Upper Hardres Parish Council

www.upperhardres-pc.gov.uk

Minutes of Meeting held at Bossingham Village Hall
on Tuesday 10 November 2026 at 7pm

1. Attendance and apologies for absence
Attending: Chairman Nick Waldron, Vice Chair James Hodgkinson, Cllr Katy Ford, Cllr Simon Warner, Cllr Jess Wood, Clerk/RFO Karley Hubbard, 2 parishioners
Apologies: Cllr Mike Bland

2. It was resolved unanimously to accept the Minutes of the meeting held on 15 September 2026.

3. Members' declarations of interest on Agenda items
Cllr Nick Waldron: Appendix 6.5c.

4. Public participation on Agenda items
Discussion regarding Hop Pocket Bus Shelter.

5. Matters arising not covered by the Agenda
Clerk to print welcome pack and share with new parishioners.

6. Planning Applications

Planning applications may be viewed at Canterbury City Council's website here *Responding to Planning Applications: In order for councillors to be aware of parishioners' views on a planning application, parishioners are encouraged to share their thoughts with the parish council at least one week before the CCC submission deadline. In that way, councillors can support parishioners' views if necessary.*

6.1 **ENF/25/00176 Site at Pett Bottom Road CT4 6EQ**
Cllr Waldron and CCC Cllr Bland visited site on 12.10.26.

6.2 **CA/26/00261 Little Bossingham Farm, Lime Kiln Lane, Bossingham, CT4 6FY** *Appeal*
Installation of a roof mounted solar array on 3 outbuildings

6.3 **CA/25/02065 Dane Cottage, Hogg Lane, Petham, CT4 5PJ** *Dismissed*
Porch to front elevation

6.4 **CA/26/01827 Aryx House, Manns Hill, Bossingham, CT4 6ED**
Single and two-storey extension and detached garage following demolition of existing garage.
Comments to CCC by 4 December 2026.

6.5 Outstanding planning applications affected by water quality at Stodmarsh nature reserve.
Clerk to seek confirmation from CCC Planning on the status of Court Lodge (CA/20/02857) Application.

6.6 Concern about deterioration of the Tithe Barn, Upper Hardres.
CCC Cllr Bland to follow up.

7. Highways Highways issues can be reported directly to KCC here.

8. Reports

8.1 **City and County Councillors**
See Appendix 8.1 for CCC Cllr Mike Sole's Report.

8.2 **Clerks Report**
See Appendix 8.2 for the Clerks Report.

8.3 **Footpaths**
Paths continue to be walked and reported.

8.4 **Bossingham Village Hall**

a. **Gardening and Landscaping tender**
Cllrs to update tender following annual safety inspection of playing field.

b. November's Village Hall Supper was attended by 58 residents. The next supper club will take place on 4 December, with places limited to 60 attendees, so early booking is strongly recommended.

8.5 **Bossingham Playing Field**

a. Inspections
Cllr Wood continues to inspect playing field.

b. Annual safety inspection
Carried out on 20.10.26. Low Risk overall. Councillors discussed pressure washing, updating play equipment, replacing benches and consulting on future play area improvements. Clerk to investigate CIL funding, grants and contact local parish councils who have recently updated their play parks. Cllr Waldron to prepare tender for handyman.

9. Finance

9.1 Balance of Account on 10 November 2026: £31,163.77 represented by Current account £6,367.79; Reserves £8,225.96; CIL funds £16,570.02

9.2 Receipts and Payments since last meeting and Bank Reconciliation See Appendix 9.

9.3 VAT 126 claim of £968.58 received for the period 01.03.26-30.09.26

9.4 Expenditure due before next meeting

Hugo Fox	Website hosting monthly	£11.99	Vat £2.00
Hugo Fox	Email hosting monthly	£2.99	Vat £0.50
K Hubbard	Salary November	£503.83	Incl. increase 26.27
K Hubbard	Salary December	£503.83	
K Hubbard	Salary increase backdated	£103.88	1 April – 31 Oct
KALC	Annual Planning Conference	£84.00	Vat £14
Hopkins	First Aid Training	£96.00	Vat 19.20
Wraights	Grounds Maintenance – Sept, Oct, Nov	£909.40	Vat £152.40
The Play Inspection Co.	Annual Safety Inspection	£210	£35

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

9.5 **It was resolved** to accept the Local Government Services Pay Agreement 2026/27 and to increase the clerk's salary currently at SCP17 accordingly.

9.6 **It was resolved** to accept the proposed Budget 2027/28 and to request a Precept for 2027/28 of £10,326, as proposed by Cllr Warner and seconded by Cllr Wood. The 7.9% increase to the Precept is necessary to cover increased costs. Agreed to stop S.137 donation.

9.7 Banking updates.

Mandate changes now complete. Cllr Waldron removed as Signatory and Cllr Ford added

10. CIL (Community Infrastructure Levy) Neighbourhood Portion

Balance of CIL funds. £16,570.02 (deadline for spend Oct 2027) Report sent to KCC for 25/26

11. Highways Improvement Plan

a. Hop Pocket Bus Shelter
Councillors discussed Hop Pocket Bus Shelter.

12. Local Government Reorganisation

a. Local Government Reorganisation
Councillors discussed LGR and devolution.

b. Parish and Town Council Elections Consultation
Clerk to respond on behalf of Parish Council, supporting proposal for parish elections to continue in May 27.

c. Community Governance Review Consultation
Clerk to respond on behalf of Parish Council, confirming support for the proposal that no changes are to be made.

13. Defibrillator

a. First aid Training
Two sessions now taking place on Saturday 28th November at Bossingham Village Hall. 10am session fully booked. 2pm session 2 spaces left.

