

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 March 2024, 7pm, at Bossingham Village Hall

Agenda

1. Attendance and apologies for absence

Attending: Chairman Nick Waldron, Cllr Angela Waldron, Cllr Mick Broughton, Cllr Simon Warner, Clerk/RFO Clare Hamilton, Gabby Fisher *BVH*, CCC Cllr Mike Bland and one member of the public.

Apologies: John Pitcher *tree officer*.

1a. Co-option of councillor

Robert Richardson was co-opted as councillor at this meeting and completed Declaration of Acceptance of Office and Declaration of Pecuniary Interests Forms.

2. It was resolved unanimously to accept the Minutes of the meeting held on 16.01.24 which were signed by the Chairman.

3. Members' declarations of interest on Agenda items

Cllrs Nick Waldron and Angela Waldron: Appendix 6.4c.

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** *Acceptable. CCC Under Consideration*
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 CT4 5PW *Acceptable. CCC Under Consideration*
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, Boss'ham** *Acceptable. CCC Under Consideration*
Two storey detached dwelling

6.3 **APPEAL: CA/23/00862 Rosebank, 3 Star Meadow, The Street, Bossingham CT4 6DY**
First floor extension. Appeal in progress.

6.4 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. Burstard Hill/Rectory Lane:

South East Water has finally repaired/replaced pipe work and the flow of water has currently ceased.

The Chairman has asked KCC Highways to reinstate the damaged verge when the weather improves and is asking if they are pursuing South East Water to pay for resurfacing the road where excess water has eroded the surface.

The Chairman is registering a complaint with KCC regarding the lack of communication in this long-running issue. Despite managing to speak to the CEO of KCC, leaving messages and speaking to PA's at CCC and/or members of the corporate governance team, no feedback or support was received. A parishioner from Chartham has been instrumental in bringing this matter to a close due to being in contact with the CEO of South East Water on our behalf.

Cllr Mike Bland expressed concern at the lack of response from CCC and offered to take this up with Rosie Duffield's office. He will liaise with the Chairman.

8. Reports

8.1 City and County Councillors

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 and CB379:

The landowner has installed a kissing gate to replace the stile where CB379 meets Lime Kiln Lane and has fenced cattle fields beside CB378 in order to protect walkers and livestock. Surface of entrance to CB378 opposite village hall will be attended to in finer weather. Clerk to write and thank landowner.

8.3 **Trees:** see Appendix

8.4 **Bossingham Village Hall:** see Appendix

a. Village Hall Valuation: The Village Hall insurers, Allied Westminster, will carry out a rebuild cost evaluation to ensure the sum insured is appropriate.

b. Guttering need clearing and end-stops need replacing. Chairman will obtain a price for this work.

c. Block paving will be sprayed by the PC's grounds maintenance contractor.

8.5 Bossingham Playing Field

a. Maintenance works required following the annual safety inspection:

The Chairman met a contractor on site who quoted £250 to pressure wash/clean equipment and £340 to complete the list of works as highlighted in annual safety inspection.

A fallen tree and overhanging branches need removing. The PC's grounds maintenance contractor quoted £370+vat.

This expenditure was proposed by Cllr Angela Waldron and seconded by Cllr Mick Broughton and approved unanimously. **It was resolved** to brief the contractors to go ahead with the work.

b. Repair to the eroded goal mouth surface:

It was resolved that the Chairman will investigate the purchase of hard-wearing grass seed to improve the eroded area.

c. Methods to secure the net on the goal post will be discussed at the next meeting.

d. Quotations for replacement safety surfacing around base of toddler climber/slide and springer:

As only two quotes were received in time for this meeting, it was resolved to pursue a third quote and consider at the next meeting. Cllr Mick Broughton will investigate if any grants are available for the work and CCC Cllr Mike Bland will investigate if CCC recommend any approved contractors for this work.

e. Hip Twister equipment replacement instruction labels and basketball net to be fitted by contractor (8.5a).

