

HARBLEDOWN AND ROUGH COMMON PARISH COUNCIL

Minutes of Parish Council meeting held at Rough Common Village Hall,
On Monday 30th October 2017

Meeting commenced at 7.30 p.m.

Present Councillors A Cain, J Larkinson A Blunt, R Beattie, Jacqui Cotterill, John Cotterill, S Docherty J Edis, R Perham, T Richards, B Shire, Canterbury City Councillor Amy Baker, (and 4 members of the public present)

80/17 Confirmation of Summons

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

81/17 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.

82/17 Apologies for Absence.

D Frost Clerk (Family sickness), Canterbury City Councillors, Ben Fitter-Harding, Robert Thomas and George Metcalfe (Canterbury City Council meeting), Kent County Councillor John Simmonds.

83/17 Approval of Minutes

It was proposed by Councillor Beattie and seconded by Councillor Edis that the Minutes of the meeting held on 18th September 2017 be signed as correct.

84/17 Matters Arising.

The dead tree in Cheyney Field has been removed.
The reflective signs by the 'hole in the wall' have been cleared.
Resurfacing of the road by St Michael's Church is still pending.
The tree overhanging a resident's property in Hillview Road has been removed.

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.

85/17 Planning applications.

CA/17/02066/FUL Willow Down, Wingate Hill, Harbledown .

Proposed change of use of and conversion of existing double-garage to provide one self-contained holiday accommodation.

CA/17/02264/FUL 12 Fir tree Close, Rough Common

Proposed outbuilding for ancillary accommodation

CA/17/02349/FUL. 121 Rough Common Road, Rough Common.

Proposed front, side and rear extension with loft conversion. New gable to street and rear elevation with 12 roof lights, replacement windows and demolition of existing garage.

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

Decisions. Granted.

CA/17/01924/VAR. Bigbury Hollow, Pilgrims Lane, Harbledown.
Removal of condition 11 of planning permission CA/11/00660/FUL.

CA/17/01974/FUL. 15 Highfield Close, Rough Common.. Two-storey and single-storey rear extension with roof lanterns above. Single-storey side/rear extension to incorporate garage, utility room with 3 roof lights, following demolition of existing garage.

CA/17/01681/FUL. Neal's Place Farm, Neal's Place Road, Harbledown.

Change of use of land for the stationing of one caravan for residential use and proposed installation of two poly tunnels.

86/17 Committee Reports

Finance

Councillor Perham reported that the Finance Committee met on the 27th October 2017 and that the Precept budget for 2018-2019 were discussed. The Precept figure for 2018-2019 totals proposed net expenditure of £26,838 and was recommended for approval by the full Parish Council committee. The acceptance of the report was proposed by Councillor Larkinson and seconded by Councillor Edis. The report was unanimously accepted.

Councillor Perham said that the Concurrent Funding Function is in place until the year 2012/2021 and that the amounts being received equate to some 67% of our total application, and that any shortfall on actual spend would need to be taken out of the Precept and General Reserves, should it be necessary. Councillor Perham also said that it is possible that the Concurrent Funding Function could cease after 2010/2021. In the light of this increases to future precept spending should be considered in the future and this was discussed.

Open Spaces and Allotments

Open Spaces

Councillor Docherty gave his report:

Neal's Place Meadow.

The meadow has at last been cut and I will attempt to clear a small area to plant some wildflower seeds.

The benches for the meadow have been made and are awaiting their last staining treatment. I hope to be able to collect them and have them installed in the next week.

I had a response to a letter sent to James Ross at Canterbury City Council in which he indicates that he is hoping that the new tenant for the Neal's Place Farm business tenancy will be in before Christmas.

Dukes Meadow.

Dates for the hedge cutting haven't been determined yet, but I have asked to meet Landscape Services at Dukes Meadow to ensure that the hedges bordering Westgate Close are dealt with correctly.

Cheyney Field and Pine Meadow.

I have replaced two incorrect signs on the gates into Cheyney Field and Pine Meadow play area with new "No Dogs allowed" roundels.

Blean Woods

Regarding the dog issue at Blean Woods reported by a resident at last months meeting- whilst not really an issue for the Parish Council, I have contacted the warden for the bird sanctuary who says that dog walkers should follow the advice given on the notice board at the car park to use the white trail and that dogs should be kept on leads between the dates of 1st April and 31st July because of ground nesting birds. He has plenty to do and is not there to monitor dog-walking activities but will help if there are any issues. He recommends though, that if the public or dog walkers have an issue with aggressive behaviour from other dogs, the City Council dog warden is the first point of call – details of which are on the City Councils website.

Allotments:

Councillor Perham reported that Mrs Clark is ignoring instructions to relinquish her plot and attempting to sub-let half of it. She was also still selling produce from a stall during the summer

87/17 Reports of Councillors with Portfolios

Footpaths:

Councillor Blunt gave his report:

At the last meeting I reported the broken glass and general mess left on the entrance to the Pilgrims Way at the bridge over the A2 after a burnt out vehicle was dumped there. I have now been out and cleared up the worst of the debris.

Also at the last Parish Council meeting it was reported that the dog waste bin has suddenly gone from the footpath linking Fir Tree Close and Ross Gardens, at the top end and nearest the Fir Tree Close cul-de-sac. In an effort to get this replaced and perhaps an additional dog waste bin to be situated near the playing fields, I have tried to contact Serco, who are responsible for these by telephone on numerous occasions but have not received any response. I will persevere and keep the council informed.

A tree has fallen across the path from Chartham Hatch towards Upper Harbledown in No Mans Orchard, it is quite a large trunk and I have reported this to KCC so hopefully this obstacle will be cleared quite soon.

