

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 16 January 2024, 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, and one member of the public.

Apologies: Cllr Simon Warner (holiday), John Pitcher *tree officer*, Gabby Fisher *BVH*.

2. It was resolved unanimously to accept the Minutes of the meeting held on 14.11.23.

3. Members' declarations of interest on Agenda items

Cllrs Nick Waldron and Angela Waldron: Appendix 6.6c.

4. Public participation on Agenda items not required

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/23/02074 Great Catts Farm, Stone Street, Petham CT4 5PW *UHPC Acceptable*

Application for Listed Building Consent for external and internal alterations including relocation of W.C. to ground floor together with removal of dropped ceiling on second floor. Creation of opening in brick and flint garden wall to north of barn.

CA/23/02073 Great Catts Farm, Stone Street, Petham, Kent, CT4 5PW *UHPC Acceptable*

Creation of opening in brick and flint garden wall to north of barn.

6.2 CA/23/02039 Land Adjacent To Court Lodge, Manns Hill, Bossingham *UHPC Acceptable*

Two storey detached dwelling

6.3 CA/23/01818 The Coach House, The Street, Bossingham CT4 6DY *CCC GRANTED*

Two storey front extension.

6.4 CA/23/01941 Great Catts Farm, Catt's Wood Road CT4 5PH *CCC GRANTED*

Application for Listed Building Consent for external alterations including the waterproofing of the existing brickwork with underlay and fixing a butyl liner of existing horse pond.

6.5 APPEAL: CA/23/00862 Rosebank, 3 Star Meadow, The Street, Bossingham CT4 6DY

First floor extension. Appeal in progress.

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

7. Highways Please report Highways matters directly to KCC [here](#).

7.1 a. Bursted Hill/Rectory Lane: Closure 3 January for up to 8 days for South East Water leak repairs.

Chairman reported that:

Despite South East Water attending in early January, water continued to flow down Rectory Lane causing a safety hazard in the freezing temperatures.

Following this road closure, South East Water reported they had completed the leak repair at the entrance to the Manor House at the top of Rectory Lane, but had discovered a further leak which continued to produce water from the pipe opposite the Manor House entrance. They attended again on 12 January and thought they had fixed this leak but sadly this was not the case as water continued to flow, albeit slower.

Their leak technician attended on 15 January to double-check the previous repair and discovered the existence of this additional leak. He has put in a report and requested a more significant repair which requires management approval, but is hoping this will be quickly resolved. Apparently it is not uncommon that the fixing

of one leak puts more pressure further down the network and finds more weak points. A more comprehensive repair such as is now being proposed is needed to ultimately fix the problem.

This 'progress' so far follows a long and frustrating period for me of many months of countless emails and phone calls with our Ward Councillor Mike Sole and KCC Drainage Engineer Thomas Foreman who have both been extremely helpful as far as the KCC systems they have to work to allow. A parishioner has also been a fantastic support and has kept a valuable line of communication open with South East Water. My attempts to prioritise this matter by trying to communicate with Ofwat, the CEO of South East Water, the CEO of KCC, and our local MP Rosie Duffield, have not been successful and I fear that rural matters and parish councils are way down their list of priorities.

I have made all parties aware of the safety aspect concerning ice and have been told that "KCC is not in breach of any statutory requirements" despite this seriously dangerous stretch of road which affects our parishioners. I have learnt that, because KCC have put up skid risk signs and check them every week, they are legally covered should any incidents occur on what is ultimately their highway.

We await further updates on progress from South East Water.

7.2 Hardres Court Road: Closure 8-10 January for new South East Water connection works.

7.3 Previous flooding was caused by the blocked soakaway at Hardres Court Road/Bursted Hill and it is recommended we report the soakaway annually to ensure regular clearing to avoid further flooding.

8. Reports

8.1 **City and County Councillors:** not received by this meeting

8.2 Footpaths

a. U11610 Catts Wood Path: incorrectly marked as in Lower Hardres, footpath officer to investigate

b. Public Footpath CB378 opposite Village Hall: landowner fencing, signage to be arranged

8.3 **Trees:** see Appendix

a. The oak tree in the centre of the village looks to be recovering following the Highways treatment to prevent honey fungus.

8.4 **Bossingham Village Hall:** see Appendix

a. **It was resolved** to request quotations for an updated valuation of the village hall for insurance purposes.

8.5 **Bossingham Playing Field**

a. **It was resolved** to source quotes for the required works from the findings of the annual safety inspection

b. Hip Twister gym equipment replacement labels ordered from Freshair Fitness on 9 January (£24.15 ex vat)
Basketball net to be fitted.

c. Due to the high cost of a replacement goal post with fixed net, **it was resolved** to investigate adjusting the current post to secure the net, and source quotation for fitting grass safety surfacing in the goal mouth area.

d. User feedback: one positive response to request for user feedback received. No response from footballers.

