

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 14 November 2023, 7pm, at Bossingham Village Hall

1. Attendance and apologies for absence

Attending: Chairman Nick Waldron, Cllr Angela Waldron, Cllr Mick Broughton, Clerk/RFO Clare Hamilton, Gabby Fisher *BVH*, Mike Sole *KCC Cllr*, Mike Bland *CCC Ward Cllr*, and two members of the public.

Apologies: John Pitcher *tree officer*

1a. Co-option of councillor

Following the Local Elections in May 2023 there were two vacancies for parish councillors.

Simon Warner was co-opted as councillor at this meeting and completed Declaration of Acceptance of Office and Declaration of Pecuniary Interests Forms.

One vacancy remains. Cllr Mick Broughton has canvassed the parish and delivered postcards to promote the remaining vacancy which has resulted in some interest.

2. It was resolved unanimously to accept the Minutes of the meeting held on 12.09.23.

3. Members' declarations of interest on Agenda items

Cllrs Nick Waldron and Angela Waldron: Appendix 6.7c.

4. Public participation on Agenda items

KCC Cllr Mike Sole offered some support with the HIP from his Members' grant. He has supported the chairman with the Hardres Ct Rd/Bursted Hill/Rectory Lane flooding matter.

CCC Ward Cllr Mike Bland is chair of licensing committee including taxis and private hire vehicles. The Local Plan is going through a revision process and should go out for further consultation next year. Now the Caneco strike is over, if there is an issue with bin collection, online reporting is encouraged. If the problem is unresolved, contact Mike at mike.bland@councillor.canterbury.gov.uk

Asset of Community Value status was queried particularly future use. The Cllrs will provide further information. CCC budget is out for consultation and residents are encouraged to take part.

5. There were no matters arising not covered by the Agenda.

6. Planning Applications

Planning applications may be viewed at Canterbury City Council's website [here](#)
Received since Agenda was published:

CA/23/02039 Land Adjacent To Court Lodge, Manns Hill, Bossingham *Comments to CCC by 08 Dec '23*
Two storey detached dwelling

6.1 CA/23/01818 The Coach House, The Street, Bossingham CT4 6DY *Comments to CCC by 01 Dec '23*
Two storey front extension.

6.2 CA/23/01941 Great Catts Farm, Catt's Wood Road CT4 5PH *Comments to CCC by 24 Nov '23*
Application for Listed Building Consent for external alterations including the waterproofing of the existing brickwork with underlay and fixing a butyl liner of existing horse pond.

6.3 APPEAL: CA/23/00862 Rosebank, 3 Star Meadow, The Street, Bossingham CT4 6DY
First floor extension.
Comments to east2@planninginspectorate.gov.uk within 4 weeks from Appeal start date of 25 Oct '23.

6.4 CA/23/01585 Orchard House, Manns Hill, Bossingham CT4 6ED *CCC GRANTED*
One and a half storey outbuilding for use as garden room and ancillary accommodation following demolition of existing outbuilding.

6.5 CA/23/01360 Land Opposite Breton House, Pett Bottom Road *CCC REFUSED*
Erection of an agricultural barn.

- 6.6 **CA/23/01447 The Old Oasthouse, Pett Bottom Road, Lynsore Bottom CT4 6EG** CCC GRANTED
Single-storey side extension to existing outbuilding.
- 6.7 Outstanding planning applications affected by water quality at Stodmarsh nature reserve listed in Appendix.
- 7. Highways** Please report Highways matters directly to KCC [here](#).
- 7.1 Hardres Court Road soakaway: KCC Highways' repairs to soakaway completed. Soakaway has recently been blocked with leaves and what appears to be loose topsoil from recent repairs. A photo will be sent to Cllr Mike Sole who will inform the Drainage Team.
- 7.2 Bursted Hill/Rectory Lane:
Enquiry refs - KCC Highways ref: 749918. South East Water leak reports ref: 6820598 and 49324797.
The continuing water leak affecting Bursted Hill/Rectory Lane has been reported to South East Water.
KCC Drainage Engineer is aware and has also reported it to South East Water.
KCC Drainage Engineer has reopened this case to investigate if a field drain is contributing to the problem, Chairman has requested a site meeting with him.
It is understood that South East Water is awaiting a traffic management survey before committing to a date for repairs. Due to the urgency of this matter and lack of information received, Chairman will write to MP Rosie Duffield to ask her to intervene with South East Water; Mike Sole and Mike Bland will also write to SE Water. Chairman queried if South East Water will be liable to KCC for the cost of repairing the water-damaged road surface on Bursted Hill/Rectory Lane.
- 7.3 Manns Hill: Emergency Road Closure, 8 November 2023 to enable water pipe repairs to be carried out by South East Water.
- 8. Reports**
- 8.1 **City and County Councillors** see Appendix
- 8.2 **Footpaths**
- a. U11610 Catts Wood Path incorrectly marked as being in Lower Hardres: footpath officer investigating.
 - b. Lime Kiln Lane: Landowner has met with PRow team to discuss installation of a kissing gate.
 - c. Public Footpath CB378 opposite Village Hall: landowner will install fencing along a section of the footpath to protect walkers from cattle in the field. Parish Council to fund signage.
- 8.3 **Trees**
- a. Ref. 728106, condition of oak at junc. of The Street/Manns Hill: KCC applied first treatment on 23 Oct.
The parish tree officer is monitoring. See Appendix for report from KCC Soft Landscaping Team.
- 8.4 **Bossingham Village Hall**
Chairman presented a KALC Community Award certificate to the Village Hall Committee in recognition of their sterling work in improving and maintaining Bossingham Village Hall, ensuring its future role at the centre of our parish.
- 8.5 **Bossingham Playing Field**
It was resolved to address the findings of the annual safety inspection held by The Play Inspection Company held in October at the January meeting.
It was resolved to source quotations for a goal post with a fixed net and research the KCC Capital Grant Scheme for Sport for discussion at the January meeting.
- 9. Finance**
- 9.1 Balance of Accounts and Bank Reconciliation at 14 November 2023:
Santander current account £43,988.34, comprising:
current account funds £3,198.46, CIL funds £30,194, reserved deposit account funds £10,595.88.
Barclays deposit account £0.00 (to be closed 31.12.23).
- 9.2 Receipts and Payments since last meeting: see Appendix
VAT reclaim for 01.03.23-30.09.23 of £414.23 received.
- 9.3 **It was resolved** to award the NALC 2023-24 National Salary Award to the clerk, backdated to 1 April 2023.
- 9.4 **To consider** Expenditure due before next meeting
- | | | | |
|------------|----------------------------|----------|---------------|
| HugoFox | Website hosting: monthly | £ 11.99 | vat £1.99 pcm |
| Wraights | Grounds maintenance | £ | Oct, Nov, Dec |
| C Hamilton | Backpay to 1 April | £ 182.00 | |
| | Salary November | £ 351.00 | |
| | Travel expenses November | £ 14.40 | |
| | Expenses 01.04.23-30.09.23 | £ 136.36 | |

