

Upper Hardres Parish Council

Chairman Paul Gordon

Clerk/RFO Clare Hamilton | uhpc.clerk@gmail.com | 01303 257321 | www.upperhardrespc.kentparishes.gov.uk

Minutes of meeting held on Tuesday 14 January 2020, 7.30pm at Bossingham Village Hall

Chairman welcomed visitors to the meeting and drew attention to the Filming/Recording of meetings statement.

1. Attendance and apologies for absence

12.11.19_1

Attending: Chairman Paul Gordon, Cllrs Angela Waldron, Janice Rosen, Nick Waldron, Rob Quincey, Clerk/RFO Clare Hamilton, and 12 parishioners. Apologies: CCC Cllr Matthew Jones-Roberts.

2. Acceptance of Minutes of previous meeting

12.11.19_2

Following an amendment made to remove fee quoted for tree report, **it was resolved** to accept the minutes of the meeting held on 12.11.19 as a true record.

3. Members' declarations of interest on Agenda items

12.11.19_3

Cllr Cllr Nick Waldron 6.1, Cllr Angela Waldron 6.1.

4. Public participation on Agenda items

12.11.19_4

4.1 Planning application 19/10159 Great Bossingham Farm:

As per Standing Order 13h, Cllr Nick Waldron is granted a Dispensation by the Clerk to remain in this meeting in order to participate in discussions relating to planning application CA/19/10159 and to allow members of the public to direct any questions to him about this planning application:

Several parishioners raised objections and concerns regarding vehicular access off Manns Hill to the proposed development. A resident pointed out that the KCC Highways vision splay map was incorrect and not consistent with the resident's Land Registry map. The applicant informed that earlier talks re. using an alternative vehicle access point at Hardres Court Road were turned down by Highways. The applicant, Cllr Nick Waldron, stated categorically that he has no business links with the owner of the Hop Pocket.

4.2 Planning application 19/10116 Land Off, Pett Bottom Road, Lynsore Bottom:

Several parishioners raised objections to this application relating to noise pollution from barking dogs; increase in vehicle movements; speed of vehicles; location in AONB and SSSI; proximity to Local Wildlife Site (LWS) and bridleway.

5. Matters Arising from meeting held on 12.11.19

12.11.19_5

5.1 Land in Pett Bottom used for a dog training facility (see planning application, item 6.2).

5.2 Potential issues relating to Councillor Abstentions and Declarations of Interest on Agenda items:

As a small parish council with only 5 councillors (limit set by CCC), it is inevitable that, at times, one or more councillors may need to abstain from a vote due to a conflict of interest (eg. their own or a neighbour's planning application). In the extremely rare event of a vote being tied, the Chairman has the casting vote.

5.3 Safety of trees on Hardres Ct Rd (beyond Bow Hill towards Canterbury):

KCC Highways Steward reported the trees are privately owned, and in two years, the landowner has been requested to have them site checked twice (mainly due to height over carriageway - a bus route). If there are concerns about a specific tree, the landowner can be requested to check it. KCC Highways do remind landowners that they have a duty of care to inspect their trees that may cause a hazard to highway users. The parishioner who raised this issue met with a rep from the KCC Landscape Team on 10 Jan when these trees were inspected. It was confirmed the rep would be writing to the landowner to request they chop down two rotten trees and take remedial action on the other trees that need attention, within the next 28 days.

5.4 Planning application CA/19/01902 Land at The Street, Bossingham:

A representative of 'Saving Stars' group (45 members) attended and informed they have provided a document objecting to this planning application. Further issues relating to the proposal were highlighted.

6. Development Management & Planning Applications

12.11.19_6

Planning applications may be viewed online at:

<https://publicaccess.canterbury.gov.uk/online-applications/search.do?action=simple>

6.1 19/10159 Great Bossingham Farm, Manns Hill, Bossingham CT4 6EB

Proposed 5 no dwellings and a workshop together with new access and parking following demolition of existing agricultural buildings.

