 September; 15 November
- **Next meeting: 15 March 2022 at 7pm**

Meeting closed at 8.30pm

## Appendix

### 8. Reports

#### 8.1 City and County Councillors

*City Councillor Robert Thomas report:*

1. I had a meeting with the new Kent Resource Partnership manager to investigate the possibility of a new recycling guide for the district to help residents (and others) know how to recycle household objects that don't always get reused and recycled. This is not the same as the household collections. I'm hoping to develop this out further in the coming weeks and months.
2. The KCC budget has been just as tricky this year as any other year with increased demand on services as well as cost pressure (inflation, staff pay keeping pace) and so the amount of savings required remains high. The 2022/23 budget will be finalised next month. The latest position can be seen at [Budget Consultation 2022-23 | Let's talk Kent](#)
3. The county has submitted a response to the Government's bus strategy which has asked for over £200m in funding to make a variety of improvements as seen <https://kccmediahub.net/new-plan-sets-out-aspirations-for-the-future-of-kents-bus-services74>
4. KCC's response to Gatwick airport proposals can be read at <https://kccmediahub.net/kcc-strongly-opposes-gatwick-airports-northern-runway-proposals7>
5. An update on Ash dieback  
<https://kccmediahub.net/kent-county-council-asks-residents-to-be-aware-of-ash-dieback-tree-disease745>

Consultations

Shaping the future of library services <https://letstalk.kent.gov.uk/shapingkentlibraries>

#### 8.2 County Councillor Mike Sole report: January 2022 (an update on what I have been doing in December)

Happy New Year! I hope that you all had a good Christmas and have kept safe and well. I especially enjoyed helping Adisham parish council and other volunteers deliver Christmas presents to children in the village. December ended up becoming a quiet month for council meetings as both the full council meetings at Canterbury City Council and Kent County Council were cancelled at quite late notice due to Covid concerns. Unfortunately, the government legislation that allowed online decision-making meetings was not renewed so meetings must take place in person. I wish you the best for 2022 – please get in touch if there is anything that I can help with.

Around the area:

Bridge – The Neighbourhood Plan continues to make progress. I attended the public meeting with the parish council and Cantley Estates.

Lower Hardres – It was good to be able to attend the parish council meeting and in particular hear about Speedwatch and traffic concerns in the village, as well as see that Highway Improvement Projects are being considered.

Bekesbourne with Patricbourne – The proposal for a footpath from Aerodrome Road to Chalkpit Farm has unfortunately stalled at present. Although KCC support the proposals and are prepared to fund the majority of the project, there is a funding shortfall that the parish council are not currently able to agree to. I shall continue to look for other funding solutions.

Womenswold – I met with archaeologists and interested parties to discuss what could be done to help protect the Anglo Saxon barrows in the area.

Wincheap – I have had further discussions about the unpopular Wincheap gyratory traffic plans.

Apprentice bus ticket concessions – I have been in discussions with the KCC head of public transport about the possibility of introducing discounted bus tickets for apprentices to help them get to work. I am hopeful of some positive news in the near future.

Christmas Trees – Real Christmas trees will be collected for recycling by Canenco in either the weeks starting 24 or 31 January, depending on your calendar.

Consultations – there are a number of on-going consultations on the City council website at present, including on next year's budget, parking charges and festival funding. KCC have a consultation on libraries that may especially be of interest to those using the mobile libraries [www.letstalk.kent.gov.uk](http://www.letstalk.kent.gov.uk)

Bins – there are still some areas of Nailbourne Ward that experience erratic bins collection from Canenco. I was involved in getting quite a few sorted out towards the end of 2021. Please let me know of any continuing problems

## **8.2 Footpaths** *Rob Veltman Parish Footpath Warden Upper Hardres 7<sup>th</sup> January 2022*

CB375 (Bursted Wood) Owing to the enterprising and courageous efforts of Bob & Jane Green, and Jane's mother, Liz Keeler, of Stelling Minnis, the massive treefall on CB375 has been cleared. I first heard this pleasing news on 11<sup>th</sup> December in a call from Liz, who reported that Jane had sought the landowner's permission to remove the treefall from the path, which was given, following assurances that Bob Green had 'chainsaw qualifications'. On 16<sup>th</sup> December I inspected the path and was impressed by the work that Bob Green had voluntarily carried out. CB375 is now accessible along its whole line from Pett Bottom Road to The Manor House. I informed, with photographic support, Clare and Paul, and Roger King, the East Kent convenor of Local Footpath Officers, of this action. Roger has reported it to KCC/PRoW.

