

## **HARBLEDOWN AND ROUGH COMMON PARISH COUNCIL**

Minutes of Parish Council meeting held at St Mary's Hall, Upper Harbledown

On Monday 24<sup>th</sup> November 2014

All Planning Applications received since the last Parish Council meeting were on display from 7.30 p.m.

Meeting commenced at 7.30 p.m.

**Present J Larkinson, A Cain, J Conway, J Edis, B Golding, R Perham, B Shire, G Wright, Canterbury City Councillor M Dixey, D Frost Clerk (and 1 member of the public present)**

**88/14 Confirmation of Summons**

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

**89/14 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.

**90/14 Apologies for Absence.**

Councillor Denham (Indisposed), Kent County Councillor John Simmonds.

**91/14 Approval of Minutes**

It was proposed by Councillor Edis and seconded by Councillor Golding that the Minutes of the meeting held on 27th October 2014 be signed as correct.

**92/14 Matters Arising.**

Councillor Golding reported that work to improve the North Downs Way footpath CB521, has been suspended because of the wet conditions.

**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.**

**93/14 Planning applications.**

**There were not any planning applications received.**

**Decision.**

**Granted**

**CA/14/02041/FUL 30 Churchwood Close, Rough Common.**

Single-storey extension to dwelling.

## **Committee Reports**

### **Finance**

Councillor Perham reported that the legal work on the lease for Neal's Place Meadow has now been completed and that security measures have been installed. An invoice is now expected for the work performed.

Councillor Perham reported that Canterbury City Council had met on the 18<sup>th</sup> November to discuss three proposals which would all reduce the amount of Concurrent Funding that the Parish Council would receive in the financial year 2015-2016.

Councillor Perham said that the Parish Council must be pro-active in ensuring that the ring-fenced funds and funds that would hopefully be released from the Park and Ride Fund, are ear-marked for distribution, as a matter of urgency. Out of the ring-fenced funds, only Harbledown has committed it's £5,000 towards the creation of a War Memorial Garden. We have not yet received any viable suggestions for use of the funds available, from either Upper Harbledown or Rough Common.

A discussion was held on the purchase of a 99-year lease or freehold of St Mary's Hall, Upper Harbledown. It is understood that the Upper Harbledown Association is meeting on the 26<sup>th</sup> November, and it is hoped that this matter will be discussed.

Councillor Larkinson said that she understands from Kent County Councillor John Simmons, that there is a fund for village halls, and it is possible that monies could be given towards the purchase of a lease for St Mary's.

A discussion was held on the Playing Fields at Rough Common, and the Clerk was asked to explore the legal position between the Parish Council and the Rough Common Village Hall Management Committee. It was agreed that Councillor Perham would set up a meeting with representatives of the Rough Common Village Hall committee. Any arrangements for necessary work on the sports field would be arranged by e-mail, as there is no meeting until the 26<sup>th</sup> January 2015.

The Clerk reported that he had written to the Treasurer of the Rough Common Village Hall Management Committee, asking him to complete an rate relief form received from Canterbury City Council, and return it to them as soon as possible.

## **Open Spaces and Allotments**

### **Open Spaces**

Councillor Conway reported that a grant of £1,600 had been granted from the Opportunities Fund and that this would be used for work at Neal's Place Meadow.

Councillor Conway asked the Open Spaces Group to meet either at Neal's Place Meadow or another venue to discuss the priorities at the meadow.

Councillor Conway reported that he had spoken to the contractor's of UK Power Supply regarding the damage done to the ground at Duke's Place Meadow. The contractors have promised to rectify the damage, when the weather improves.

### **Allotments:**

Councillor Perham reported that Mr J N Morrison has decided to relinquish his tenancy of plot 4, at Hillside Allotments, but will retain plot 8.

The Clerk has written to Mrs Clark seeking clarification regarding plots 7 and 14 also at Hillside Allotments.

## **94/14 Reports of Councillors with Portfolios**

### **Footpaths:**

Councillor Golding gave her report:

#### **Footpath CB521A.**

Mr Finn had expressed my own hope that the new surfacing would fall short of the high-banked top part, so I wrote to the PROW's mentioning it's ancient, unspoilt value as part of the Pilgrims Way. The enforcement officer has inspected it with the area chief. It has been decided to surface to prevent run-off affecting the lower new surface. Two other awkward sections further on will be improved for walkers.