Salary December	£ 351.00
Overtime payment	£ 162.00

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

- 9.5 Barclays business review: The Barclays business review has been on-going for 14 months with the clerk being repeatedly asked for information as this was consistently not logged by them. A complaint to Barclays about this procedure and a request for compensation for overtime was not upheld. A recent threat from Barclays to impose restrictions on this account has resulted in all funds being transferred to the Santander current account until a new savings account with Santander is opened. Barclays account will be closed.
- 9.6 **It was resolved** unanimously to award an overtime payment to the clerk for recorded time spent dealing with Barclays business review between Sept 2022-Nov 2023.
- 9.7 Santander requests that Current Account details are updated, and it was agreed that:
- Historic signatories to be removed from the account are Angela Maria Waldron and Pamela Chatfield.
(It is understood that Robert Quincey has already been removed from the account.)
 - Clare Hamilton, Parish Clerk & Responsible Financial Officer, remains as account signatory and account operator.
Nicholas Waldron, Councillor & Chairman, is to be added as a new signatory.
 - This was agreed by all Councillors: Nicholas Waldron, Michael Broughton, Angela Waldron, Simon Warner. The 'Treasurers' Account - Change of Details' form was completed and signed by all councillors. Clerk will submit this form to Santander.
- 9.8 A draft Budget 2024/25 was circulated to councillors for consideration prior to the meeting. Increases include clerk's salary, insurance and website hosting. Other necessary increases are kept to a minimum.
It was resolved to accept the proposed Budget and to apply to CCC for a Precept of £7,234.00 for 2024/25 (a 10% increase on this year).

10. CIL (Community Infrastructure Levy) Neighbourhood Portion

Quotes for plumbing and electrical work at Bossingham Village Hall were circulated to councillors for consideration prior to the meeting.

It was resolved unanimously to accept Downs Plumbing & Heating quotation (QU-0015) of £3,826.50.

It was resolved unanimously to provide £3,000+vat towards G Watts Electrical Installation & Building Services quotation (dated 28 October 2023) of £4,187 (incl. vat).

Invoices for these works are to be addressed to the Parish Council.

11. Highways Improvement Plan (HIP)

Cllr Simon Warner is progressing the draft and will contact the Community Engagement Officer.

12. Remembrance Sunday

On 9 October councillors agreed via email to purchase a new Union flag from Flying Colours Flagmakers. Councillors thanked John Pitcher for his care and attention of the War Memorial and garden prior to the service, and for his traffic management during the silence on the day.

Chairman will take down the flag and raise it on relevant occasions as listed at gov.uk.

13. For information

- Bus Shelter: Awaiting quotes for remedial works.
- Defibrillator: Quarterly inspection by Hopkins due in November.
- Fire Hydrants: Following Cllr Simon Warner's inspection and clerk's report to KF&RS, some hydrants still need attention. Clerk to report the findings to KF&RS water services manager.
- 2024 meeting dates: 16 January, 12 March, 14 May (6.30pm Annual Council Meeting, 7pm Ordinary Meeting, 7.30pm Annual Parish Meeting), 16 July, 10 September, 12 November.
- Next meeting: 16 January 2024, 7pm.
- Meeting closed at 9pm.

