

Upper Hardres Parish Council

Chairman Paul Gordon

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Minutes of meeting held on Tuesday 16 November 2021, 7.30pm, at Bossingham Village Hall

1. Attendance and apologies for absence

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

Apologies: *Chairman* Paul Gordon, John Pitcher *Tree Warden*, Robert Veltman *Footpath Warden*, Robert Thomas *CCC*.

In the absence of the Chairman, Vice Chairman Robert Quincey chaired the meeting.

2. Acceptance of Minutes of previous meeting

It was resolved unanimously to accept the minutes of the meeting held on 14.09.21 as a true record.

Proposed by Cllr Nick Waldron, seconded by Cllr Mick Broughton. Chairman to sign at next meeting.

3. Members' declarations of interest on Agenda items

Cllrs Nick Waldron and Angela Waldron item 6.5.

4. Public participation on Agenda items

Not required.

5. Matters Arising from meeting held on 14.09.21

Village parking: see item 12.

6. Development Management & Planning Applications

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

6.1 CA/21/01950 Woodlands, Manns Hill CT4 6ED **CCC GRANTED**

Entrance wall and gate to front of property

6.2 CA/21/01372 Orchard House, Manns Hill CT4 6ED **WITHDRAWN**

Two-storey outbuilding for use as ancillary accommodation & garage following demolition of existing building

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

** 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. This is affecting the following planning applications:*

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

7. Highways

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

Cllr Rob Quincey has reported:

- Lime Kiln Lane width restriction sign still not replaced; chased up, will be replaced within 6 weeks
- 30mph sign outside Two Acres replaced
- The Street sign opposite VH still not repaired; in discussion with Highways
- Honey Fungus (noxious weed) on two sites reported again.

8. Reports

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

8.2 **Footpaths** - see Appendix

8.3 **Trees**

The school planting project has been delayed due to the saplings being unavailable from The Woodland Trust. We have rearranged this planting for early in the New Year. *John Pitcher, Footpath Warden*
Councillors thank John for his extra attention in tidying the War Memorial on Remembrance Sunday.

8.4 **Bossingham Village Hall** - see Appendix

- CCC Capital Grant 2022/23 application for funds for improvements to the VH submitted on 01.11.21, successful applicants will be notified by CCC in the new year
- Councillors thanked the committee for their continuing hard work and congratulate them on the increasing success of the hall.

8.5 **Bossingham Playing Field**

It was resolved to consider matters requiring attention at the next meeting. A spring working party of volunteers for routine cleaning and maintenance of equipment was discussed.

9. Finances

9.1 Balance of Accounts and Bank Reconciliation at 16 November 2021:

Current account £3,859.41, Deposit account £10,944.49. Total funds £14,803.90

9.2 Receipts and Payments since last meeting: see Appendix for Cashbook extract and Bank Reconciliation
VAT reclaim of £636.13 for the period 01.03.21 - 31.10.21 submitted on 01.11.21

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

C Hamilton	Salary Nov	£ 293.80	
C Hamilton	Travel exp Nov meeting	£ 14.40	
C Hamilton	Six month's expenses	£ 129.37	annual budget £270
Wraights	Grounds maintenance Oct	£ 304.80	vat £50.80
Wraights	Grounds maintenance Nov	£ 304.80	vat £50.80
Wraights	Grounds maintenance Dec	£ 304.80	vat £50.80

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

9.4 **It was resolved** to accept the proposed Budget 2022/23 and to request a Precept for 2022/23 of £6,145.00 from CCC.

Due to CCC Concurrent Functions Funding not meeting grounds maintenance costs (and potentially ceasing in 2025), the contribution to grounds maintenance figure included in the Precept will increase slightly each year to ensure all grounds maintenance costs are met by 2025.

10. Neighbourhood Plan

10.1 The Bossingham Past & Present event held at BVH on 19 October was well attended by 60-70 people and village photographs and history were on display. Eight/nine people have volunteered to join a Neighbourhood Plan committee/steering group.

10.2 **It was resolved** to approve the formation of an independent Neighbourhood Plan committee.

A number of concerns were aired and Councillors request:

- A parish councillor is a member of the committee and reports to the PC on the committee's behalf
- Neighbourhood Plan committee meeting minutes are shared with the parish council via the clerk
- The committee represents a wide range of parishioner demographics
- The committee will liaise with the clerk re. the addition of a Neighbourhood Plan page to the parish council website.