Comments to CCC by 24.01.2020

- 6.2 19/10116 Land Off, Pett Bottom Road, Lynsore Bottom, Upper Hardres CT4 6EQ
Retrospective application for Change of Use from agricultural field to a dog walking field with associated hardstanding, access and fencing.
UHPC Objection (see Appendix)
- 6.3 19/10031 Farncombe, Manns Hill, Bossingham CT4 6ED
Proposed swimming pool and outbuilding in rear garden
UHPC No Objection, on condition noise from the outbuilding/pool-house does not disturb neighbours.
One Abstention
- 6.4 CA/19/02098 1 The Cottage, Manns Hill, Bossingham CT4 6EB
Proposed single-storey rear extension and roof extension.
CCC GRANTED
- 6.5 CA/19/01902 Land at The Street, Bossingham, Upper Hardres
Proposed erection of 4 no. detached two-storey dwellings together with double garages and new vehicular access to The Street, Bossingham.
UHPC comments submitted to CCC (see Appendix). Awaiting decision from CCC
- 6.6 CA/19/01957 Woodlands, Manns Hill, Bossingham CT4 6ED
Proposed first-floor extension and single-storey rear extension following demolition of existing conservatory together with alterations to the front elevation and materials.
CCC GRANTED
- 6.7 CA/19/01867 Clearvu, Manns Hill, Bossingham CT4 6ED
Proposed single-storey rear and side extension with dormer to rear elevation.
CCC GRANTED
- 6.8 CA/19/00490 Land rear of 2 Westfield Cottages, Hardres Court Road, Upper Hardres CT4 6EA
Proposed 2-storey detached dwelling with asso. car parking following demolition of garage and timber sheds.
CCC REFUSED

7. Highways

12.11.19_7

- Potholes: Parishioners may report potholes directly to KCC - <http://www.kent.gov.uk/roads-and-travel/report-a-problem>
- 7.1 Hardres Ct Rd/Bursted Lane flooding: Reported on 17.12.19 following parishioner's report of flooding, dealt with by Highways Steward. To report - flooding in place today, also across Hardres Ct Rd near Two Acres.
- 7.2 Manns Hill surface repair works: No further works scheduled.
- 7.3 Hedge on Manns Hill: Chairman will request owner addresses hedge trimming before nesting season to avoid problem caused by overgrown hedge in 2019 (Minutes 10.9.19_7.3).
- 7.4 Parking: a parishioner reported poor visibility when joining The Street from Homeside Farm caused by vehicles parking too close to the junction (Highway Code states 10m away from junction). Advice was sought from CCC and PCSO will check when on patrol. Double yellow lines may be considered.
- 7.5 Pavement near school: Debris littering the footpath after hedge trimming to be reported.

8. Reports

12.11.19_8

8.1 Footpaths

See Appendix for report from Footpath Warden, Rob Veltman.

8.2 Trees

Two quotes received to date to undertake a thorough inspection of Parish Council owned trees and to provide written report on their condition along with recommendations for their immediate and/or future management if required. Awaiting one more quote.

It was resolved to accept the cheapest, most local, suitably qualified and Professional Liability insured quote.

8.3 Bossingham Village Hall Management Committee

It was resolved to suggest an application for funds is made to annual the UHPC Parish Grant Awards. In the meantime, two councilors offered to provide refreshments for a one-off trial meeting at the VH for older members of the village for tea, biscuits and social interaction.

See Appendix for report from BVHMC.

8.4 **Bossingham Playing Field**

It was resolved to request a reduction in the quotation to include mowing in grounds maintenance contract and to discuss with BVHMC.

- No Dogs sign broken off gate post again; to be replaced and more permanent signage solution investigated.
- 3.12.19 email received reporting dogs seen being exercised on playing field; further note in H&SN to remind parishioners that no dogs are allowed on playing field.

9. **Finances**

12.11.19_9

9.1 Balance of Accounts at 14 January 2020:

Current account balance £2,361.02. Deposit account balance £13,564.03. Total funds £15,925.05.

