

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 10 March 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** 14.01.2020_1
Attending: Chairman Paul Gordon, Cllrs Angela Waldron, Janice Rosen, Nick Waldron, Rob Quincey, Clerk/RFO Clare Hamilton, Tree Warden John Pitcher, BVHMC Chair Gabby Fisher and 7 parishioners.
Apologies: CCC Cllr Rob Thomas (report in Appendix).
- 2. Acceptance of Minutes of previous meeting** 14.01.2020_2
It was resolved to accept the minutes of the meeting held on 14.01.2020 as a true record.
- 3. Members' declarations of interest on Agenda items** 14.01.2020_3
Cllr Cllr Nick Waldron 6.1, Cllr Angela Waldron 6.1.
- 4. Public participation on Agenda items** 14.01.2020_4
 - 4.1 As no decision has yet been received from CCC on planning application 19/10116 Land Off, Pett Bottom Road, Lynsore Bottom, no further information could be given (item 6.2).
Items raised not on the Agenda:
 - 4.2 Fly-tipping: If you collect any fly-tipped waste and take it to the recycling centre, you will be charged for doing so. If you think rubbish has been dumped illegally in a public area, report it to Canterbury City Council at www.canterbury.gov.uk/flytipping. They are unable to collect rubbish that has been dumped on private land, such as a farm field, and rubbish that has been dumped on a road with a speed of 40 miles per hour or more (report these to Kent County Council on the Report or Track a Fault page on their website).
 - 4.3 Hare coursing: Report to Kent Police Rural Task Force, darren.walshaw@kent.police.uk or 07870 252185.
- 5. Matters Arising from meeting held on 14.01.2020** 14.01.2020_5
 - 5.1 Retrospective planning applications: CCC do not enforce action unless a planning decision has been made.
- 6. Development Management & Planning Applications** 14.01.2020_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. UHPC Neutral. One Objection. Two Abstentions.
See Appendix for comments submitted to CCC.
Awaiting decision from CCC
 - 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.
Awaiting decision from CCC
 - 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.
CCC GRANTED
 - 6.5 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.
Awaiting decision from CCC
Revised drawings and Design & Access Statement received today from Hobbs Parker.

- 6.6 Chairman attended a Planning meeting at CCC on 24 February.
- 6.7 Members of the Council attended the Pentland Homes opening event for the Radstone Gate development in Stelling Minnis on 7 February. Moat Homes is managing the shared-ownership housing at the site, Ashmere Fields, and their representatives informed that the eligibility is staggered as follows:
- Until the handover date (end March), Moat is able to accept applicants from the Stelling Minnis area only. That has to be a living connection from either themselves or a direct family member for at least 5 years
 - After Handover has taken place, Moat can then accept applicants from the direct surrounding parish councils, ie. Upper Hardres
 - After three months of handover, Moat can then accept applicants from all areas.
- Full information about the shared-ownership homes at Ashmere Fields, Stonegate, Stelling Minnis is available at <https://www.moat.co.uk/>

7. Highways

14.01.2020_7

- Potholes: Parishioners may report potholes directly to KCC - <http://www.kent.gov.uk/roads-and-travel/report-a-problem>
- 7.1 Pavement near school: debris on footpath after hedge trimming cleared.
- 7.2 Construction vehicles accessing Rose Lane development in Stelling Minnis via Upper Hardres and Bossingham rather than Curtis Lane: this issue has been resolved.
- 7.3 Enquiry Number: 498849 - Multiple Potholes, Hardres Court Road
Enquiry Number: 498847 - Multiple Potholes, Bossingham Road
Enquiry Number: 498845 - Multiple Potholes, Lime Kiln Lane.

8. Reports

14.01.2020_8

8.1 Footpaths

Full report from Footpath Warden, Rob Veltman, circulated to councillors.

KCCPRoW ref no 200186717: Illegal signage on CB287 Atchester Wood: signage has been removed.

Fallen tree obstructions on the eastern, Pett Bottom Lane end of CB375 are still there and have increased in number to 4. Reported to KCC in April 2019 and 30.12.2019. Rob is attending the East Kent Local Footpath Officers' meeting at Brabourne on 6 March.

Obstructive vegetation on the Unclassified County Road UU11610, aka Cat's Wood Path, leading from Lime Kiln Road junction to Bow Hill, ongoing.

- From KCC: The Wildlife and Countryside Act 1981 - Section 53 Claimed amendment to alignment of Public Footpath CB377 in Bossingham, Upper Hardres (claimed alignment anomaly): an application has been submitted under Section 53 of the Wildlife and Countryside Act 1981 stating that the Definitive Map of Public Rights of Way should be modified by amending the alignment of Public Footpath CB377 in Bossingham, Upper Hardres. As route A - C as marked on the map is the footpath route used, Councillors have no objection to modifying the alignment of Public Footpath CB377 in Bossingham, Upper Hardres to match this route, and deleting the route marked A - B.