9. Finance

9.1 Balance of Account at 12 March 2024: £34,514.27 comprising current account funds £2,606.36; CIL funds £21,681.95; Reserves £10,225.96.

9.2 Receipts and Payments since last meeting and Bank Reconciliation: see Appendix
VAT reclaim 01.10.23-29.02.24 of £1,310.58 received.

9.3 Expenditure due before next meeting:

HugoFox	Website hosting: monthly	£ 11.99	vat £1.99 pcm
Wraights	Grounds m'nance J, F, M	£ 914.40	vat £152.40
BVH	Insurance evaluation	£ 75.00	
C Hamilton	Salary March	£ 351.00	
	Travel exp March meeting	£ 14.40	
	Expenses 01.10.23-31.03.24	£ 116.16	
	Salary April	£ 351.00	

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

9.4 Santander signatories and deposit account opening, and Barclays account closure:

a. Second Santander change of details/signatory form was submitted in November (first form they provided was incorrect) and signatories finally updated on 21 February following the clerk issuing a complaint regarding the delay. It was explained the delay was been caused by the business banking team wrongly thinking it was a corporate banking team issue and vice versa. Apologised for the confusion and delay and offered £150 compensation (max. amount available) which was accepted.

b. Santander Treasurer's Savings Account: in order to open the account, a councillor must phone to book an appointment with a Business Manager.

- c. Barclays acc (£0) is still open despite Barclays informing it would close on 31 Oct then 31 Dec.
- d. An amendment to the Financial Regulations will be made as follows: 'Cheques or orders for payment drawn on the bank account in accordance with the schedule as presented to council or committee shall be signed by any one signature in accordance with a resolution instructing that payment.'

10. CIL (Community Infrastructure Levy) Neighbourhood Portion

- a. Village Hall: Plumbing and electrical work at the Village Hall is now complete. Councillors thank the BVH Management Committee for their hard work in bring this to fruition.
- b. Bus Shelter: **It was resolved that** the Chairman and Cllr Simon Warner will investigate the extent of exact works needed for the refurbishment of the bus shelter. KCC Rural Bus Shelter Grant may be available.
- c. Playing Field: Three quotes required for safety surfacing works (8.5d)

11. Highways Improvement Plan (HIP)

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

12. Waste bin

Councillors to establish need for replacement/extra bin by scout hut.

13. Footpath between houses on The Street

An email was received from a parishioner regarding mud on the footpath between the new houses on The Street. After discussion, councillors found that as the fenced path is channelling walkers onto one track, this is causing seasonal issues with mud. Councillors unanimously agreed that paving or surfacing is not suitable for a rural footpath.

14. Website

HugoFox confirmed their websites are fully compliant with the new WCAG2.2AA coming into force in October.

15. For information

- There will be a councillor vacancy from May, Cllrs to canvas residents.
- Meeting dates 2024: 14 May, 16 July, 10 September, 12 November
- **Next meeting: 14 May** - 6.30pm Annual Council Meeting, 7pm Ordinary Meeting, 7.30pm Annual Parish Meeting
- Meeting closed at 8.20pm.

Signed Nick Waldron, Chairman, 14 May 2024

Appendix

6.4 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 CCC Councillor Mike Bland

Mike informed the meeting of discounts for residents' parking. Visit [Canterbury City Council website](#) for details. He highlighted Budget matters and pointed out that CCC is building over 60 houses for social housing. The Market Development Officer is looking at developing markets across the district, including in the parishes. The new draft Local Plan is out for consultation. There are no major sites for development in Chartham & Stone St Ward.

The Bus Strategy is out for consultation, and residents are encouraged to comment on the need for more rural buses and for later buses.