12. Village Parking

- 12.1 **It was resolved** that Cllr Mick Broughton will make an initial inquiry of CCC if any CIL payment can be allocated to provide improved parking in Bossingham.
- 12.2 Parking issues at Homeside Farm/The Street junction: PCSO Emma Coyle attended twice during week commencing 10 Sept and on both occasions there were no cars obstructing. Emma will continue to patrol and will deal with anything that she sees at the time. If the problem persists, the solution would be double yellow lines at this junction.

13. CCC Concurrent Functions Funding (CFF)

Canterbury City Council hosted a meeting with the KALC Area Committee on 2 November at the Guildhall where Cllr Fitter-Harding confirmed that CFF will be extended by a further two years (2023-2024 and 2024-2025) fixed at the current rate plus inflation. This proposal to extend CFF will form part of the CCC budget consultation, which is due to be agreed in February 2022.

Councillors thank the KALC Area Committee for arranging the meeting and gaining some clarity for parish councils on the CFF situation.

14. The Hop Pocket

No further information received.

15. KFRS/KALC Fire Hydrant Initiative

Clerk has registered UHPC with the KFRS/KALC Fire Hydrant Initiative in order to receive updates on parish hydrant inspections. KFRS inspect fire hydrants throughout Kent and Medway on a rolling four yearly programme and UH hydrants were last inspected on 6 April this year.

KFRS/KALC are asking for local people to carry out additional visual inspections and to log any issues with them and have supplied a parish Fire Hydrants map. A volunteer carried out a survey in 2016 and clerk will ask if they are willing to carry out further inspections.

16. Earlier meeting time

It was resolved to change the parish council meeting time from 7.30pm to **7pm from January 2022.**

17. Marker post

It was resolved to accept a letter from the school resolving the Parish Council of all responsibility for installation of the post by councillors, and to transfer ownership of the post and all liabilities to the school.

18. For information

- Public litter bin reporting: use [this reporting link](#) for problems with public litter bins and dog waste bins
- Dog waste bin near VH: repaired 22.09.21
- The Queen's Platinum Jubilee/Beacons for the Platinum Jubilee Weekend of 2-5 June 2022: Clerk will contact Stelling Minnis Parish Clerk to enquire of any plans (The Queen's Diamond Jubilee in 2012 was a joint celebration between both parishes)
- Meeting dates 2022: Tuesdays at 7pm - 11 January; 15 March; 3 May (Annual Meeting); 17 May (Annual Parish Meeting); 12 July; 13 September; 15 November
- **Next meeting: 11 January 2022 at 7pm.**

Meeting closed at 20:59hrs

Appendix

8.1 County Councillor Mike Sole report November 2021 (an update on what I have been doing in October)

Autumn is now well and truly here, and the heavy rain is highlighting the many blocked gullies that KCC have failed to clear despite several requests over several months. I continue to chase to these to be done.

Parish Council Meetings – With 16 parish councils in my KCC division it isn't possible to attend all of them regularly. In October I was able to attend the following parish council meetings:

Chartham (annual assembly) – It was good to be able to attend this meeting and meet up with local community groups as well as find out more about the work that is going on with the Neighbourhood Plan.

Adisham – I was really pleased to see the new dishwasher in the village hall that was purchased with KCC grant funding and also meet new and prospective parish councillors. I also seem to have found myself a very responsible job to do in the village on Christmas morning too 😊.

Wickhambreaux (annual assembly) – This meeting included a presentation about Speedwatch which is something that I hope to get more enthusiasm for in many parishes.

Bridge – I discussed parking and other issues with the parish council with a view to requesting several changes in the village to Canterbury City Council.

Parking Restrictions – If any parish wishes to put forward changes to the City Council parking restrictions, then deadline for this is 31 December, although it would be helpful to have them earlier than that.

National Farmers Union – I had a very informative meeting with members of the Canterbury NFU. As a result of this I am following up matters including fly-tipping and ragwort.

Canterbury City Council meetings attended in the month were the Regeneration Committee and full Council.

In **Wincheap** there is a significant concern about the proposed gyratory scheme (Wincheap becomes one way as does Simmonds Road) as there has been no public consultation about the impact on residents and businesses. I have also, (so far unsuccessfully) tried to reduce the night-time anti-social construction work on the A2 slip road in **Thanington** – unfortunately neither CCC nor KCC have direct power over Highways England.

I have had fruitful discussions with KCC about setting up an **apprentice's bus travel scheme**.

