

Upper Hardres Parish Council

Chairman Paul Gordon

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

Minutes of meeting held on Tuesday 14 September 2021, 7.30pm, at Bossingham Village Hall

1. Attendance and apologies for absence

Attending: Chairman Paul Gordon, Cllrs Angela Waldron, Mick Broughton, Nick Waldron, Robert Quincey, Clerk/RFO Clare Hamilton, John Pitcher *Tree Warden* and 2 members of the public.

Apologies: Gabby Fisher *BVHMC*, Rob Veltman *Footpath Warden*, Rob Thomas *CCC*.

2. Acceptance of Minutes of previous meeting

It was resolved unanimously to accept the minutes of the meeting held on 13.07.21 as a true record.

3. Members' declarations of interest on Agenda items

Cllrs Nick Waldron and Angela Waldron item 6.8.

4. Public participation on Agenda items

Stone Street speed limit: A member of Petham Parish Council attended and outlined Petham PC's efforts for reduction of the speed limit on Stone Street from Stoneway Park (opp. Lime Kiln Lane) to Thompsons Garden Centre. This 'zone' borders four parish councils: Petham, Upper Hardres, Stelling Minnis, Waltham.

A Traffic Regulation Order for Stone Street has been put in place and if approved by KCC Highways, a budget will be required to carry out changes for signage, road markings, village gateways, etc. Rough costs were outlined and bordering parish councils are being asked to consider a contribution.

Timing would be end of 2022 as KCC Highways budget is allocated for this year.

5. Matters Arising from meeting held on 13.07.21

a. Parking: The PCSO has been contacted on several occasions following the May meeting and was hoping to visit on 9 Sept to assess the situation at junction of The Street and Homeside Farm. It was reported that the situation has since improved, but some drivers persist in parking illegally.

This matter prompted a discussion on the provision of more parking space for residents which will be included on the next Agenda.

b. Responses to draft drawing from the Hop Pocket: Chairman received some feedback from parishioners and has spoken again to Hop Pocket owner who is still not certain of future plans and is still considering options, including possible sale of the pub but expressed an intention to retain some land.

The pub is registered as an Asset of Community Value.

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, Bossingham CT4 6ED | <i>Generally Acceptable. Awaiting CCC decision</i> |
| | | Entrance wall and gate to front of property | |
| 6.2 | CA/21/01583 | May Cottage, The Street, Bossingham CT4 6DX | CCC GRANTED |
| | | First-floor side and rear extension together with extension of garage by 1.8m | |
| 6.3 | CA/21/01372 | Orchard House, Manns Hill, Bossingham CT4 6ED | <i>Generally Acceptable. Awaiting CCC decision</i> |
| | | Two-storey outbuilding for use as ancillary accommodation & garage following demolition of existing building | |
| 6.4 | CA/21/01347 | Windfield, Manns Hill, Bossingham CT4 6ED | CCC GRANTED |
| | | Rear dormer and rooflights to front together with partial use of garage as ancillary accommodation | |
| 6.5 | CA/21/01288 | 2 Dene Farm, Manns Hill, Bossingham CT4 6ED | CCC GRANTED |
| | | Erection of single-storey detached outbuilding | |

- 6.6 **CA/20/02857** Court Lodge, Manns Hill, Bossingham CT4 6EB *Should be Refused. Awaiting CCC decision*
Erection of two-storey detached dwelling with associated parking, access and landscaping
- 6.7 ***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
- 6.8 ***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

**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.*

7. Highways

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

- Chairman and Vice Chairman will report numerous potholes to Highways
- Pett Bottom Road was closed 03.08.21, between the junctions with Lynsore Court and Manns Hill, estimated completion by 05.08.21
- a. A Councillor held an informal meeting with County Cllr Mike Sole on 2 August and queried the possibility of a new access road for developments. Feedback is that, if a developer supplied funds for a new road Highways would consider this, but Highways will not fund.
- b. Highway Improvement Plan (HIP): Information and guidance on HIP has been circulated to councillors. A HIP has not been completed to date due to the high costs quoted for any works. If a Neighbourhood Plan Committee is formed, a HIP could be part of their investigations.
- c. **It was resolved** to keep in touch with Petham PC about any developments regarding a possible UHPC contribution to costs towards a reduction of speed limit on Stone Street. Chairman to make Stelling Minnis PC aware of this matter.