8.2 Trees

Tree Inspection was carried out by Philip Wilson Arboriculture on 7 March, accompanied by John Pitcher and Cllr Nick Waldron. Awaiting report.

- Hardres Court Road trees: Confirmation received 29.01.2020 from a parishioner that KCC have written to landowner to instruct them to take action regarding decaying/overhanging trees in Hardres Court Rd and two decaying trees that were leaning across the road have been cut down.

8.3 Bossingham Village Hall Management Committee - see Appendix for report.

8.4 Bossingham Playing Field:

- Current mowing contractor to be retained.
- No Dogs sign: replacement sign to be securely fixed.
- Goal post replacement nets: funds to be applied for from CCC.

9. Finances

14.01.2020_9

- 9.1 Balance of Accounts and Bank Reconciliation at 10 March 2020:
Current account balance £991.44. Deposit account balance £13,295.86. Total funds £14,287.30.
- 9.2 Receipts and payments since last meeting: see Appendix for cashbook extract and Bank Reconciliation.
Vat reclaim of £340.18 for the period 1.10.2019-29.2.2020 submitted to HMRC on 2 March, and a grounds

maintenance payment is due from BVHMC. After March payments, projected end of year current account balance is £1,295.29.

9.3 To consider expenditure due before next meeting

C Hamilton	Clerk's Salary	March	£ 286.00	
	Travel expenses	March meeting	£ 14.40	
	Expenses	1 Oct-31 March	£ 117.53	
	Clerk's Salary	April	£ 286.00	
Wraights	Grounds Maintenance	March	£ 244.80	vat £40.80
	Grounds Maintenance	April	£ 244.80	vat £40.80

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

10. Village Tidy Day

14.01.2020_10

10.1 To meet on Saturday 21 March from 9am to clear fallen branches in the Village Hall car park.

11. Bossingham Oak tree wood and marker posts

14.01.2020_11

11.1 The Oak & Rope Company has supplied 2 x 6' posts with letter carving. Locations for posts to be agreed. The Parish Council thank the Oak & Rope Company in Bridge for their generous sponsorship of the posts www.theoakandropecompany.co.uk

12. Correspondence received

14.01.2020_12

See Appendix

13. KCC Parish Highways Improvement Plan

13.1 This scheme 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. This item to be highlighted to parishioners at the Annual Parish Meeting on 19 May. NB: improvements costs are to be met by the parish.

14. Defibrillator

14.01.2020_14

14.1 Signs to be fitted.

15. Noticeboard and Signage repairs

14.01.2020_15

15.1 Hop Pocket noticeboard: repaired, and in storage until work at the pub complete. In the meantime, PC notices to be pinned on BVH noticeboard.

15.2 UH Church shared noticeboard: it is understood a parishioner has offered to fund new noticeboard.

15.3 Restoration of Bossingham sign (triangle at Lime Kiln Lane/Hardres Court Rd): in hand, aiming for end March.

16. Website and GDPR

14.01.2020_16

16.1 Replacement laptop for Clerk's PC use purchased and Asset Register updated.

16.2 Clerk has registered with HugoFox and will build Accessibility Regulations compliant PC website in April. 2020/21 Budget for clerk's overtime fee for building website is £300.

16.3 Information on Coronavirus (COVID-19): As advised by KCC and KALC, information shared to email list and on website under Community tab.

16.4 Chairman now has separate email address for all parish council business: chair.uhpc@gmail.com

17. The Star Inn (formerly The Hop Pocket)

14.01.2020_17

17.1 Councillors were invited to attend a meeting with the owner on 9 March. Meeting postponed due to illness.

18. Canterbury District Call for Sites 2020

CCC's 'Call for Sites' is to gather information about potential development sites to see if they could be earmarked in the next Local Plan. The Call for Sites runs from the 7 February until 30 June 2020; more information at www.canterbury.gov.uk/callforsites Information to be circulated to parishioners.

19. For information

14.01.2020_18

19.1 Scouts: Scouts informed the Chairman that Martin Civil Engineering provided a generous donation to the Scout Group for parking assistance.

- 19.2 CCC Concurrent Functions Funding: CCC is considering options for CFF for 2021/22 onwards. It goes to consultation soon and a decision will be made in July.
- 19.3 VE Day celebrations with SMPC: Chairmen are liaising re. a village picnic at Bossingham Village Hall and playing field. BVH are holding a ball on the evening of Saturday 9 May.
- 19.4 John Pitcher, Tree Warden, is to attend a presentation by representatives of Kent Police at the Herne Centre on 2 April, detailing the current initiatives being employed by the Community Policing Team.
- 19.5 Christmas Lights: Quotes are being sourced for solar lights.
- 19.6 Robbie Gambrill: Councillors were saddened to hear of the passing of Robbie Gambrill, former NHW co-ordinator, and extend their sympathy to his family and friends.
- 19.7 2020 meeting dates as follows: 12 May; 19 May (APM); 14 July; 15 September; 10 November.
- 19.8 Next PC meeting: 12 May - Annual Meeting of the Council at 7pm, followed by Ordinary Parish Council Meeting at 7.30pm.