9.2 Receipts and payments since last meeting: see Appendix for cashbook extract and Bank Reconciliation.

9.3 Expenditure due before next meeting:

C Hamilton	Clerk's Salary	January	£ 286.00	
	Travel expenses	January meeting	£ 14.40	
	Clerk's Salary	February	£ 286.00	
Wraights	Grounds Maintenance	January	£ 244.80	vat £40.80
	Grounds Maintenance	February	£ 244.80	vat £40.80
BVH	Annual hall hire	2020	£ 119.00	
BVH	Defib electricity	2020	£ 20.00	
	Laptop and associated software purchase for Clerk's use, up to	£ 300.00		>£300 to be approved

It was resolved to approve expenditure. Proposed by Cllr Nick Waldron, seconded by Cllr Robert Quincey, approved by Chairman.

9.4 Precept 2020/21 request of £5,512 approved by CCC. UHPC has the lowest precept in Canterbury district.

10. **Village Tidy Day**

12.11.19_10

10.1 Ongoing

11. **Bossingham Oak tree wood**

12.11.19_12

11.1 Cllr Rob Quincey has arranged for local company, the Oak & Rope Company, to supply letter carving for two marker posts. Cllr Nick Waldron has cut four 7"x7" posts from the tree trunk which will be delivered to Oak & Rope Company on 24 Jan to be carved. Due to be returned on 31 Jan.

12. **Correspondence received**

12.11.19_13

- PCSO Report: December 2019
- CCC: Invitation to February stakeholder event re. the Council's Corporate and Local Plans and 'vision' for short and longer term future of our city and wider district - Chairman to attend
- Kent Downs AONB: Tree packs for PCs, for £101.25: 45 cell-grown saplings approximately 20-60cm in height, 15 of each species; 45 x 1.3m hardwood stakes; 45 x 1.2m tubex shelters; Planting guidance.
- Folkestone & Hythe District Council: Places and Policies Local Plan - Main Modifications Consultation (Under the Planning and Compulsory Purchase Act 2004 (as amended) Section 20 (7C) and Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012)
- Agenda for CCC Rural Forum: Monday, 20th January, 2020, 6.30 pm
- Kent County Council: Select Committee on Affordable Housing (submissions no later than 9 Feb)
- KCC Parish Highways Improvement Plan
- Canterbury Air Pollution Case Update & Request for Further Funding
- Manston Airport Airspace Design Principles - seeking your comments and feedback by 12:00 on 17.1.2020.

13. **Christmas Lights**

12.11.19_14

13.1 Risk Assessment was carried out and it was deemed unsafe to fit lights on the tree outside the VH. Enquiries will be made into possible solar powered lights and a donated tree for December 2020.

14. **Defibrillator**

12.11.19_15

14.1 Signs received and to be fitted.

15. **Noticeboard and Signage repairs**

12.11.19_16

15.1 Hop Pocket noticeboard replacement is in hand.

15.2 Repair needed to UH Church shared noticeboard is on hold.

15.3 Restoration of Bossingham sign on triangle at Lime Kiln Lane/Hardres Court Road is in hand.

16. Website and GDPR

12.11.19_18

- 16.1 **It was resolved** to purchase replacement laptop for Clerk's PC use, up to £300 including asso. software.
- 16.2 Clerk to liaise with HugoFox re. new, fully Accessibility Regulation-compliant PC website template.
- 16.2 **It was resolved** that Chairman will establish this separate email address for all parish council business: chair.uhpc@gmail.com

17. The Hop Pocket

- 17.1 Response received to letter to owner in November requesting information on short and long-term plans.

18. For information

12.11.19_19

- 18.1 KCC 'Parish Highways Improvement Plan': This scheme has been in place since May 2019 and provides an opportunity for Parish Councils to engage with their residents to identify highway priorities in their area and then work with KCC on what highway improvement(s) could be taken forward in their area and how this might be funded.
Supplementary Procedure Note from KCC and Template Parish Highways Improvement Plan have been circulated to councillors for inclusion on next Agenda.
- 18.2 KALC Community Awards Scheme: Nomination submitted.
- 18.3 UHPC Community Award 2019: certificate signed for Bruce & Emma at Stelling Minnis Stores.
- 18.4 Speedwatch: Chairman liaising with PCSO.
- 18.5 NHW: Paul Dimmock is the new UHPC and SMPC NHW coordinator.
- 18.6 2020 meeting dates as follows: 10 March; 12 May (Annual Meeting of the Council at 7pm followed at 7.30pm by Ordinary meeting); 19 May (APM); 14 July; 15 September; 10 November.
- 18.7 Next PC meeting: 10 March 2020.