8. Reports

8.1 City and County Councillors

- see Appendix

8.2 Footpaths

- see Appendix
- Fallen tree blocking path: correct owner identified and contacted.

8.3 Trees

- John Pitcher, Tree Warden, highlighted litter problem on Playing Field and VH: this has now been dealt with. Cllrs thanked John for his planting at the VH entrance; he hopes to start a planting project with the school in November and is waiting to hear from the Woodlands Trust if saplings are available.

8.4 Bossingham Village Hall

- As UHPC pays for grounds all maintenance, PC hire fee for meetings is now waived.
- CCC has awarded a Capital Grant of £1,100 towards new patio doors, received 5 Aug.

8.5 Bossingham Playing Field

- a. Annual Safety Inspection: Annual inspection carried out by The Play Inspection Company on 17 August and report circulated to councillors. Minor remedial/maintenance work needed to some equipment and fence repairs are needed. **It was resolved** to review matters requiring attention.
- b. Litter Bin: On 04.09.21 the overflowing bin was highlighted on the SM & Bossingham Facebook page. It appeared the owner of a vehicle from the VH car park had filled the bin despite it being for general playing field litter only. A commenter on the post kindly reported it to CCC, case number IWB0000379. This was not actioned by CCC therefore Cllr Angela Waldron cleared up the rubbish, bagged it and stacked for collection. It was reported again to CCC case number IWB000044 and bin has now been emptied and rubbish bags removed.
To save time, members of the public are urged to use [this reporting link](#) for problems with public litter bins and dog waste bins.
- c. Waste collection reporting: Playing Field page has been added to the PC website with a link to 'Reporting a problem with a public litter bin' to CCC.

- d. Gate post: Post replaced and gate closing correctly, waiting for invoice.
- e. Picnic tables: John Pitcher has repaired picnic tables.
- f. Dog waste bin near VH: Broken support and overfull. Reported to CCC on 15.8.21 ref IWB000047, and again on 10.9.21 ref IWB000047. CCC responded 13.9.21 to say it would be repaired.

9. Finances

- 9.1 Balance of Accounts and Bank Reconciliation at 14 September 2021:
Current account £5,791.20, Deposit account £10,944.49. Total funds £16,735.69.
- 9.2 Receipts and Payments since last meeting: see Appendix for Cashbook extract and Bank Reconciliation
- 9.3 Expenditure due before next meeting

	Gate post replacement	£ <i>tbc</i>
C Hamilton	Salary Sept	£ 293.80
C Hamilton	Salary Oct	£ 293.80
C Hamilton	Travel exp Sept meeting	£ 14.40
Wraights	Grounds maintenance Aug	£ 304.80 <i>vat £50.80</i>
Wraights	Grounds maintenance Sept	£ 304.80 <i>vat £50.80</i>
Wraights	Grounds maintenance Oct	£ 304.80 <i>vat £50.80</i>
BVH	Hall hire for Neighbourhood Plan event in Oct	<i>tbc</i>

It was resolved unanimously to approve expenditure, approved by Chairman.

10. Bossingham Marker Posts

The second post will be installed by the school. Thank you to the Oak & Rope Company for the carving.

11. Neighbourhood Plan

Cllr Mick Broughton and volunteers carried out canvassing re. a possible Neighbourhood Plan for the parish between 14-21 August. Leafleting was extended to the entire parish and responses were received from the Bossingham village area, none from outlying areas of the parish. There are currently 3 volunteers plus one Councillor willing to form a committee.

A resident was thanked for providing a copy of their thesis: this will provide good reference material for a plan. A public meeting will be held at the Village Hall on 19 October (*tbc*) to view old photos of Bossingham and to gauge support from villagers for a Neighbourhood Plan Committee.

Councillors will make decision on moving forward with a Neighbourhood Plan at the November PC meeting.

