

HARBLEDOWN AND ROUGH COMMON PARISH COUNCIL
Minutes of Parish Council meeting held at St Mary's Church Hall, Upper Harbledown.
On Monday 19th September 2016

All Planning Applications received since the last Parish Council meeting were on display from 7.15 p.m.

Meeting commenced at 7.30 p.m.

Present, A Cain, B Beattie, John Cotterill, Jacqui Cotterill, J Edis, S Docherty, J Larkinson, R Perham, T Richards, B Shire, Clerk D Frost (and 1 member of the public present)

67/16 Confirmation of Summons

All Councillors had received their summons to attend this meeting and the public notices had been served correctly.

68/16 Alterations to the Register of Councillors' Interests and Declaration of Interest on Items on the Agenda

There were no alterations to the Register of Councillors' Interests.

69/16 Apologies for Absence.

Councillor Blunt (holiday), Councillor Edis (meeting), Canterbury City Councillors Amy Baker, Ben Fitter-Harding, George Metcalfe and Kent County Councillor John Simmonds.

70/16 Approval of Minutes

It was proposed by Councillor John Cotterill and seconded by Councillor Richards that the Minutes of the meeting held on 25th July 2016 be signed as correct.

71/16 Matters Arising.

There was no matters arising..

At this point the Chairman asked whether any resident of the Parish wished to address the Council or ask any question about any agenda item.

72/16 Planning applications.

CA/16/01621/FUL 15 Maple Close, Rough Common. Proposed single-storey side & rear extension following demolition of garage.

CA/16/8742/LUE. Woodside House, London Road, Upper Harbledown.

Application for lawful development certificate for formation of a new vehicular access with construction of driveway.

CA/16/01352/FUL Vernon Holme School, Church Hill Harbledown.

Replacement of timber windows with UPVC windows to headmaster's accommodation and steel windows with powder coated aluminium windows to the main school.

CA/16/01349/FUL. Mindora Heights, Mill Lane, Harbledown.

Proposed garage/car port with first floor home office, following demolition of outbuildings.

CA/16/01970/LB. (Amended) Duke Cottage, Church Hill, Harbledown.

Proposed single-storey rear extension & replacement circulation link between existing cottage and garden studio.

CA/16/01967/FUL. 39 Highfield Close, Rough Common.

Proposed two-storey side extension.

CA/15/01863/FUL. Woodside House, London Road, Upper Harbledown.

This was originally discussed at the Parish Council meeting held on 7th September 2015, where no objection was raised.

CA/16/02068/FUL. The Burrow, Faulkners Lane, Harbledown.

Proposed detached garage following demolition of existing garage & outbuildings.

It was resolved that no objection be raised to these applications.

Decision Granted.

CA/16/01069/FUL and CA/16/01070/LB. 7 Summer Hill, Harbledown.

Proposed single-storey rear extension.

CA/16/01259/FUL. 16 Ravenscroft Road, Rough Common.

Proposed single-storey extension and insertion of roof lights to side.

CA/16/01323/FUL. 1 Prospect Cottages, London Road, Upper Harbledown.

Proposed single-storey timber out building for home office, following demolition of shed.

CA/16/00831/FUL. Kent College, Whitstable Road, Rough Common.

Renewal of temporary planning permission CA/12/01240/FUL for relocatable cabin.

CA/15/00756/FUL. Oakside Lodge, London Road, Upper Harbledown.

Extension of existing B&B accommodation to provide a boutique hotel with 14 new bedrooms.

73/16 Committee Reports

Finance

Councillor Perham reported that the Finance Committee met on the 6th September to discuss the Concurrent Funding Function application to be made to Canterbury City Council. The City Council has asked for the application to cover the years 2017-2018 to 2020-2021. The Finance Committee agreed that the application should be lodged and this was done, after further discussions with the City Council. The figures are £17,704, £16,209, £17,157 and £16,658 respectively. Any underspends can now be carried forward, but it is not likely that we will receive the full amounts as the City Council has a limited budget to fund all of the rural parishes.

The Clerk presented the Precept Budget for 2017-2018. The total amount, after deducting income, amounts to £25,148. There was an unanimous vote to accept the Concurrent Funding application and the Precept Budget.