The meeting closed at 9pm.

Appendix

1. Report from Robert Thomas, Councillor, Chartham and Stone Street Ward, Canterbury City Council

The city council has received £1m as part of a cross district project to help with homelessness. The challenge is a big one and we do far more than some other councils and I believe our approach to date has been the right one even if it means we are approached by people coming from farther afield who do not have a local connection. Some local authorities buy the homeless person a cup of coffee and send them on their way with a one-way ticket to the next town (sad but true!).

<https://news.canterbury.gov.uk/news/article/82/1-million-boost-for-rough-sleeper-work>

Further to that, CCC agreed to end the East Kent Housing arrangements and will be managing housing in-house once the break up process is complete. This will ensure better oversight of the capital programme expenditure which wasn't been spent as proactively as it should have been to prevent other issues. Additionally the compliance issues around gas safety, lifts, legionella etc will be rigorously checked and issues resolved.

<https://news.canterbury.gov.uk/news/article/85/east-kent-housing-to-be-brought-back-in-house>

In the last term of council, we bought former student accommodation in Parham Road and we've been converting it to use it for social housing. The latest update is that the final handovers for the first phase of Parham have been completed. This phase comprises 18 houses and six flats. The second phase of conversion work, which will provide 37 homes, has begun. These are due for completion by the end of this year.

The future of park and ride provision is on hold while we wait for a new design for the slip road is approved and other environmental issues are looked at <https://news.canterbury.gov.uk/news/article/83/council-postpones-park-and-ride-decision>

We are currently consulting on some improvements to St George's Street (the high street) and the future of the market too. <https://news.canterbury.gov.uk/consultation-item?id=1&r=7>

In terms of planning you may recall we are embarking on the next update of the Local Plan and you had your meeting with the CCC Planning Policy Manager, Karen Britton, well now the wide community are asked to get involved with their suggestions for what areas should be developed in the call for sites <https://www.canterbury.gov.uk/callforsites>

Updates on the existing major sites can be seen

at https://www.canterbury.gov.uk/info/20014/planning_and_building/306/major_developments

I won't mention the dreaded B-word but there's a good initiative to help business prepare for post transition arrangements being overseen by the South East Local Enterprise Partnership. Local businesses may wish to visit <https://ready2020.co.uk/> or southeastbusiness.org.uk/ready-2020

There is also a consultation on a planning document (supplementary design guide) for shop fronts <https://news.canterbury.gov.uk/consultation-item?id=1&r=5>

There's an upcoming conference to assist parents with help prevent abuse

<https://news.canterbury.gov.uk/news/article/86/conference-to-tackle-every-parents-worst-nightmare>

In terms of the environment there's a nice little story about Bird Wise East Kent

too <https://news.canterbury.gov.uk/news/article/80/looking-after-our-visiting-feathered-friends>

We've also been doing our best to target the graffiti taggers. Some updates including some of the culprits caught can be read at <https://spark.adobe.com/page/2CSmXXhqz4dDR/>

6.2 UHPC response to CCC re. planning application CA/19/10159 Great Bossingham Farm

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

Upper Hardres Parish Council finds this application raises a number of issues in relation to the proposed access to the site from Manns Hill which are in need of attention and clarification before a clear decision to support or object can be made:

1. Residents to the side of and opposite the vision splay shown on the KCC map, are concerned that the boundary line indicated appears to be incorrect and does not tally with their Land Registry documents. Therefore, the following statement in the Design & Access Statement under item 9.15 Highways, Access & Parking requires clarification - 'KCC Highways have confirmed that the vision splays onto Manns Hill from the site are appropriate to the proposed development'.
2. Proximity of the access road to The Street can pose a danger to vehicles leaving the site. As the proposed access road is single track, there may be instances of vehicles needing to reverse blindly onto Manns Hill to allow an oncoming vehicle through. However, it is noted that the access road has passing places.
3. As Manns Hill has no pavement, pedestrians will be at risk from increased traffic, especially at school times. Manns Hill is also used by cyclists and horse riders.
4. The single-track access could potentially pose a delay for access by emergency vehicles. Sufficient passing places would be essential.
5. Councillors acknowledge the consultation already held between the applicant and Highways regarding site access. However, further examination of access to the site for all vehicles via the existing access route from Hardres Court Road is encouraged.
6. In order to retain a variety of housing stock in the village, the proposed provision of three smaller single-storey open market houses is welcomed.
7. The provision of local employment opportunities is welcomed.