14. Community Engagement Survey

Councillors to review and discuss at January meeting.

15. For information

- **Meeting dates 2027:** Tues at 7pm, 12 January, 9 March, 11 May (APM), 13 July, 14 September, 9 November
- **Next meeting: 12 January 2027 – 7pm**
- Meeting Close: 20:30pm

Signed …….. Nick Waldron, Chairman, 12 January 2027

Chairman Nick Waldron
Parish Clerk Karley Hubbard | 077872 417912 | clerk@upperhardres-pc.gov.uk | www.upperhardres-pc.gov.uk

Appendix

6.5 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 *Objection. Awaiting CCC decision*
Erection of two-storey detached dwelling with associated parking, access and landscaping
b. 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

c. 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.

8.1 City and County Councillor Reports

CCC Cllr Mike Sole

Well, it looks like we now have a bit more certainty from Government about Local Government Reorganisation but mixed in with a bit more uncertainty. We know we now have elections to Canterbury City Council (CCC) next year, and that we are very likely to have elections to a new unitary council in 2028, with CCC and KCC ceasing in 2029. But the geographical areas of the new unitary councils are being looked at again!

This month I've attended parish council meetings in Bridge, Kingston and Barham. As part of the Community Governance Review, CCC are consulting on whether there should be closer working relationships between Kingston and Barham parish councils with a grouping arrangement. Residents in affected parishes have been sent information and both parishes are arranging meetings to discuss the proposals with residents and hear their views.

I attended a KCC organised Water Resilience Partnership meeting where water companies set out the challenges that they face and the solutions that they have planned. With significant additional housing planned for Kent, there is real concern about how water will be supplied and waste removed without polluting our seas and rivers.

Other meetings attended included the Kent Fire & Rescue Service, Joint Transportation Board and Canterbury Council where I was able to amend a motion on the rights of the rivers to ensure that flood prevention work was recognised.

I have asked for an update on the replacement of the Grove Ferry Bridge. Whilst there is still no date for this and am assured that the project is progressing.

I was very pleased to hear at the Joint Transportation Board, that of 12 roads in the Canterbury District planned for resurfacing in 2026/27, 8 are in my KCC division, including roads in Upper Hardres, Barham, Bekesbourne, Adisham, Waltham, Chartham, Petham, Patrixbourne & Ickham. I am always lobbying for improvements to our rural roads, so this is good news.

Finally, I enjoyed taking part in the Canterbury Trail Half Marathon as part of the Lord Mayor of Canterbury's Team. Good training for next year when I will be running the London Marathon!

8.2 Clerks Report

The Clerk attended the **KALC Planning Conference** which focused on proposed planning changes, neighbourhood planning, Local Government Reorganisation and the increasing use of digital tools to support local councils.

Key messages:

- Parish councils encouraged to engage early in planning matters, ensure comments are policy-based, and use robust local evidence when responding to planning applications.
- Changes to planning committees may result in more decisions being delegated to planning officers, highlighting the importance of submitting clear and well-supported representations at an early stage.
- Community engagement remains essential, with successful neighbourhood planning dependent upon involving residents, businesses and young people throughout the process.
- Local Government Reorganisation is likely to increase the importance of parish councils as local community advocates. Discussion centred on the potential transfer of services and assets, increased local responsibilities and the need for parish councils to prepare for future changes.

Clerk also attended **KALC's Clerks Conference,** which focused on Local Government Reorganisation, governance, employment matters, councillor responsibilities and clerk wellbeing.

Key messages

- Local Government Reorganisation continues to develop across Kent, with parish councils likely to play an increasingly important role in representing local communities and potentially taking on additional services and assets in the future.
- Parish councils should begin preparing for change by understanding local priorities, strengthening community engagement and working collaboratively with neighbouring councils.
- Councils were reminded of the importance of maintaining up-to-date employment policies and procedures in light of forthcoming changes to employment legislation and employee rights.

9. Finance

Bank Reconciliation: 15 September 2026 – 10 November 2026

Current Account:	£
The net balance reconciles to the Cashbook (receipts & payments account) as follows:	
Balance brought forward at 15 September 2026	31,421.28
ADD: receipts 15.09.26-10.11.26	968.58
LESS: payments 15.09.26-10.11.26	1,226.09
Closing balance at 10 November 2026	31,163.77
Total funds at 10 November 2026	£ 31,163.77

Receipts and payments since last meeting, cashbook extract

Date	Description				Receipts	Payments	Ref.	Balance	VAT paid
20	Santander	Charges	August	Bank		4.99			
29	Go Cardless	Hugo Fox Website Hosting	September	Website		11.99	INV-31555		2.00
								£ 31,404.30	
OCTOBER									
1	Go cardless	Hugo Fox Email Hosting	October	Email		2.99	INV-32836		0.50
1	K Hubbard	Salary September 26	September	Salary		389.96			
6	K Hubbard	Clerks Expenses	October	Expenses		144.41			
6	HMRC	Salary Tax Sept	September	HMRC		108.41			
6	Hopkins AED	Bleed Kit	October	Defib		45.00	INV-260914UH		7.50
20	Santander	Charges	September	Bank		4.99			
29	Go cardless	Hugo Fox Website Hosting	October	Website		11.99	INV-32632		2.00
30	K Hubbard	Salary October 26	October	Salary		390.16			
30	HMRC	Salary Tax Oct	Octoiber	HMRC		108.21			
								£ 30,198.18	
NOVEMBER									
2	Go Cardless	Hugo Fox Email Hosting	November	Email		2.99	INV-34076		0.50
4	*from HMRC*	VAT reclaim	1Mar - 30Sept	VAT	968.58				
								£ 31,163.77	