The Clerk has been in touch with our solicitors and was advised that the Harbledown Parochial Church Council are unable to offer a 99 year lease on St Mary's Hall without obtaining permission from the Charity Commission. It is understood that this would take some time. A lease of 28 years with a right to renew at the elapse of 28 years at a nil premium would be stipulated in the contract. There was a unanimous vote to proceed on this basis, provided this clause is enshrined in the final lease agreement.

Councillor Perham reported that he is continuing to gather information on the projects in Rough Common, which would be funded by the proposed distribution of the Park and Ride fund.

Councillor Perham said that regarding proposed work at the bus stop, he is waiting on a response from the owners of the land, the RSPB.

With regard to "The Green" Councillor Perham went through the various "barriers" available and asked for councillors to view the "Barriers Direct: web-site.

Councillor Perham also reported that he is arranging a meeting with Landscape Services at The Green

Open Spaces and Allotments

Open Spaces

Councillor Docherty gave his report.

All sites are looking relatively tidy as hot weather over the last few weeks has slowed the grass growth.

There was two issues with damaging the grass- Dukes Meadow as reported previously and more recently Jubilee Field, where an old tree trunk originally left on the site as seating was set alight burning an area of grass. I have removed the remains of the trunk to the undergrowth at the bottom of the hill and have re-seeded both this area and the one at Dukes Meadow, hopefully with the recent rains it will start to grow.

Neal's Place Meadow- I have removed some graffiti that appeared on the gate at Neal's Place Road over the summer and the grass was cut two weeks ago after chasing up Landscape Services.

I have met up with Dan Simmons, the drainage engineer from Canterbury City Council. In essence there is very little that can be done to alleviate the problem of water entering the site so it is more a case of managing its outflow from the site. He considers it entirely reasonable for us to clear the drainage ditch that runs down the perimeter at the back of the gardens of Hillview Road to comply with our lease- allowing water to run more freely from the meadow before it reaches saturation could help to alleviate some of the problems with surface water run-off. The Council will themselves consider lowering the drainage channel that skirts Tom Witney's house and clearing the channel that runs through the allotments and beyond.

A quote for clearing the ditches has been received from Landscape Services and two further quotes have been requested from alternative firms.

Councillor Cain asked if it would be advisable to obtain advice from an independent drainage engineer. Councillor Perham agreed with this suggestion, and that a long-term plan should be in place if we are to continue with the lease of the meadow. Councillor Cain proposed that the Parish Council should go ahead with clearing the ditches once the two further quotes have been received. There was a vote of 7 in favour and 2 abstentions of the proposal.

Pine-Meadow – The inspection of the play equipment is due soon so I have been in touch with the Wicksteed inspector so that I can hopefully be there at his next visit. With regard to the potential section 106 money from the old Wyevale site development and Ancaster Cottage, I have also had a meeting with Playdale, the manufacturers of the equipment that we currently have with a view to replacing and/or repairing items to a value of £13,000. I expect some ideas and a quotation shortly.

Councillor Larkinson reported that she has again heard from the Chairman of the Upper Harbledown Association regarding the section 106 money. The Clerk reported that he had received emails from Canterbury City Council specifying how this money should be spent, and

that the majority of the expected funds should be spent on play areas within the immediate vicinity of the Old Wyevale site development. Councillor Cain asked the Clerk to get in touch with the Chairman of the Upper Harbledown Association explaining the stipulated spend. Councillor Docherty said that urgent repairs are necessary to some equipment at Pine Meadow, and that they will cost in the region of £500. Councillor Cain proposed that Councillor Docherty be given the authority to go ahead with the urgent repairs. There was a vote of 8 in favour and 1 abstention. Councillor Docherty reported that the redundant map from the bus layby in Upper Harbledown has now been removed

Dukes Meadow- Councillor reported that he is contacting Landscape Services regarding the trimming of trees and hedges, which are overhanging gardens in Westgate Close.

War Memorial – Councillor Docherty reported that he is meeting a gardener to obtain a quote for the clearing of the land at the War Memorial garden in Harbledown, and that once clearance has taken place, the underlying problems of the terracing can be ascertained. Councillor Jacqui Cotterill said that a donation of £370 has been received from the War Memorial Trust towards the cleaning and lettering of the memorial in Harbledown.