Signed

Nick Waldron, Chairman, 16 January 2024

Appendix

6.7 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. | |

8.1 County Councillor report *Mike Sole*

After last month's bus chaos, things appear to have settled down in the last few weeks, but please do let me know if there are issues that I can work with KCC and Stagecoach on.

As Cabinet Member for Finance, The City Council Budget has kept me extremely busy over the last few months, but I am pleased that we will shortly be going out to consultation on proposals for 2024/25. The proposals include, re-opening the Sturry park & ride, bringing back the city centre market, investing in biodiversity and climate change initiatives, bringing back three hours free blue badge parking, introducing a residents' rate at some car parks, recruiting a tree officer, supporting struggling families by extending the council's early intervention work, and investing in systems to get the best out of the council's property portfolio. Once the consultation is launched, please do take the time to make your views known.

I attended the parish council meeting at Bishopsbourne and the Adisham Big Breakfast with Cllr Lee Castle, where it was good to catch up with residents' issues.

At the city council I have attended meeting of the Cabinet and full Council, as well as the special Council meeting to appoint new alderman of the city to acknowledge their public service.

With the KCC Growth & Economic Development and Communities Committee I visited Dover District to see the changes that they are making to their area.

I was very pleased to have the opportunity to meet up with the German Deputy Ambassador to the UK to discuss how we might be able to boost the profile of the district and attract tourists and businesses to the area.

I had a meeting about the Wincheap gyratory scheme with KCC, who are adamant that the scheme will proceed, albeit with some minor tweaks. Road closures have continued to keep me busy, in particular those in Bridge and Wincheap.

8.3a Report from KCC Soft Landscaping Team re. Oak tree at junc. of The Street/Manns Hill *received 23.10.23*

Further to your enquiry regarding the above firstly please accept my apologies for the delay in providing you with an update.

At around the time of your initial enquiry I was made aware of a potential treatment for *Armillaria* spp. (Honey Fungus) and have been in the process of sourcing some from our suppliers. Without having personal experience of its efficacy, it is impossible to advise whether it will be successful. However as of today I have applied a first treatment and will follow up with a second treatment in four weeks' time.

I am interested to see if there is any notable effect on the recurrence of fruiting bodies because if we are able to claim a success we will be able to use the treatment on a wider scale and potentially reclaim highway sites where honey fungus has previously prevented us replanting without the expense of digging out and replacing soil.

I did note that when on site there was no evidence of fruiting bodies, so either they have decayed, or they have been removed. If you could keep me informed on any further suspected sightings that would be appreciated.

Cont...

9. Finance

Bank Reconciliation 13 September - 14 November 2023:

Current Account:

£

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

Balance brought forward at 13.09.23	5,717.89	
ADD: receipts 13.09.23-14.11.23	40,798.88	
LESS: payments 13.09.23-14.11.23	2,528.43	
Closing balance at 14 Nov 2023		£ 43,988.34

Deposit Account:

Balance brought forward at 13.09.23	40,384.65	
ADD: receipts 13.09.23-14.11.23)	0.00	
LESS: payments 13.09.23-14.11.23 (transfer to current acc)	40,384.65	
Closing balance at 14 Nov 2023		0.00

Total funds at 14 Nov 2023 **£ 43,988.34**

Receipts and Payments since last meeting, Cashbook extract:

				Receipts	Expenditure	Balance
SEPTEMBER						
13	PCC	Annual donation	s137	150.00		5424.86
13	C Hamilton	Basketball net reimbursement (OMGTradingLtd	CONT	34.72	BB NET REIMBURSE	5,390.14
22	C Hamilton	Postcard printing reimbursement (Solopress)	CONT	35.71	PCARD REIMBURSE	
27	C Hamilton	Salary 6/12	Sept	325.00	SALARY 6/12	
27	C Hamilton	Travel exp	Sept	14.40	TVL EXP SEPT	
27	Wraight's	Grounds Maintenance	June, July, Aug, Sept	1,219.20	INV 1060	
26	from Barclays	Acc.Closure.Transfer1 - Ref: CIL Village Hall	DEPOSIT ACC	15,000.00	CIL Village Hall	18,795.83
28	from Barclays	Acc.Closure.Transfer2 - Ref: CIL funds	DEPOSIT ACC	15000.00	CIL Funds	33795.83
29	HugoFox	Website hosting	Oct	11.99	DD	33,783.84
OCTOBER						
3	from Barclays	Acc.Closure.Transfer3 - Ref: CIL funds balance	DEPOSIT ACC	10,384.65	CIL funds balance	44,168.49
23	C Hamilton	123reg domain name annual renewal reimburse	WEBSITE	14.39		
20	C Hamilton	Union flag reimbursement (Flying Colours Flagrn	CONT	57.00		
23	C Hamilton	Salary 7/12 10/12 in error	Oct	325.00	SALARY 10/12 OCT	
23	Play Insp Co	Annual playing field inspection	CFF	186.00	INV64459 UPP08105	
30	HugoFox	Website hosting	Nov	11.99	DD	
26	from HMRC	VAT reclaim		414.23	HMRC	43,988.34