

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 Monday 22 May 2023, 7pm, at Bossingham Village Hall

1. Attendance and apologies for absence

Attending: Chairman Nick Waldron, Councillors Angela Waldron, Mick Broughton, Clerk/RFO Clare Hamilton, Gabby Fisher and Nikki Gordon BVHMC, John Pitcher. Apologies: Simon Warner, KCC Cllr Mike Sole

2. It was resolved to accept the Minutes of the meeting held on 14.03.23

3. Members' declarations of interest on Agenda items

Cllrs Nick Waldron and Angela Waldron: Appendix 6.8c

4. Public participation on Agenda items not required

5. Matters arising not covered by the Agenda

The Heritage Safari held on 21 May was discussed and the organisers were congratulated on its success.

6. Planning Applications

Planning applications may be viewed at Canterbury City Council's website [here](#)

Received after Agenda was published:

CA/23/00862 Rosebank, 3 Star Meadow, The Street, Bossingham CT4 6DY *Comments to CCC by 9 June*
First floor extension *Generally Acceptable: awaiting decision from CCC*

6.1 **CA/23/00445 The Old Forge, The Street, Bossingham CT4 6DX** *Objection: awaiting decision from CCC*
Replacement timber windows and door with UPVC windows and door to front

6.2 **CA/23/00371 Clearvu, Manns Hill, Bossingham CT4 6ED** *GRANTED*
Single-storey extension to South West Elevation.

6.3 **CA/23/00195 1 Dene Farm, Manns Hill, Bossingham, Kent, CT4 6ED** *Objection: awaiting decision from CCC*
Conversion of existing car port and elevational changes to rear of building to provide a garage and boot room, along with the erection of a garden room following the demolition of a former granary building.

6. Outstanding planning applications affected by water quality at Stodmarsh nature reserve listed in Appendix.

7. Highways

Parishioners may report Highways matters directly to KCC [here](#) and to the KCC Parish Highways Steward: Rob Moon - robert.moon@kent.gov.uk - 07725 614034

7.1 Report ref. 702027, The Street, flooding: drainage engineer inspected and it was found that the gullies were blocked. These will be cleansed to prevent further problems.

7.2 Report ref. 702025, Manns Hill, flooding: drainage engineer has inspected and found the drainage systems to be flowing well. He thinks the large amount of mud and debris on the road surface is the cause for water not draining properly and will raise a job to get this swept and cleaned.

8. Reports

8.1 City and County Councillors

KCC Cllr Mike Sole report: see Appendix

8.2 Footpaths

a. U11610 Catts Wood Path: footpath officer investigating

b. Public Footpath CB378 opposite Village Hall: signage to be confirmed

8.3 Trees: No issues reported

8.4 Bossingham Village Hall: see Appendix

8.5 Bossingham Playing Field

- a. Basketball net missing, replacement to be ordered
- b. Waiting for quotes for fence repairs at rear of field, fence at VH border, and safety surfacing repairs
- c. Grounds maintenance: it is understood the probation service provides grounds maintenance workers; Cllr Mick Broughton to enquire. Hedge alongside village hall car park to grow taller to screen housing.

9. Finances

9.1 Balance of Accounts and Bank Reconciliation at 22 May 2023:

Current account £7,126.49. Deposit account £40,212.15 (includes CIL funds of £30,194)

Total funds at 22 May 2023: £47,338.64

9.2 Receipts and Payments since last meeting: see Appendix

9.4 Expenditure due before next meeting

C Hamilton	Salary May	£ 325.00	
KALC	Annual subs	£ 231.10	vat £38.52
BHIB	Insurance	£ 429.60	
Hopkins Defib	Annual fee	£ 226.80	vat £37.80
Fitness Sports	Basketball net	£ 32.00	approx
Scouts	Parish Grant	£ 250.00	
BVH	Parish Grant	£ 125.00	
SM Sch	Parish Grant	£ 125.00	
PCC	2023 donation	£ 150.00	as budgeted

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

9.5 Barclays business review: Since September 2022, several duplicate requests for information have been received resulting in lengthy phone calls. A formal complaint to Barclays about this procedure was dismissed. On 28 April the clerk was told that a Business Manager will call within the next 9 weeks to finalise matters.

10. CIL (Community Infrastructure Levy) Neighbourhood Portion

The parish council must justify all CIL spending to Canterbury City Council and proper processes are followed to check that all requests for CIL funds meet a need, deliver value for money, and demonstrate a return on investment.

Following the last meeting, further detail and a quote has been received from the VH committee and

It was resolved to fund plumbing work to the village hall toilets on sight of two further quotes.

11. Highways Improvement Plan (HIP)

Progress with 1st draft: carry forward to next meeting.

12. Elections 2023

Following an uncontested election of parish councillors, the first meeting of the new council took place on 22 May at 7pm, immediately prior to this meeting.

Following the May elections, CCC ward councillors are Cllr Mike Bland and Cllr Alister Brady.

13. Risk Assessment update

- a. Bus shelter: Quotes being sourced for repairs and refurbishment
- b. Defibrillator: Quarterly inspections carried out by Hopkins (defib what3words location: ///salon.sized.limit)
- c. Playing Field: Annual safety inspection due in August
- d. Fire Hydrants: Inspected by KF&RS in Oct 2022, last volunteer inspection 15.03.23.