Cllr Janice Rosen left the meeting at 8.45pm.

The meeting closed at 9pm.

Appendix

6.2 UHPC response to CCC re. planning application 19/10116 Land Off, Pett Bottom Rd, Lynsore Bottom

Upper Hardres Parish Council OBJECTS to this planning application due to:

Location in North Downs AONB and SSSI

Change of use from agricultural to a dog walking facility is out of context in this AONB and SSSI, and the proximity to a Local Wildlife Site (LWS) and bridleway is unacceptable.

The location in the North Downs AONB is inappropriate. It disturbs the tranquility of the area and does not meet The Kent Downs AONB objectives to maintain the remote undeveloped characteristics of a valley.

Intrusion into the countryside

Fencing erected at the site is not characteristic of this rural area and established hedging has been removed. If acoustic fencing were to be installed, this would have a further detrimental impact on the appearance of the area.

The car park and gates have a detrimental visual impact on the environment.

It is understood that sheep are grazed in adjoining fields; the presence of dogs is incompatible with sheep grazing.

The CCC Draft Open Space Strategy highlights Lynsore Bottom as a site protected for wildlife interest. The fields in this application are situated between the SSSI at Atchester Wood and Frayne Park and the Local Wildlife Site of Covert Wood. The adjoining Quilters Wood is a Local Wildlife Site.

Lack of economic benefit to local people

This facility is not used by local people, is of no benefit to local people, and is detrimental to the lives of local people.

Established sheep grazing is being affected.

Highway safety

This straight stretch of Pett Bottom Road (a rural, single track lane) has a 60mph speed limit. In 2018, Upper Hardres Parish Council arranged for the installation of Village Gateway signs on Pett Bottom Road in direct response to concerns highlighted by local residents at the speed of vehicles using this road. The speed limit could not be reduced, and these signs are to alert drivers to drive carefully in Lynsore Bottom. These were considered to be reasonably effective.

However, since the site has been in use, there has been a sharp increase in vehicle movements and speeding vehicles, putting other road users at risk. The increase in traffic is in addition to local vehicle movements which includes agricultural vehicles.

It is understood that vehicles travel some distance to use this site which has led to increased traffic volumes, concerns over environmental impact and road safety for all.

Cycle route 17 runs along Pett Bottom Road and, as Pett Bottom Road is narrow with few passing places, there is increased risk to cyclists from the increase in vehicle movements.

Horses being ridden nearby have been spooked by barking dogs, putting their riders at risk.

Significant increase in noise

Due to the geographical situation in a valley, noise from barking dogs and calls from their owners is amplified through the valley.

Traffic noise has increased.

6.5 UHPC response to CCC re. planning application 19/01902 Land at The Street, Bossingham

Upper Hardres Parish Council finds this application raises a number of issues in need of attention and clarification before a clear decision to support or object can be made:

Vision Splay

Does the vision splay indicated meet KCC Highways standards? It is situated dangerously close to the entrance/exit to Bossingham Village Hall and the entrance/exit to Homeside Farm on the opposite side of the road which, due to the construction of a new garden wall and cars parked along The Street, now has limited visibility.

Lack of Infrastructure leading to increased vehicle movements

Due to no shopping facilities in Bossingham, a closed public house, and an infrequent bus service, car journeys are a necessity.

Due to vehicles parked on both sides of The Street, this major artery through the village is now effectively a single lane, causing vehicles to reverse to allow oncoming traffic through. Daily increased vehicle movements from the development will exacerbate this problem.

School traffic to the nearby Stelling Minnis Primary School and Stelling Minnis Pre-School boosts the number of vehicle movements twice daily. Some school traffic parks at the Village Hall car park and children are walked to school along The Street which is only partially paved. Any increase in traffic will be a hazard to pedestrians. A traffic survey should be undertaken at peak times (7.45-9am and 3-4pm) when vehicle movements on The Street are at their highest. It should be noted that some vehicles passing through Bossingham regularly exceed the 30mph speed limit at any time.