12. GDPR

There have been several new additions to the parish email list.

13. CCC Concurrent Functions Funding Audit

CCC's Community Committee report was due to be presented at Policy Committee on 5 July. No further details have been received on the future of CFF.

14. The Hop Pocket

Discussed under item 5b.

15. For information

- Broadband: Chairman will provide an update on Openreach
- KALC Clerk's Conference: Tuesday 28 September online, Clerk not attending this year
- Waste Collection issues: specific waste collection problems can also be emailed to -
Ward councillors Robert Thomas robert.thomas@councillor.canterbury.gov.uk
and Matthew Jones-Roberts Matthew.Jones-Roberts@councillor.canterbury.gov.uk
CCC Councillor Ben Fitter-Harding leader@canterbury.gov.uk
or
andrew.cook@councillor.canterbury.gov.uk CCC lead councillor on waste.
- Next meeting: 16 November 2021

Meeting closed at 9.10pm

Appendix

6.1 **CA/21/01950** Woodlands, Manns Hill, Bossingham CT4 6ED. Entrance wall and gate to front of property Upper Hardres Parish Council finds this application to be Acceptable. Councillors ask that neighbouring planting is respected and undisturbed during any construction.

8.1 **City & County Councillors** **County Councillor Mike Sole report September 2021**

An update on what I have been doing in July & Aug:

Parish tours – My walks around the parishes with parish councillors and clerks have continued and I have been pleased to have had meetings in Adisham, Kingston, Bossingham, as well as a specific meetings in Littlebourne to review drains and Bridge on traffic issues.

River Stour Internal Drainage Board – I have been appointed by Canterbury City Council to the River Stour Internal Drainage Board.

Highways Improvement Plans – As well as an on site meeting with KCC to progress a footpath in Bekesbourne from Aerodrome Road to Chalkpit Farm, I have had a HIP progress meeting about the status of all 16 parishes.

Adisham Big Breakfast – I attended the Big Breakfast, which was a tremendous success and was kindly provided with a table to discuss issues with residents. I have also been to Barham Coffee Stop and I am always pleased to hear about similar events going on in the area so that I can meet with people and listen to any issues that they wish to discuss.

PCSO meetings – I have met with the PCSOs covering Little Stour & Adisham and Nailbourne Wards. In particular we have discussed what can be done about speeding in Littlebourne.

Covid Recovery Grant – over the last two months I have been delighted to be able to assist with grants to Barham Football Club (defibrillator), Adisham Village Hall (dishwasher) and Petham PFTA. I am working with a number of other groups on further grants

Highways England (HE) – I have had productive conversations with HE about speed reductions on the A2 near Ileden, Black Robin Lane and Out Elmstead. I was also able to arrange for the vegetation on the A2 pavements and bus stops to be cut back.

Drainage – I have followed up nearly 20 drainage issues across the area with the KCC drainage team, in particular Bishopsbourne, Adisham and Littlebourne.

KCC household waste sites – KCC are consulting on the appointment system in place at Household Waste Sites www.kent.gov.uk/wasteconsultation

Canterbury City Council Local Plan – After significant concerns were raised about the potential of the emerging Local Plan to include a huge expansion of Aylesham into Womenswold Parish, I arrange a meeting in Woolage Village that was attended by about 100 residents.

8.1 **Canterbury City Councillor Robert Thomas**

CCC - The consultation on the change of governance at CCC is still open with details at <https://news.canterbury.gov.uk/consultation-item?id=1&r=39>

Lots of work has been going on at CCC to look after the Afghan arrivals. The team have worked hard and some of the arrivals have moved on from the hotel accommodation to privately rented accommodation.

KCC - I am now chairing the Pension Board which is a scrutiny function of the Superannuation Pension Scheme. A recent audit and findings will allow the board to help shape the future of that function.