On **flooding** I have had meetings with both the River Stour Internal Drainage Board and The Little Stour, Nailbourne, Petham Bourne Flood Action Group.

Fly-tipping again seems to be increasing and Canterbury City Council are very slow to deal with reported items, some still outstanding several months later – I continue to chase for action.

8.1 Canterbury City Councillor Rob Thomas report Kent County Council:

- KCC Chairman Councillor Ann Allen recently passed away. She was a big champion of young people and will be sadly missed.
- KCC are looking at adopt Plan Tree (hot on the heels of Plan Bee). If it's formally adopted each Division will be given 350 trees, giving a combined total of 28k out of the 1.5 million that will be planted. If there are suggestions for the parish I'd love to hear from you. <https://democracy.kent.gov.uk/ieListDocuments.aspx?CId=831&Mid=8793>
- A number of news stories can also be seen online include the council's response to the Government's National Bus Strategy [New plan sets out aspirations for the future of Kent's bus services - KCC Media Hub](#), and 600 EV charging points. If the parish are interested there is scope to be added to the project. [Public and private partnership brings 600 extra electric vehicle charging points to Kent - KCC Media Hub](#)
- New consultations include Heritage Conservation Strategy [Kent Heritage Conservation Strategy | Let's talk Kent](#), Kent Design Guide [Kent Design Guide | Let's talk Kent](#)

Canterbury City Council:

- The budget will be out for consultation imminently <https://news.canterbury.gov.uk/news/article/276/turbulent-times-leave-councillors-facing-difficult-decisions>
- The chief executive has resigned and will be leaving at the end of March 2022

- You can turn your unused green bin into a bin for paper and card <https://news.canterbury.gov.uk/news/article/274/convert-your-green-bin-to-a-red-bin-for-free->

8.2 Footpaths

I conducted an inspection of some of the parish's footpaths Tuesday afternoon 9th November. Generally, apart from CB375 in Bursted Wood, the paths are in fairly good condition and safely walkable. Starting at the Village Hall and walking clockwise, I noted the following features:

CB378 (opposite Village Hall on Bossingham Street). The space where there is both a stile in disrepair and gap needs to be tidied and confirmed as to preferred option. The stile is redundant, if the gap is preferred. Consultation with landowner recommended. There was no sign of the extensive and obstructive flooding which has occurred in recent years, but a large muddy area remains next to the path. I raised this matter at the Local Footpath Officers' Meeting at KCC Brabourne on 8th October. KCC/PRoW manager stated that KCC intends to ensure that the line of the path at the flooding point is no longer to be affected, by re-aligning the path closer to the field-edge hedge. There was no report that this plan has been confirmed through consultation with landowner.

CB379 (termination on Lime Kiln Lane) PRoW Fingerpost at junction of CB379 and road has been removed. 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.

U11610 (aka Cat's Wood Lane) Following reports made in July 2021 to KCC/Highways, it is pleasing to note that:

a) the water flow down the path from a pipe next to Little Bossingham Farm has been stopped; and, b) the congestive vegetation growth in the valley at Bossingham end of path has been removed.

Thus, this mile long path is now safely walkable, noting that care needs to be taken when walking the steep, uneven and stony stretch that leads down into the valley from Lime Kiln Lane.

CB375 At Brabourne on 8th October the KCC/PRoW manager stated that he is looking to enforce removal of the often reported and longstanding, major treefall obstruction in Bursted Wood. However, this egregious obstruction is still there, made up of three trees of large girth. In order to negotiate them one is obliged to crawl under them, literally. Moreover, there are two other nearby large fallen trees obstructing access on CB375; one of which, entirely recumbent on the ground, is 30cms in height and given its wide girth of 24cms, difficult to climb over. Although it is understood that walking public footpaths is undertaken at the walker's own risk, the risk of injury or other harm needs to be minimised. Normal access along PRoWs ought to be ensured. The management of CB375 is not meeting these fundamental requirements.

nb - Chairman has contacted landowner

CB374 (Bursted Wood) Treefall making access very difficult.

(Meadows above Lynsore Bottom) The gate next to a water trough between the two meadows bears a sign saying 'Caution Bull'. At the time I passed through the gate, I could sight no livestock in the field at all. Nonetheless, the sign is disquieting for walkers and could be illegal under H&S at Work regs. The farmer/landowner should be reminded in respect of enclosures which contain a PRoW a) of the restrictions on the type and circumstances of bull permitted in such a field under s.59 Wildlife & Countryside Act 1981, and b) that a sign warning of the presence of any bull in such a field should be removed, when no bull is present.