The War Memorial Trust has asked that the War Memorial in Harbledown be included on their listing. The committee unanimously agreed that an application be made, but only after completing any changes, that we might wish to make.

Councillor Jacqui Cotterill reported that The War Memorial Trust will eventually be merged into English Heritage.

Councillor Docherty has obtained quotations for benches and replacement Notice Boards.

Benches- quotations have been received for 4 benches, 3 for Neal's Place Meadow and 1 for Palmars Cross Hill. The Committee studied the designs and quotations and decided that "Fifth Trust" should supply the 3 benches for Neal's Place Meadow at a cost of £330 plus VAT each, fully fitted. It was also decided that a "Hereford Bench" should be obtained from Landscape Services for Palmars Cross Hill. The cost would be £595.13 plus VAT, fully fitted.

There was a unanimous vote to proceed with this order.

Notice Boards - quotations have been received for 2 wooden double and 1 wooden triple notice boards. It was agreed by a vote of 8 in favour and 1 abstention that the 2 double notice boards for Harbledown and Upper Harbledown should be ordered, and that the triple notice board for Rough Common should wait until proposed work on the Green has been completed.

Allotments:

Councillor Perham reported:

Hillside Allotment - The tenant of plot 9 has asked for her tenancy to be terminated and the tenant of plot 10 has been asked to vacate her plot, because the plot has not been tended for some time. The Clerk is contacting potential tenants from the waiting list.

Cheyney Field Allotment – There was an inspection of plumbing equipment carried out by South East Water on the 31st August. South East Water has asked for a non-compliant installation to be corrected by 6th October 2016

74/16 Reports of Councillors with Portfolios

Footpaths:

Councillor Blunt's reported was given by Councillor Shire on his behalf. I have managed to recover some tools and items from the previous Councillor dealing with footpaths. I will need to purchase a replacement petrol hedge trimmer. Councillor Perham proposed that Councillor Blunt be authorised to purchase a replacement hedge trimmer up-to a maximum of £300. The committee unanimously agreed this.

I have tried to contact the prospective footpath volunteer suggested by the Chairman of the Upper Harbledown Association, but unfortunately I have not been able to contact him.

I have contacted the Rambling Association agreeing with a few provisos, to take on this role. This may be helpful to us as a parish as it seems some of their members will help with path clearing.

At the last meeting the matter of a loose stile on the footpath from Firtree Close into the woods. This is slightly loose but the ground is so hard I cannot get a support in so I will have try again when we have had some rain. The issue of 2 gates being erected within the Blean Woods has been addressed by me, the gate on footpath CB5 off the New Road is fine as there is sufficient room to walk round, but the metal gate fitted on the bridleway marked CB517, that leads onto Ross Gardens that stopped horses passing is to be removed. The woodland management company in charge of this part of the woods, Silva, have told me that this was erected in order to stop non-permitted vehicles and motorbikes entering the woods and fly tipping taking place. They tell me that a horse friendly centre wire barrier is to replace this gate and they have apologised for their error and will leave the gate unlocked and open until it is replaced.

The report of overhanging material on the footpath past Glen Iris Avenue is on the side that is the responsibility of the City Council, but is not in anyway a problem.

Now I have a petrol brush cutter I have cut back some footpaths in the area Lovell Road to Neal's Place Road, a small section of the North Downs Way affected by nettles and the path down from Palmar's Cross Hill to the bypass

Tree Matters:

Councillor Shire reported that the following proposals were registered with the City Council:

Willow Farmhouse, London Road, Upper Harbledown.

Fell a walnut tree located on the lawn at the front of the property. The tree is large and close to overhead power/telephone lines. I have no objection.

Helford Lodge, Plough Lane, Upper Harbledown.

Fell beech tree over hanging property.

I object to this the felling of this tree, as its removal would significantly reduce the attractive green barrier around Helford Lodge. I would suggest substantial crown reduction only and if the Parish Council agrees I will send this objection to the City Council. There was unanimous agreement that this objection be lodged.

The Olde Post Office, London Road, Upper Harbledown.

T1-Ash-Fell to ground level.

It was decided by the City Council that this tree may be felled.