Parking

The vehicle parking allocation for each proposed dwelling shows 2 vehicles per property in a rural area as per the KCC Guidance Table for Residential Parking. This may need to be reviewed as a family in a 4/5 bedroom house can be expected to own two cars minimum, more if older children are living at home. This increases vehicle movements in Bossingham.

Parking spaces opposite The Terrace must be preserved for residents' use. Unfortunately, Upper Hardres Parish Council's suggestion of the provision of angled parking along The Street opposite The Terrace to accommodate more residents' vehicles has not been included.

Further parking provision is essential, particularly as the size of the proposed dwellings could see sizeable increase to vehicle numbers.

The highway immediately adjacent to the planned development is often difficult to negotiate as parked cars effectively block the view. It is common for delays to occur, particularly with refuse collection, school pick-up and drop-off, deliveries along with normal traffic movement.

Additional traffic could worsen the position further.

If the development were to go ahead, a designated, safe, fenced area for construction and site vehicles to park must be provided; the Village Hall car park must not be used at any time by any site traffic.

Refuse collection

Where will refuse and recycling bin collection points be? How will refuse vehicles access this without further blocking The Street? Has sufficient turning space for refuse vehicles been considered?

Heating supply

Is heating proposed to be oil, LPG, electric?

If oil, how will oil tankers reach properties for delivery without blocking The Street?

If LPG, where is safe storage for tanks to be?

Water supply and drainage

Can the current services cope with water and waste supply for four houses with multiple bathrooms?

Emergency access

How will ambulances and KF&RS vehicles access the properties in an emergency?

Proposed access road to Stars field

There is already an access road to Stars field from Manns Hill, therefore a second access point adjoining Bossingham Village Hall car park is not felt necessary.

Affordable housing

Despite eleven requests for affordable housing on the Housing Needs Survey carried out in 2017/18, the parish council has not received any subsequent communication from interested parties. UHPC has arranged for residents of Upper Hardres to apply for access to affordable housing in the neighbouring parish of Stelling Minnis, where it is understood there is low demand.

UHPC suggestion of semi-detached dwellings

UHPC's suggestion of one of the four dwellings being semi-detached has not been included. This is disappointing, as two smaller dwellings would have appealed to a broader housing market.

8.1 Footpath Warden's Report

Obstruction on CB375 of three fallen tree trunks (originally reported on 6.7.19), re- reported on 30 Dec, plus a further obstruction of thickly interlaced branches completely blocking normal walking progress on the same footpath. Both these obstructions are serious and potentially hazardous for any walker. The older obstruction, is located where CB375 rises out of Bursted Wood to begin to descend to Lynsore Bottom on Pett Bottom Rd. The more recent one is about 100 metres above Pett Bottom Rd.

I have been in communication with Parish Clerk, and KCC PRow official Louise Adams about these obstructions. At a meeting of local footpath officers at Brabourne on 10.11.19 I was told by the KCC official that removal of fallen trees from public rights of way is the responsibility of the landowner (Highways Act 1980 s154). I have no information as to whether the landowner or landowners in question have been contacted about these matters.

CB375 is a fine, woodland arterial footpath, which links with other PRow's which lead to Bishopsbourne and Bridge, with PRow's leading southwards to Bossingham and Stelling Minnis, and with PRow's going west towards Petham and south-west towards Elmsted. I would hope that my next report will have the news that these obstructions have been removed and that this footpath can be accessed along its whole length by all walkers from the parish and beyond.

I will inspect the problem I reported for the last meeting of obstructive vegetation on the Unclassified County Road UU11610, aka Cat's Wood Path, leading from Lime Kiln Road junction to Bow Hill. KCC Highways had promised to see to this problem.

8.3 Bossingham Village Hall Management Committee report to UHPC from Gabby Fisher

At the end of last year, we received notification that an application made by the Parish Council for a CCC Capital Grant for 2020/21 was successful and the Hall will receive £1,596 in April. The Committee have continued to look at ways to increase the usage of the Hall and have started fundraising to help cover the running costs and add to the above grant to improve and update the kitchen. New bookings have been received since the start of the new year.