Another path to be helped with a better surface is the short, narrow length below Duke's Meadow.

We have cleared CB505 to Whitstable Road. I have seen Kent College head grounds man about the pipe letting sports field run-off into the path. He has agreed to pipe below into lower ground away from the path.

I have spoken to PROW's again about the path at Whitehall farm. A barrier at the roadside is not thought vital, because of the speed limit is now 20mph, but the path above ABC steps will be made easier to use. As to the handrail question, I will have to chase Network Rail for an answer. Councillor Shire has taken photographs of the site.

We have cleared the path that runs behind Pine Meadow.

### **Tree Matters:**

Councillor Shire reported that a proposal to remove a silver birch tree at Whits End, Mill Lane, Harbledown, and a proposal to fell, lift and reduce crown of trees at Church Hill House, Church Hill, Harbledown had been made to Canterbury City Council.

### **Highways:**

Councillor Denham was indisposed and unable to attend the meeting however he submitted a written report to be read at the meeting.

An excellent handover file was received from Wendy Gregory.

### **New Pavement in Rough Common.**

The solicitors acting for both parties are now happy and work will be programmed as soon as Kent County Council have received the necessary signed paperwork.

### **Bus Shelter in Rough Common.**

A quotation has been received for £624.92. This covers the following work:

Clearing the nettles and shrubs touching the shelter, finish cleaning the structure and apply one coat of sealant and two coats of paint.

### **Park and Ride:**

There was no report.

### **Newsletter:**

Councillor Wright told the meeting that a Newsletter would be published early in the new year and will be asking Councillors for their reports before the end of December.

Councillor Larkinson and Councillor Cain have been discussing the printing of posters publicising the election to the Parish Council in May 2015.

**95/14 Reports of Councillor representatives**

**No Man's Orchard:**

Councillor Conway gave an introductory tour of the orchard to the new representative of the Kentish Stour Countryside Partnership.

The cut of the orchard scheduled for October was not carried out and this has resulted in luxuriant growth of bramble in the orchard. Councillor Conway said that money would need to be spent to keep the orchard in good order.

**Police Liaison:**

Councillor Edis said that she had received an email from the PCSO with three dates for his surgery. Unfortunately he did not advise locations for these meetings and he is currently on leave.

The PCSO advised that there had been nothing-substantial happening in the Parish, in policing terms.

**Rough Common Village Hall:**

Councillor Cain reported that no date has yet been set for work on disabled access at the hall and that the committee are looking for more people to assist in the running of the hall.

The Treasurer has been asked to report on the revenue raising activities at the hall.

**KALC:**

Councillor Larkinson said that the association would like to arrange area meetings, to enable the general public to know more about being a Councillor.

**96/14 Update status on other items:**

**97/14 Correspondence:**

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

**98/14 Finance and Accounts for Payment:** It was resolved to accept the accounts for payment. Proposed by Councillor Edis and seconded by Councillor Shire

**99/14 Future Issues:**  
**Council Membership.**  
**St Mary's Hall, Upper Harbledown.**  
**Allocation of Funds.**  
**St Dunstan's Regeneration Scheme.**  
**Standing Orders.**

**The next meeting will take place on 26th January 2015 at St Michael's Church Hall, Harbledown, commencing 7.30 pm.**  
**Planning Applications will be on display from 7.15 pm.**

The meeting closed at 8.55 p.m.

# Harbledown and Rough Common Parish Council

## Schedule of Authorised Payments 27<sup>th</sup> October 2014.

### PAYMENTS

Date		£
20-Nov	D R Frost Salary & Expenses Nov 14	576.02
20-Nov	D R Frost Salary & Expenses DEC 14	500.10
20-Nov	Wicksteed Leisure. Play Area inspections Oct 2014	108.00
20-Nov	South East Water Hillside Allotments	43.82
22-Nov	Boys & Maughan Legal fees lease Neal's Place Meadow	523.00
		<hr/>
		1750.94
20-Nov	HMRC PAYE Month 8 November 2014	159.00
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	Total Payments	1909.94

### Significant Receipts

12-Nov	HMRC VAT Repayment September 2014 Quarter	813.64
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		813.64

CHAIRMAN

COUNCILLOR

24TH NOVEMBER 2014.