KCC has been consulting on its budget, the booking system at Household Waste Recycling Centres and other issues. All of which can be seen at <https://letstalk.kent.gov.uk/>

Much like CCC KCC has been facing challenging circumstances with arrivals more specifically unaccompanied asylum-seeking children. Latest news can be read at <https://kccmediahub.net/>

8.2 Footpaths Robert Veltman UH Parish Footpath Warden 7th September 2021

Report of the UH Parish Footpath Warden for the parish council meeting on 14/09/21 Agenda item 8.2 covering the period since 13/07/21 until 07/09/21

Since the last parish council meeting on 13/07/21 I have focused attention on outstanding footpath problems in UH.

On 2nd August I had a meeting with County and City Councillor Mike Sole, whom I conducted on a short tour of UH paths, starting at the Village Hall, taking CB378, HE2, HE4 and CB379 to Lime Kiln Lane, where I showed him the pipe discharging water down the path on U11610. We walked along the main street and across Stars Meadow on CB377 back to the Village Hall. I drew his attention to the perennial flooding problems on CB378, opposite the Village Hall, and to the initiative taken to create a temporary, informal diversion to obviate the area of flooding. I also mentioned to him the lack of action by landowner with regard to the treefall obstruction in Bursted Wood on CB375. On returning to the Village Hall I showed him the termination of CB376 by the Scout Hut on Mann's Hill, by then cleared of vegetation overgrowth by a local parish team.

On Thursday 29th July I walked several of the footpaths in UH and came across the following faults, which I reported to KCC/PRoW and KCC/Highways, respectively:

I reported on 29/07/21 to KCC/PRoW two faults on CB374 in Bursted Wood Refs: 210741451 in Bursted Wood Ref:210785316 (fallen trees blocking easy access); and; re-reported the massive, obstructive treefall on CB375, also in Bursted Wood Ref:21073175. In all cases, the website responds that the landowner is to act ('Landowner Action'). Note that the fault on CB375, has remained unremedied, since first reported nearly two years ago, although the landowner phoned me on 18th May 2020 to assure me that the work would be carried out.

I also reported to KCC/Highways two problems on the Unclassified County Road U11610:

on 29/07/21, considerable overgrowth of vegetation Ref:588341; and, on 03/08/21, the continued discharge of water from the large pipe on the west side near the termination of Lime Kiln Lane Ref:589633. The discharge trickles out of the pipe, down the gully in centre of the path as it descends northwards. It is likely to increase in volume in rainier months and hinder public access even more than it does now. This drainage problem was first reported by me to KCC/Highways in 2014, but despite KCC intervention the flow has resumed. I re-inspected the site of this discharge problem on 31/VIII/21 and found that the outflow continued as noted earlier.

On Tuesday 7th September 2021 I called KCC/Highways on 0300 41 81 81 and spoke with Abby, informing her of my above reports on U11610 of a month previously, and inquiring about progress on them. Abby of KCC/Highways called up my reports, and noted that following inspection, they were awaiting action, and agreed to tag the reports with a request for action by the 'soft landscape' team (Ref:588341) and the drainage team (Ref:589633) on them. I offered to assist with site visits, if required.

My thanks to the Parish Clerk, the Chair of the Parish Council, and the parish councillors and residents for their support in assisting in the maintenance of the parish footpath network.

UPDATE 13.09.21:

I received this morning (Monday 13/09/21) a call from Mr. Peter Kinsella of KCC Highways about problems affecting the above mile-long path, an Unclassified County Road (UCCR).

Mr. Kinsella's call was in response to my recent reports regarding:

obstructive overgrowth of vegetation on the path (Ref:588341) and continued water discharge from a pipe on the western side of path by Little Bossingham Farm close to the termination on Lime Kiln Lane (Ref:589633).

He has inspected the above faults and has discussed them with his manager. The decision of KCC Highways is to cancel action by KCC Highways soft landscape team on the vegetation matter (Ref: 588341) owing to its low priority; and, to refer the water discharge problem (Ref. 589633) to their drainage team.