In November, we held our first pop up Sunday Lunch with Kim's Cookery School which was followed up with a sumptuous Christmas Dinner in December. Both were a great success and thank you Kim and her team and to everyone who came along to enjoy the good food and help raise funds for the Village Hall. A good time was had by all.

We now have an on-line booking system <https://hallbookingonline.com/bossingham/>
This will enable people who are looking to book the Hall to easily check availability and book their event directly. We are in the process of adding new photos, forms, licence details etc. which again, will all help towards increasing our reach for advertising what is available at the Hall. Thanks to Nikki Gordon for setting this up.

Dan Hamlin stepped down as Treasurer at the end of the Financial Year on 31st December 2019. Dan has done a wonderful job of keeping all the Accounts in order for many years and on behalf of the Committee, I would like to thank him for all his has done for the Village Hall. Linda Warner has agreed to take over the role of Treasurer.

Future Events

Ideas are currently being discussed to join in with the VE Day celebrations on Friday 8th May 2020. Further details will follow but initial thoughts are for a 1940's theme/Black Tie Evening Ball in the Hall with food, bar, live music, entertainment and so on. If anyone can help or has any ideas, please get in touch with a member of the Committee or leave a comment on our Bossingham Village Hall Facebook Page.

We are also looking at setting up a regular get together for residents who could benefit from having a chance to come out and meet up with others for a cuppa and a chat. Neil McMillan (Committee Member) has been in touch with Age Concern and would be interested to hear if this is something people would like to do and gauge reaction. We are aware there are other similar groups running locally. The idea would be not to clash with what is already available but for this to be another option in the local area to come along to. Transport to and from the Village Hall would be available. Please ring Neil on 01227 709518 or email him at neil756@msn.com with any thoughts, suggestions etc.

Windmill Fete

The date for this popular event is Saturday June 27th. Planning for this year is under way and many of the regular attractions and stalls will be returning. Full details of the day will be shared in the next couple of months, however, make sure you have the date in your diary and if anyone is interested in volunteering on the day to help with parking etc, please get in touch with one of the Fete Committee members or through the Stelling Minnis Windmill Fete Facebook page.

9.1 Bank Reconciliation 12 November 2019 – 14 January 2020:

Current Account:	£	£
Balance as current account at 14.01.2020	2,361.02	
<i>The net balance reconciles to the Cashbook (receipts & payments account) as follows:</i>		
Balance brought forward at 12 November 2019	3,832.89	
ADD: receipts 13.11.19 – 14.01.2020	0	
LESS: payments 13.11.19 – 14.01.2020	1,471.87	
<u>Closing balance at 14 January 2020</u>		<u>2,361.02</u>
Deposit Account:		
Balance brought forward at 12 November 2019	13,557.04	
ADD: receipts 13.11.19 – 14.01.2020	6.99	
LESS: payments 13.11.19 – 14.01.2020	0	
<u>Closing balance as statement at 14 January 2020</u>		<u>13,564.03</u>
<u>Total funds at 14.01.2020</u>		<u>£15,925.05</u>

9.2 Cashbook extract Receipts and Payments since last meeting:

NOV						
4	C Hamilton	Reimbursement: Tree Forum ticket for J Pitcher		15.00	REIMBURSEMENT	3,832.89
25	C Hamilton	Salary 8/12		286.00	SALARY 8/12	
25	C Hamilton	Travel exp. BVH meeting 19.9.11		14.40	TVL EXP BVH	
25	C Hamilton	Travel exp. Nov meeting		14.40	TVL EXP NOV	
25	C Hamilton	Expenses 1 April - 30 Sept	EXP	120.67	EXP 1APR-30SEPT	3,397.42
25	H&S News	Expenses UHPC 2020 subs	EXP	16.00	UHPC SUBS 2020	3,381.42
DEC						
17	Wraight's	Grounds Maintenance Oct & Nov	CFF	489.60	INV 1361 OCT NOV	
17	C Hamilton	Salary 9/12	SALARY	286.00	SALARY 9/12	2,605.82
JAN						
13	Wraight's	Grounds Maintenance Dec	CFF	244.80	INV 1368	2,361.02