14. For information

- Vacancy for a councillor: continue to promote in parish magazine, Facebook, and by invitation
- Heritage Safari Day 21 May: a successful event
- Speedwatch: five volunteers so far, co-ordinator needed
- Next meeting: 6 June Annual Parish Meeting at 7pm, postcards to be distributed to publicise.
(meeting scheduled for 11 July is to be rescheduled due to not being quorate)

Meeting closed at 8.40pm

Signed..... Nick Waldron, Chairman, July 2023

Appendix

6.8 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. | |

8.4 KCC Cllr Mike Sole report for May meetings

Starting with some really promising news. I have been working with the campaign group S.O.S. Save Our Seventeen Bus, working to get the evening service reinstated along the Elham Valley. This month I organised a very positive meeting with Stagecoach, and we are hopeful that by working with the bus operator and doing what we can to encourage greater bus use, we may have some good news shortly.

This month I have attended parish council meetings/annual parish meetings in Kingston, Lower Hardres, Bishopsbourne, Petham, Ickham, Barham and Wickhambreaux.

Potholes are probably the worst I have ever known them and this month I took a tour of Petham with one resident to look at some of the worst ones. I continue to find, report and chase up problems. KCC are currently trialing a new version of their highway fault reporting tool which will enable accurate location of issues when reported from a phone. This may help identify locations, but what we really need is the funding to bring our roads up to a decent standard.

I had a catch up with the KCC Highway Improvement team to review the status of all Highway projects in the 16 parish councils in Canterbury South, and also unparished Wincheap. As a result of this KCC will be working with Bridge School to see what can be done to improve road safety around school times. We also looked at the 20mph proposal for Ickham, and discussed other potential 20mph limits in parts of Barham and Petham.

I attended the final full council meeting of Canterbury City Council, before the election. I've no doubt that my next report will include details of quite a lot of changes.

As a member of the Kent & Medway Fire & Rescue Authority I attended their Audit & Governance Committee. I also attended the re-opening of the Revival Food & Mood Mental Health & Wellness Café in Whitstable.

I've been getting a lot more complaints about missed bins recently. Please let me know if I can help with these or any other issues.

mike.sole@kent.gov.uk

8.4 Bossingham Village Hall

Over the last couple of months, there has been more work carried out to ensure the Hall received a satisfactory Electrical Certificate and repair the female toilets which had blocked and were not working properly. This has had an impact on the Hall's financial situation and the Committee are looking to run some fundraising events to cover some of these costs.

The Committee would like to thank the Parish Council for their continued support towards the Village Hall. It has been a challenging year with getting all the necessary improvements made to the hall and hopefully the work will be completed on upgrading the toilets and lighting in the next few months. This will ensure the hall is in a strong position to attract more regular bookings and increase the number of larger bookings such as weddings etc.

The Village Hall A.G.M is due to take place on Tuesday 20th June at 7.30pm and all users of the Hall will be invited to attend. There is a note in the parish magazine asking for anyone who is interested in joining the Committee to come along and help keep the momentum going with new ideas etc.

Gabby Fisher, Bossingham Village Hall Committee

9. Finance

Bank Reconciliation 15 March-22 May 2023:

Current Account:

£

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

Balance brought forward at 15.03.23	1,732.54
ADD: receipts 15.03.23-22.05.23	21,713.00
LESS: payments 15.03.23-22.05.23	16,319.05
Closing balance at 22 May 2023	7,126.49

Deposit Account:

Balance brought forward at 15.03.23	25,065.15
ADD: receipts 15.03.23-22.05.23	15,147.00
LESS: payments 15.03.23-22.05.23	0
Closing balance at 22 May 2023	40,212.15

Total funds at 22 May 2023

£ 47,338.64

Receipts and Payments since last meeting, Cashbook extract:

				Receipts	Expenditure		Balance
MARCH							
6	from HMRC	VAT reclaim 01.10.22-28.02.23		384.30		HMRC vat claim	1,732.54
15	C Hamilton	Salary 12/12	March		325.00	SALARY 12/12	
15	C Hamilton	Travel expenses	March		14.40	TVL EXP MAR	
15	C Hamilton	Half-year expenses 01.10.22-31.03.23			152.77	EXP 01OCT-31MAR	1,240.37
17	BVH	Contribution to defib electricity			25.00	DEFIB ELECTR 2023	1,215.37
17	John Pitcher	Planting for 2023 (approved 15.11.22)			100.00	PLANTING 2023	1,115.37
21	C Hamilton	Salary backpay shortfall (miscalculation in Nov)			38.00	SALARY SHORTFALL	1,077.37
APRIL							
24	from CCC	CIL payment 2/2		15,147.00		BAS0112426	
24	BVH	Donation to Coronation Big Lunch			150.00	UHPC DONATION	
24	C Hamilton	Salary 1/12	April		325.00	SALARY 1/12	15749.37
	from CCC	Precept 2023/24		6,566.00		BAS0112511	
MAY							
3	to Barclays	CIL payment 2/2			15147.00	CIL 2/2	7168.37
10	C Hamilton	Postcards printing reimbursement			41.88	POSTCARDS PRINT	7126.49