CB376/HE16 I also investigated a report that vegetation was obstructing the path that joins Mann's Hill with Split Lane. By the time I passed the spot where the obstruction had been noted, the obstruction had been removed. However, it is probable that that this obstruction was located on PRoW HE16 in the parish of Stelling Minnis, south of the parish boundary which crosses the path at Grid Ref: TR152484, and not on CB376, the section of the same path located in UH.

nb - Parishioner report on 7.11.21 of footpath behind scout hut from Mann's Hill to Split Lane not passable due to very low tree, cleared on 8.11.21

Rob Veltman Parish Footpath Warden Upper Hardres 10th November 2021

8.4 Bossingham Village Hall

The Hall continues to thrive with regular and new bookings. At the last committee meeting in October, our Accounts showed for the first time in a long time that our income was higher than our expenditure.

A local company has been sourced to carry out the full structural survey. Linda Warner had been due to meet with Paul Gardener at the hall on 11/10/2021 but had to be rescheduled due to illness. The cost for this will be £425 plus VAT and will enable the Subsidence Cover to be included in the insurance for the hall.

Castle Water have given the hall a rebate of £225 and £50 delay payment as a result of the water mains burst in July. The deduction will be shown on the next water bill.

The oil tank has been filled and should keep us going over the winter period.

There was a slight glitch in submitting the planning proposal for the Patio Doors but this has now been submitted and we await the decision. The CCC Grant Application was completed for support with covering the costs for laying a patio area and installing a ramp outside the new doors. Other jobs on the 'to do' list include getting a quote to replace the outdoor lighting as this is not working,

remove the cable to the Oak tree, replace the strip lighting with LED lights, remove all old electrical sockets, wiring, lighting frame inside the hall, put new lighting in and remove the wooden frame in the stage area. The moss on the roof is still work in progress but should be completed soon. A snagging list of jobs is to be completed to identify everything that is needed to update, maintain and improve the hall.

We have organised a Christmas Lunch on Sunday 12/12/2021, in conjunction with Kim's Cookery School which sold out very quickly. Any additional funds raised will go to the hall. It will be great to see the hall full again and no doubt we will be planning further events for 2022, so watch this space.

Gabby Fisher – Bossingham Village Hall Committee, November 2021

9. Finance

9.1 Bank Reconciliation 15 September – 16 November 2021

Current Account: £

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

Balance brought forward at 15.09.21	5,791.20
ADD: receipts 15.09.21-16.11.21	0
LESS: payments 15.09.21-16.11.21	1,931.79
Closing balance at 16 November 2021	3,859.41

Deposit Account:

Balance brought forward at 15.09.21	10,944.49
ADD: receipts 15.09.21-16.11.21	0
LESS: payments 15.09.21-16.11.21	0
Closing balance at 16 November 2021	10,944.49

Total funds at 16.11.2021 £14,803.90

9.2 Receipts and Payments since last meeting: Cashbook extract

SEPTEMBER						
29	C Hamilton	Salary 6/12	Sept	SALARY	293.80	SALARY 5/12
29	C Hamilton	Travel expenses	Sept meeting	EXP	14.40	5,483.00
OCTOBER						
11	C Hamilton	123 reg annual domain name renewal		WEB	14.39	5,468.61
25	Surefix Landscap	Paul Tampin gate post fitting		CONT	142.00	GATE POST FITTING
25	C Hamilton	Salary 7/12		SALARY	293.80	SALARY 7/12
26	Wraight's	Grounds maintenance	July, Aug, Se	GMI	914.40	INV No 1542
26	Wraight's	Grounds maintenance	July, Aug, Se	GMI	914.40	INV No 1542
NOV						
10	Planning Portal	Portal Plan Quest Ltd	VH planning app		259.00	PP10373868V1FUA

Correspondence received, includes:

- PCSO monthly reports
- Regular Local Government Bulletins
- CEE Bill Alliance
- KALC AGM on Saturday 13 November
- Police and Crime Plan Survey
- forwarded to BVHMC: Contain Outbreak Management Fund (COMF) to support efforts towards preventing or containing the spread of COVID-19 and/or helping those that have been disproportionately affected by the pandemic
- Canterbury City Council budget consultation

Signed..... Robert Quincey, Vice Chairman, 11 January 2022