Re: vegetation obstruction matter: Mr. Kinsella stated that KCC Highways would have no objection to an initiative by volunteers to clear the vegetation - and asked that if this is done, KCC Highways should be informed. He added that the low prioritisation of this matter is due to lack of finances. His personal opinion is that this path should be the responsibility of KCC Public Rights of Way rather than KCC Highways. He refused my request to give any time or date when this clearance work is likely to be carried out, I objected to the removal of my report on vegetation obstruction from KCC Highways action plan, saying that KCC Highways a) has a legal duty to maintain public access along their roads, of which U11610 is one, by removing obstructions to such access; b) the public, including the residents of the parish, pay council tax for this purpose; c) access to this fine path is important for welfare of the public; and, d) In the past 10 years, since I became parish footpath warden for UH, KCC Highways, has always responded promptly and effectively to clearing obstructive vegetation from this path. I was even able to name the officer who dealt with these problems in the past, Mr. Ian Hayne. In summary, KCC Highways will not carry out the vegetation clearance action under present circumstances. Their drainage team will be informed of the water discharge problem.

8.4 Bossingham Village Hall Update September 2021

The Hall continues to thrive with regular bookings everyday except for Tuesday. Ad hoc bookings for parties etc. are also being made which is really encouraging. This has significantly improved the financial situation and the Village Hall Committee will continue making the necessary improvements to update and modernise the hall to ensure it remains an essential hub for the Community.

Our Treasurer is currently away, so I don't have an update on the query regarding Subsidence Cover being stopped when we renewed our insurance cover. This was due to not providing a new full structural survey which had been requested by Aviva. Linda Warner is looking into this and what the implications are for the Hall.

The Planning Application has been submitted for the Patio Doors. The Village Hall Committee would like to thank the Parish Council for covering the costs associated with this. *(nb. the Parish Council successfully applied for a Canterbury City Council Capital Grant for this cost)*

The rubbish at the rear of the hall has been cleared and signs will be placed in the hall to remind people to take their rubbish away with them. With regards to the weeds, if Wraights could spray some weed killer that would be appreciated. I hope to have more to report on at the next Parish Council meeting.

9. Finance

9.1 Bank Reconciliation 14 July – 14 September 2021

Current Account: £

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

Balance brought forward at 14 July 2021	6,939.00
ADD: receipts 14.07.21-14.09.21	1,100.00
LESS: payments 14.07.21-14.09.21	2,247.80
Closing balance at 14 September 2021	5,791.20

Deposit Account:

Balance brought forward at 14 July 2021	10,944.12
ADD: receipts 14.07.21-14.09.21	10,944.49
LESS: payments 14.07.21-14.09.21	0
Closing balance at 14 September 2021	10,944.49

Total funds at 14.09.2021 £16,735.69

9.2 Receipts and Payments since last meeting: Cashbook extract

JULY						
19	Oak & Rope Co	Engraving second marker post	cont.	55.00	INV 0658-022	6,884.00
26	Wraights	Grounds maintenance	June	304.80	CFF	
26	C Hamilton	Salary 4/12	July	293.80	SALARY	
26	C Hamilton	Travel expenses	July meeting	14.40		6,271.00
AUGUST						
5	CCC	CCC Cap Grant 2021 for BVH patio doors		1,100.00		7,371.00
5	BVH	Transfer of CCC Cap Grant 2021 to BVHMC		1100.00	CCC CAPGRANT 2021	6,271.00
25	C Hamilton	Salary 5/12	August	293.80	SALARY 5/12	5,977.20
25	Play Insp Co	Annual Playing Field Inspection		186.00	INV49037 UPP08105	5,791.20

Correspondence received includes:

- KALC Data Protection event for Councillors taking place online on 9 September at 6.00pm
- KCC Vision Zero Road Safety Strategy launch September 15th, now online as well
- KALC training courses
- KCC consultation 'Booking to visit a Household Waste Recycling Centre'
- Invitation to attend KCC Road Safety Strategy launch - September 15th Manston Airport
- Canterbury City Council consultation on renewing its Licensing and Gambling Policies
- PCSO monthly reports
- Regular Local Government Bulletins
- Kent Plan Bee newsletter
- Climate and Ecological Emergency Bill
- KCC Member Briefing on The Environment

Signed..... Paul Gordon, Chairman, 16 November 2021