This obstruction was first reported by me to KCC/PRoW over 2 years ago and then at frequent intervals. Despite a pledge by the landowner made to me by phone on 18<sup>th</sup> May 2020 to have the path cleared, no effective action was taken by either her or KCC/PRoW. CB375 is one of 4 'arterial' paths in UH, the others being, CB376, from Lynsore Bottom to Split Lane, CB280 through Atchester Wood, and U11610 (aka Cat's Wood Lane), the mile-long UCCR, maintained directly by KCC Highways, which runs northwards from Lime Kiln Lane, Bossingham to Bow Hill. The initiative taken by the Greens deserves our gratitude. However, there is an issue of liability, which I have raised with Roger King, asking for KCC/PRoW's opinion. Until recently, there was a husband and wife team, who, although volunteers, undertook such work – with promptness - under the auspices of KCC/PRoW, who I assume bore liability. It is unfortunate that the couple have retired from this responsibility. I have thanked Bob & Jane Green and Liz Keeler.

U11610 (aka Cat's Wood Lane) KCC Highways have once more responded – with promptness - by staunching the flow of water from a pipe protruding onto the path near the Lime Kiln Lane termination, a problem reported by me off and on since 2014. It is still not clear where the origin of the outpouring water lies. I have also tried to engage the interest of Kent Underground Research Group in determining the source.

CB379 (termination on Lime Kiln Road) The fingerpost indicating the existence of the path and its direction has been removed. This removal could, if not sanctioned by a public authority, amount to a criminal act. An outcome of any inquiry and replacement of the post are awaited. I reported to UH PCM on 16/11/21 "This is a serious fault, illegal under s. 131(2) Highways Act 1980. Reported by me to KCC/PRoW on 10/11/21 Ref: 211111933".

CB373 and CB374 Possibly illegal, bull-in-field warning notices are still appended on gates in the context where no bull occupies the field. Reported to the UH PCM. See s.59 Wildlife & Countryside Act 1981 for a definition of 'bull'.

## **8.4 Bossingham Village Hall** *Gabby Fisher, Bossingham Village Hall Committee*

The Christmas Lunch on 12<sup>th</sup> December 2021, was unfortunately cancelled due to concerns over COVID-19 and the increasing number of infections at that time. This has been postponed until nearer Easter and will depend on any restrictions in place at that time.

The Planning permission has been submitted to install the Patio Doors and we are waiting for the decision.

Plans to update and improve the Village Hall continue and work is due to start shortly on the outside lighting and inside the hall. This work will be carried out by Gary Watts. We are also sorting out a quote to finish off the kitchen and other odd jobs that need doing.

The Committee are due to meet in early March where the Final Accounts will be submitted. A copy of these will then be sent to the Parish Council in time for the end of the financial year.

The Greek Orthodox Church have reduced their bookings due to on-going commitments for the Priest. However, there are a number of regular bookings in place and hopefully we will start to see one off bookings for parties etc. increase after the latest round of COVID-19 restrictions are removed and the weather improves.

There is still no final update on the future of the Windmill Fete but the Committee will discuss ideas to celebrate the Platinum Jubilee weekend in June and will update you at the next meeting in March.

## 9. Finance

### 9.1 Bank Reconciliation 17 November 2021-11 January 2022

Current Account:

£

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

Balance brought forward at 16.11.21	3,859.41
ADD: receipts 16.11.21-11.01.22	114.00
LESS: payments 16.11.21-11.01.22	1,645.77
Closing balance at 11 January 2022	2,327.64

Deposit Account:

Balance brought forward at 16.11.21	10,944.49
ADD: receipts 16.11.21-11.01.22	0
LESS: payments 16.11.21-11.01.22	0
Closing balance at 11 January 2022	10,944.49

Total funds at 11.01.2022

£13,272.13

### 9.2 Receipts and Payments since last meeting: Cashbook extract

17	C Hamilton	Salary 8/12	Nov	SALARY	293.80	SALARY 8/12	
17	C Hamilton	Travel expenses	Nov meeting	EXP	14.40	TRAVEL EXP NOV	
17	C Hamilton	Expenses	1.4.21-30.9.21	EXP	129.37	EXP 1.4.21-30.9.21	3,421.84
DECEMBER							
3	Planning Portal	Refund	VH planning part refund		114.00		
20	C Hamilton	Salary 9/12	Dec	SALARY	293.80		3,242.04
JANUARY							
4	Wraight's	Grounds maintenance	Oct, Nov, De	GM	914.40	INV NO 1864	2,327.64

### Correspondence received, includes:

- PCSO monthly reports
- Regular Local Government Bulletins
- KALC Area Committee and CCC Parish Charter consultation draft Feedback by end Feb, circulated to councillors 6 Dec

Signed..... Paul Gordon, Chairman, 15 March 2022