9. Finance

9.1 Balance of Accounts at 16 January 2024: £42,523.97 comprising current account funds, CIL funds, reserves.

9.2 Receipts and Payments since last meeting and Bank Reconciliation: see Appendix

9.3 Expenditure due before next meeting:

	HugoFox	Website hosting: monthly	£ 11.99	vat £1.99 pcm
	Wraights	Grounds m'nance O, N, D, (includes extra hedge trimming)	£ 1,178.40	vat £196.40
	BVH	Contrib. to defib electricity	£ 25.00	
CIL:	Wolseley	BVH plumbing supplies (supplies only - part of Downs Plumbing & Heating quote of £3,826.50 approved Minutes 14.11.23_10)	£2,469.85	vat £411.64
	C Hamilton	Salary January	£ 351.00	
		Travel exp Jan meeting	£ 14.40	
		Salary February	£ 351.00	
	Wraights	Grounds m'nance J, F, M	£ 914.40	vat £152.40

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

9.4 Barclays account closure and Santander deposit account opening:

Barclays account stands at £0 and is still open despite Barclays stating it would close on 31 December.

The Santander change of details/signatory form submitted in November is "in the system". Clerk is chasing Santander to process this asap, and once confirmed, a new deposit account can be opened.

9.5 CCC has confirmed the Precept request of £7,234.00 for 2024/25 (a 10% increase on this year).

10. CIL (Community Infrastructure Levy) Neighbourhood Portion

It was resolved to investigate the extent of exact works needed for the refurbishment of the bus shelter as a quotation received was disproportionately high compared to the cost of a newly built shelter.
Cllr Mike Sole is looking into the availability of a KCC Rural Bus Shelter Grant.

11. Highways Improvement Plan (HIP)

Cllr Simon Warner is awaiting a reply from Annaliese Mortlock at CCC to review the draft HIP.

12. Councillor Vacancy

A member of the public attended the meeting and after discussing the parish councillor role, will be co-opted as councillor at the March meeting.

13. For information

- KALC Community Awards 2024: nomination discussed
- Defibrillator: Annual service fee has increased by 10% from £189.00 to £207.90+vat per year
- Meeting dates 2024: 16 January, 12 March, 14 May (6.30pm Annual Council Meeting, 7pm Ordinary Meeting, 7.30pm Annual Parish Meeting), 16 July, 10 September, 12 November
- Next meeting: 12 March
- Meeting closed at 8pm.

Signed Nick Waldron, Chairman, 12 March 2024

Appendix

6.6 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. | |

8.3 Tree officer John Pitcher

The oak tree in the centre of the village looks to be recovering following the Highways treatment to hopefully prevent honey fungus.

The small shrubs planted in the past year coupled with the usual array of flowers in the village hall and War Memorial gardens all seem to be doing well and should continue to result in an attractive display.

The new update on farming policy and Government legislation in respect of trees on open farming land and hedgerows across the land should be noted. The Environment Dept and other bodies (Defra etc) are keen to develop countryside preservation of wild life of all species and there is a huge amount of legislation now in being in this respect.

8.4 Bossingham Village Hall Gabby Fisher

Following the allocation of CIL funding at the last Parish Council Meeting in November, the work to upgrade the male and female toilets and the remaining electrical work is now underway and everything should be completed by the end of January.

The additional lighting will be operated on separate switches and will allow for alternate wall lights to be used or, all 8 wall lights, depending on the level of light needed. These will be on a dimmer switch and will enable more subdued lighting to be available for parties, Pilates and so on. The new sink units in the toilets will be modern and more user friendly.

The Committee would like to thank the Parish Council for awarding us this funding.

Due to a number of reasons, the Village Hall Committee were not able to meet at the end of last year. We are in the process of getting a meeting organised and I will report on any updates at the next Parish Council meeting in March.

9. Finance

Bank Reconciliation 15 November 2023 – 16 January 2024

Current Account:

£

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

Balance brought forward at 14.11.23	43,988.34	
ADD: receipts 13.09.23-14.11.23	37.35	
LESS: payments 13.09.23-14.11.23	1,501.72	
Closing balance at 16 January 2024		£ 42,523.97

Deposit Account:

Balance brought forward at 14.11.23	0.00	
ADD: receipts 14.11.23-16.01.24 (interest)	37.35	
LESS: payments 14.11.23-16.01.24 (transfer to c/a)	37.35	
Closing balance at 16 January 2024		0.00

Total funds at 16 January 2024 **£ 42,523.97**

Receipts and Payments since last meeting, Cashbook extract:

					Receipts	Expenditure		Balance
NOVEMBER								
15	C Hamilton	Salary 8/12	Nov	SALARY	40798.88	351.00	SALARY 8/12	
15	C Hamilton	Backpay	01.04.31.10.23	SALARY		182.00	BACKPAY	
15	C Hamilton	Expenses 1/2	01.04.23-30.09.23	EXP		136.36	EXP 1.4.23-30.9.23	
15	C Hamilton	Travel exp	Nov	EXP		14.40	TRAVEL EXP NOV	
15	C Hamilton	Overtime: Barclays (12hrs @ £13.50ph)		SALARY		162.00	OVERTIME BARCLAYS	43,142.58
29	GoCardless	HugoFox website host	Dec	WEBSITE		11.99	DD	
DECEMBER								
4	from Barclays	Interest	final transaction		37.35			43,167.94
15	C Hamilton	Salary 9/12	Dec	SALARY		351.00	SALARY 9/12	42,816.94
15	Mazars LLP	External Audit fee				252.00	INV NO 2261250	42,564.94
29	GoCardless	HugoFox website host	Jan			11.99		42,552.95
JANUARY								
9	Fresh Air Fitness	Hip Twister replacement instruction labels				28.98		42,523.97