Tree Matters:

Councillor Shire reported that the donated hornbeam cannot be planted at the bottom of Palmars Cross Hill as it is too small. This will be planted in Neal's Place Meadow with a wooden plaque to recognise the donation.

The hedge at the bottom of Neal's Place Meadow is being visited by Hugh Williams who will cut it back to reduce nefarious activities within it, if he can get suitable machinery onto the field. Otherwise it will be trimmed later.

The tree leaning against a fence of a house in Hillview Road has been removed.

Planned works by residents in the conservation area:

China Cottage, Plough Lane, Upper Harbledown. Crown reduce and trim 3 silver birches. No objection.

37 Mill Lane, Harbledown. Fell one oak and one ash; registered and to be visited.

39 Mill Lane, Harbledown. Fell an ash and a holly and pollard a sycamore. Also to be visited.

Willow Farmhouse, Upper Harbledown. Fell 8 conifers next to back drive. No objection.

Domaso, Summer Hill, Harbledown. Reduce height and spread of cedar in front garden. This tree is lopsided because of a close neighbour which was felled to give it more space. It needs tidying. No objection.

Highways:

Councillor Beattie reported that street lighting in Palmars Cross Hill needs to be investigated, as residents are concerned about insufficient lighting. This could confuse drivers into believing that this is a country road rather than a village road so not adhering to the speed limit. The addition of a pavement near Limes Place development, Upper Harbledown, is still being investigated.

Paul Leary at KCC is awaiting final approval to provide traffic surveys at the three Speedwatch sites in Rough Common, Harbledown and Upper Harbledown. Lead-in-times mean that he is currently looking at installation date of early to mid-December.

Paul Leary will contact Councillor Perham to discuss the bus shelter proposals. He will arrange a site visit in November to have a walk through the site and also to consider the SID and village gateway features. Councillor Beattie will provide Paul Leary with Councillor Perham's contact details.

Newsletter:

Councillor Jacqui Cotterill gave her report.

Emergency Planning.

After some difficulty finding any point of contact for Kent Resilience, I found Andy Jeffrey who was Resilience officer at Canterbury City Council but is now moving to a more senior role at Kent County Council and is training his replacement at Canterbury City Council.

He says that Kent Resilience is undergoing major changes at present. However he has given me the template to use when developing the emergency plan. As this template mainly refers to large councils with major resources I have had to do quite a bit of pruning and restructuring to come up with something in line with other councils but works for us in this smaller area.

I have worked with Andy through the potential risks and problems for this area. Then I have put together a plan for how we can use the amenities in this area in the event of an emergency. I have prepared a plan and list of available amenities at St Mary's Hall, Upper Harbledown and now need to do a similar inventory at the two other halls. The list will go along with the whole plan, when complete, to Kent

Resilience so the emergency services know what is available to them in this area. I cleared up with Andy exactly what our responsibilities would be and how we would work with the other agencies. I will include this in the plan. The local WI can help in an emergency and are developing a phone callout list to provide volunteers. Councillor Cotterill then went on to itemise further work that will be necessary, and said that there will be more items to do when the plan comes together.

Newsletter

A letter explaining the emergency briefly needs to go out to all residents with the newsletter so that they are aware that it exists and know the village halls will be a gathering and contact point if there is an emergency. An appeal for volunteers and equipment also needs to be included as well as asking if there are any residents that might need help in an emergency due to ill health or poor mobility.

The Facebook page is doing well.

Website.

Can you please ask any group you are involved in to send details to Councillor Cotterill for inclusion on the website. Lots of things are going on in the villages but no one knows about **them**.

88/17 Reports of Councillor representatives

No Man's Orchard:

There was no report

Police Liaison:

There was no report.

Rough Common Village Hall:

There was a discussion concerning the management of the playing field amid concerns that there was too much work for the Rough Common Village Hall management Committee. It was unanimously agreed that the Parish Council will take over responsibility for managing the field and will work closely with the cricket club to produce a new lease agreement by 1st April 2018.

The Rough Common Village Hall Committee will retain management of the hall.

The Rough Common Hall Committee will discuss the occasional use of the hall as a Post Office. Residents have contacted our MP, Rosie Duffield, and she is now talking to the Post Office about a mobile Post Office unit at the hall.

KALC:

The AGM will take place on 18th November at Ditton Community Centre. Councillors Larkinson, Shire, Jacqui Cotterill and Beattie are hoping to attend.

89/17 Update status on other items:

90/17 Correspondence:

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

91/17 Finance and Accounts for Payment: It was resolved to accept the accounts, proposed by Councillor Larkinson and seconded by Councillor Edis

The balance of funds held at bank amounted to £128,055.94.

92/17 Future Issues.

Rough Common Village Sign.

Bus shelter in Rough Common Road

Emergency Plan.

Rough Common Playing Field

The next Parish Council meeting will take place on 27th November 2017 St Mary's Hall, Upper Harbledown commencing 7.30 pm

The meeting closed 8.52 p.m.

Harbledown and Rough Common Parish Council

Schedule of Authorised Payments 30th October 2017.

PAYMENTS		Cheque	
CPRE	Annual Subscription	427	36.00
Hugh Williams	Prune branches St Michael's Close	428	75.00
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			111.00
		BACS	
D Frost	Salary & expenses Oct 2017		588.32
HMRC	PAYE/NIC October 2017		152.95
Harbledown PCC	Hall rental for 18.09.17		20.00
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	Total Payments		872.27
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	Significant Receipts		
	HMRC VAT Sept Quarter 2017		886.18
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