KCC Councillor Mike Sole

The big news this month is the new draft of the Canterbury Local Plan. The key changes from the previous draft that will be of interest locally are:

- Development at Cooting Farm Adisham – GONE
- Development at Aylesham South (Womenswold Parish) – GONE
- Traffic zoning scheme in Canterbury – GONE
- Eastern By-Pass – GONE

The new plan includes enhanced bio-diversity measures and a bus-led transport strategy. The new plan will shortly be out for a 12-week consultation, so please make your views known.

Canterbury City Council passed its budget in February which included reductions to car parking charges for residents in 10 car parks, reduced park & ride charges, re-opening the Sturry park & ride, bringing back Canterbury Market, and the return of three hours free blue badge parking.

The month I attended a meeting with Canterbury NFU to discuss issues affecting the farming community. I was also a guest on KMTV Politics Show discussing a range of Kent issues. At a meeting in Bridge progress is being made on getting some new street lamps in Western Avenue.

At KCC I attended the Scrutiny meeting to speak against the changes to the Community Warden scheme, and I was also at the KCC budget meeting where significant cuts were being made.

I attended Lower Hardres Parish Council and was involved in discussions around improving highway safety in the parish.

I'm delighted that the City Council has taken the decision to take the first steps to increase the number of council homes in the district – more news on numbers and location to follow!

8.3 Tree officer John Pitcher

At the previous meeting I mentioned in my report that the Environment Agencies were pushing for land owners to plant more hedges and tree across the land in their intention of creating more “re wilding” areas for wild life and natural habitats. Farmers are concerned that this could lead to a reduction of between 10 and 20% in farming production of food and my sympathies are with them at a time when the have to deal with an ever increasing climate change, accountability and mounting costs.

Kent County Council together with numerous other agencies devised a Tree planting strategy, launched in 2022 in an effort to achieve a tree canopy of 19% across the County but difficulties in finding land for the purpose as well as a whole number of obstacles is making it difficult. Tree diseases and the ever growing desire to build more houses and industrial units is resulting in area being cleared of existing woodlands as pressure grows on the demands for land for the purpose.

8.4 Bossingham Village Hall

Works programme from 2022 now completed. An update on the current financial situation - the Village Hall currently has £6,887. This figure includes the deduction for the Hall Insurance due this month and income from bookings for Jan 2024 to date. Residents are encouraged to join the committee and support the work done so far.

9. Finance

Bank Reconciliation 17 January – 12 March 2024

Current Account:

£

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

Balance brought forward at 17.01.24	42,523.97
ADD: receipts 17.01.24-12.03.24	1,460.58
LESS: payments 17.01.24-12.03.24	9,470.28
Closing balance at 12 March 2024	34,514.27

Total funds at 12 March 2024 **£ 34,514.27**

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

17	Wraights	Grounds M'nance	O, N, D + hedge trim	OFF		1178.40	INV 1914	
17	Wolseley UK	Plumbing supplies for BVH		CIL		2,469.85	DJ000025 Bossingham	
17	BVH	Contr. to defib electricity				25.00	DEFIB ELECTR 2024	38,850.72
23	C Hamilton	Salary 10/12	Jan	SALARY		351.00	SALARY 10/12	
23	C Hamilton	Travel exp	Jan	EXP		14.40	TVL EXP JAN	38,485.32
24	John Pitcher	Planting 2024		CIL		100.00	PLANTING 2024	38,385.32
29	GoCardless	HugoFox website host	Feb			11.99		38,373.33
FEBRUARY								
26	C Hamilton	Salary 11/12	Feb	SALARY		351.00	SALARY 11/12	38,022.33
29	GoCardless	HugoFox website host	March			11.99		
MARCH								
4	Downs Plumbing	Plumbing installation for BVH		CIL		1356.65		
4	G A Watts Electr	Electrical installation for BVH		CIL		3600.00		33,053.69
6	from Santander	Compensation for delay to acc signatories update			150.00			33,203.69
11	from HMRC	VAT reclaim	01.10.23-28.02.24		1310.58			34,514.27