8.3 Report from Gabby Fisher, Chair of Bossingham Village Hall Management Committee

Linda Warner has now taken over as Treasurer and the handover between Dan and Linda completed. The fundraising at the end of last year has helped build up the Reserve Account and the closing balance for the Financial Year 2019 was £4,044.

The Committee agreed to go ahead with the monthly Cuppa and Chat get togethers. I have spoken to Olivia Grove to let her know our plans and she welcomed and supported the idea for us to run a similar event in Bossingham. This will mean there is something available every fortnight for local residents to meet up. Our first one will be on Wednesday 29th April 2020 from 2.00pm to 3.30pm and details will be in the April Parish News. Posters will be advertised locally and Flyers posted through the doors of those local residents who may be interested in coming along.

The Committee are running an event to mark the VE Celebrations in May. A VE Day Ball will be held on the evening of Saturday 9th May in the Hall. This is not a fundraising event for the Hall and the ticket prices will cover the costs of putting on the event only. Kim's cookery School will be providing the food and a local band has been booked for the evening. I do not have the final details for this meeting; however, we are working to the deadline for including a poster in the April Parish News. The Committee felt by holding this the day after the Bank Holiday it would avoid any potential clashes with other local events being planned for the Friday.

A monthly Film Night to be held in the Hall has been proposed and the Committee are looking to obtain the necessary Film Licence to enable this to happen. Details will follow as and when we get them. Any proceeds will go to the Hall which is great news.

Planning for the Windmill Fete on Saturday 27th June is underway. The Fete Committee have made sure the right Insurance cover is in place now this is being run through the Village Hall instead of Stelling Minnis Primary School. The School continue to be very much involved. Again, details will follow in the next couple of editions of the Parish News.

It has been a busy time for the Committee, the AGM is due to be held on Thursday 28th May at 7.30pm. After which the plan for the next year will be to upgrade the Kitchen and identify other areas to update and enhance the Hall.

9.1 Bank Reconciliation 15 January 2020 – 10 March 2020:

Current Account:	£	£
Balance as current account at 10.03.2020	991.44	
The net balance reconciles to the Cashbook (receipts & payments account) as follows:		
Balance brought forward at 15 January 2020	2,361.02	
ADD: receipts 15.01.2020 – 10.03.2020	272.91	
LESS: payments 15.01.2020 – 10.03.2020	1,642.49	
Closing balance at 10 March 2020		991.44
Deposit Account:		
Balance brought forward at 15 January 2020	13,564.03	
ADD: receipts 15.01.2020 – 10.03.2020	4.74	
LESS: payments 15.01.2020 – 10.03.2020	272.91	
Closing balance at 10 March 2020		13,295.86
Total funds at 10.03.2020		£14,287.30

9.2 Cashbook extract Receipts and Payments since last meeting:

				receipts	payments	ref	balance
JAN							
13	Wraight's	Grounds Maintenance	Dec	CFF	244.80	INV 1368	2,361.02
23	C Hamilton	Salary 10/12 Jan		SALARY	286.00	SALARY 10/12	
23	C Hamilton	Travel exp. Jan meeting		EXP	14.40	TVL EXP JAN	
23	C Hamilton	Reimbursement: Laptop purchase			327.49	LAPTOP REIMBURSE	1,733.13
FEB							
10	BVH	Annual hall hire			119.00	UHPC HIRE 2020	1,614.13
10	BVH	Annual defib electricity contribution			20.00	DEFIB ELEC. 2020	1,594.13
10	Barclays	Transfer for lap top (ex vat)			272.91	TRANSFER	
27	Wraights	Grounds maintenance	Jan Feb		489.60	INV.1395	
27	C Hamilton	Salary 11/12 Feb		SALARY	286.00	SALARY FEB 11/12	1,091.44
MAR							
9	Oak & Rope Co	Marker posts carving		CONT	100.00	order no. 0933-783	991.44

12. Correspondence received

As listed in Clerk's weekly email update to Councillors, plus:

- Public Health England Bulletin (27 January) on the Wuhan novel coronavirus
- Canterbury City Council Draft Corporate Plan 2020-2022 consultation
- NATIONAL CSSC Green Message - BERG Property Flood Resilience Code of Practice - 10 Feb 2020
- Invitation for the Lord Lieutenant of Kent's Civic Service 2020
- UK Protect National Bulletin, which refers to the Government's recent announcement of plans for a legal duty to protect public spaces from terror attacks. Consultation to be held in spring
- Draft proposals for The Star Inn for councillors' viewing
- Regular Covid-19 updates from KALC.