Councillor Shire reported that she had met residents of Highfield Close and Deborah Collick, tree officer for Kent Highways last Thursday, to discuss planting in Highfield Close and Rough Common Road.

Deborah Collick has provided a plan for us to consider, possibly modify, and send back to her for action this planting season. The estimated cost would total some £4,350.

Deborah offered to remove the dead, rotten maple on the green in Rough Common free of charge.

We also discussed what might be done with verges where trees could not be planted and I suggest we think now about possibly acquiring and planting snowdrops, which would not interfere with the grass cutting of the verges, as the flowers would be over by the time of the first cut.

Councillor Shire reported that in Upper Harbledown that much of the footway beside the road (apart from that outside houses) is impossible to walk along because of overgrown vegetation. Some of this belongs to Harbledown Lodge, and that a letter be written to the manager asking that their gardener trims their hedges appropriately.

An email was received from a resident with concerns regarding the felling of trees in the conservation area. Councillor Shire replied by email on the 10 September.

Highways:

Councillor Beattie reported that the double yellow lines have been painted in the entrance to Oaks Park and Highfield Close. There have not been any complaints or parking on the double yellow lines, so far.

The Speedwatch team has been out 4 times per month and 233 drivers have been recorded over the speed limit.

Roadside grass has been cut in each village, but there is still some work to do on overhanging hedges.

In October Councillor Beattie plans to deliver messages to households whose hedges overhang the pavement or footpath. Councillor Beattie will submit a draft of the proposed letter to the Clerk, before it is delivered to the households.

Mr Jeremy Baker addressed the meeting regarding the University of Kent at Canterbury “next 50 year plan”. He asked that the Parish Council and individual councillors support the cycle & walking route into the city and an additional entrance into Canterbury West Station, situated in Roper Road.

Mr Baker expressed concerns about the possibility of increased heavy traffic through the parish, during periods of construction.

Park and Ride:

There was no report.

Newsletter:

Councillor Jacqui Cotterill said that she is preparing for the next newsletter.

75/16 Reports of Councillor representatives

No Man’s Orchard:

There was no report.

Police Liaison:

Councillor Edis asked the Clerk to read a report received from the PCSO.

“Other than the road traffic collision on Rough Common Road it’s also worth making you aware of the dirt track that leads to Blean Woods from Rough Common Road. There have now been a number of occasions whereby the barrier has been broken off with the padlock after its been closed for the night. We have got crime reports related to this for criminal damage. However my main cause for concern here is a white van that has supposedly been parking down there of a late evening. I have already been paying attention to this on a late shift but thought its worth you knowing about it and advising people to call it in if they anything suspicious or unusual in the area, with details of vehicles and occupants.”

Rough Common Village Hall:

Councillor reported that the next meeting of the management committee would be held on 21st September.

KALC:

There was no report.

76/16

77/16 Correspondence:

The digest had been circulated and was available for Councillors to read.

78/16 Finance and Accounts for Payment: It was resolved to accept the accounts for payment. Proposed by Councillor Shire and seconded by Councillor Perham

The Clerk reported that the balances held at bank and deposit, after the June payments amounted to £160,529.41

79/16

Future Issues.

Park and Ride Fund distribution.

Bus Services in Rough Common Road

Local Plan

Website.

The next Parish Council meeting will take place on 31st October 2016 at St Mary's Hall, Upper Harbledown commencing 7.30 pm. Planning Applications will be on display from 7.15 pm.

The meeting closed.9.45 p.m.

Harbledown and Rough Common Parish Council

Schedule of Authorised Payments 19th September 2016.

PAYMENTS		Cheque	
CPRE	Subscription to 31.10.17	410	36.00
			<hr/> 36.00
		BACS	
HMRC	PAYE/NIC Aug 2016 Month 5		170.54
D Frost	Salary & Expenses Aug 2016		567.72
D Frost	Salary & Expenses Sept 2016		579.40
HMRC	PAYE September 2016 Month 6		171.94
LCS	First half yearly invoice 2016		4807.09
Wicksteed Leisure	Play area inspections July 2016		108.00
	Total Payments		<hr/> 6440.69
	Significant Receipts		<hr/> 0.00
			<hr/> 0.00

