

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

Minutes of Parish Council meeting held at Rough Common Village Hall,  
On Monday 26th February 2018

Meeting commenced at 7.30 p.m.

**Present Councillors A Cain, J Larkinson A Blunt, R Beattie, J Edis, R Perham, T Richards, B Shire, Canterbury City Councillors Amy Baker and Robert Thomas (and 7 members of the public present)**

**106/17 Confirmation of Summons**

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

**107/17 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.

**108/17 Apologies for Absence.**

Councillors Jacqui and John Cotterill (holiday), Councillor Docherty (Family event). Canterbury City Councillors Ben Fitter and George Metcalfe and Kent County Councillor John Simmonds (sickness).

**109/17 Approval of Minutes**

It was proposed by Councillor Blunt and seconded by Councillor Beattie that the Minutes of the meeting held on 27<sup>th</sup> November 2017 be signed as correct.

The meeting scheduled for the 8<sup>th</sup> January 2018, was cancelled.

**110/17 Matters Arising.**

There were 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.**

**111/17 Planning applications.**

**CA/17/0227/FUL. 3 College Place, Rough Common Road, Rough Common.**

Proposed single-storey rear extension with 3 roof lights, raised decking and steps. **Revised Scheme.**

**CA/17/02806/FUL 37 Rough Common Road, Rough Common.**

Proposed single-storey rear extension.

**CA/18/00321/FUL. Plough Cottage, London Road, Upper Harbledown.**

Proposed detached garage.

**CA/18/00069/FUL. The Retreat, London Road, Upper Harbledown,**

Application for lawful development certificate for existing use as a scrap yard.

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

**CA/18/00156/FUL. 10 Oaks Park, Rough Common.**

Proposed part single-storey and part two-storey rear extension following demolition of garage..

**CA/18/00273/VAR. Oakside Lodge, London Road, Upper Harbledown.**

Variation of condition O2 (approved drawings) of planning permission CA/15/00756/FUL

**Councillor Larkinson reported that she would be arranging to speak to the planning officers and arrange visits where necessary. Councillor Larkinson will report on these applications at the March parish Council meeting.**

**CA/18/00219/MIN. Woodside, Bigbury Road, Chartham Hatch**

Non-material amendment to planning permission CA/17/01198/FUL  
To allow for increase of 35cm in depth of glass atrium at rear of proposed two-storey detached dwelling.

**CA/18/00325/FUL. Woodside, Bigbury Road, Harbledown.**

Proposed two-storey detached dwelling following demolition of existing dwelling.

**Councillor Larkinson said that she would be arranging a site visit to Woodside, Bigbury Road, Harbledown and speaking to the planning officers regarding the two planning applications and will report to committee at the March Parish Council meeting.**

**Decisions. Granted.**

**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 no roof lights. Replacement windows and demolition of existing garage.

**CA/17/02473/FUL 40 Rough Common Road, Rough Common.**

Proposed single-storey side and rear extension with garage.

**CA/17/02498/FUL Ville of Dunkirk, Dover Road, Upper Harbledown**

Proposed garage with storage over and illuminated tennis courts.

**CA/17/02557/FUL. 37 Ross Gardens, Rough Common.**

Proposed rear and side extension and single-storey extension following

removal of existing extension, with the addition of a parapet to a portion of the roof.

**CA/17/02484/VAR. Neal's Place Farm, Neal's Place Road,**  
Removal of condition 04, planning permission **CA/17/01681/FUL.**  
Change of use of land for stationing caravan and poly tunnels.

**CA/17/02774/FUL. 3 College Place, Rough Common Road, Rough Common.**  
Proposed single-storey rear extension with 3 roof lights, raised decking and steps. **Revised Scheme**

**CA/17/02806/FUL 37 Rough Common Road, Rough Common.**  
Proposed single-storey rear extension.

A member of the public reported that building materials are being kept on land between 'Willow Downs and 'Running Waters' properties and that the owner of 'Willow Downs' is illegally using the land as a storage area for this purpose.

Councillor Larkinson told the meeting that she has reported this to Canterbury City Council Planning Enforcement team, and that she will contact them to confirm that they are investigating the matter.

Mr Jeremy Baker addressed the meeting regarding the proposed slip road coming off the A2 and linking into the roundabout by Morrison's Supermarket. The planning officers are considering the application and Mr Baker asked the Parish Council to make an official representation to Canterbury City Council in support of this scheme. The Chairman confirmed that the Parish Council supports the scheme and would be writing to Canterbury City Council accordingly.

## **112/17 Committee Reports**

### **Finance**

There was no report.

The St Michael's Church Hall Secretary addressed the meeting regarding the arrangement of a Royal Wedding Party at Laurence House, on 19<sup>th</sup>

May, to celebrate the wedding of Prince Harry. The event would also be used to raise funds for the upgrade of the road leading up to St Michael's Church Hall and also to improve the lighting. The representative asked if the Parish Council would donate to the event and Councillor Perham proposed that the Parish Council donate £150 to the event. The committee unanimously approved this.

## **Open Spaces and Allotments**

### **Open Spaces**

#### **Councillor Docherty submitted a written report:**

It is a very quiet time around all the Open Spaces sites, with little to report. Of note, though, there was an incidence of fly tipping at the bottom of Neal's Place meadow near the Meadow Close entrance on Saturday evening. It was spotted by a local resident who kindly cleared it up yesterday. It appeared to be mainly household waste – I shall keep an eye on it.

Also with Neal's Place Meadow, the new benches are currently with the contractor for installation. He has been waiting for ground conditions to improve so that he can get his vehicle on site.

A meeting of the FOSAT group was organised recently, though unfortunately we weren't able to muster a full committee so I shall arrange another one in the next few weeks. Matters that we did discuss were footpath issues., the site for the legacy tree, upkeep and appearance of bus shelters and telephone booths, and the upkeep of the War Memorial and its garden.

#### **Allotments:**

Councillor Shire reported that the allotment holder's noticeboard at Hillside Allotments has collapsed and will need repairing or replacing. Councillor Perham said that he would talk to Mr Tom Witney about this.

## **113/17 Reports of Councillors with Portfolios**

### **Footpaths:**

Councillor Blunt reported that he had walked quite a few of the footpaths since Christmas and they are generally in good order, with a couple that have had to have a slight trim back before the bird nesting season starts properly.

Footpath CB505 that links from Whitstable Road to the rear of Kent College to footpath CB504 will be trimmed in the next few days if time and weather allows.

The sites that needed attention have been reported to Kent County Council but the area at the bottom of Golden Hill still has not been dealt with. Councillors Blunt's report number 669445 made on 2<sup>nd</sup> November 2017 is still awaiting allocation and he asked Canterbury City Councillors Amy Baker and Robert Thomas if they could pursue this.

Councillor Blunt is very concerned with the amount of litter that is being deposited next to footpath number CB521, from Faulkners Lane towards London Road Estate, which runs parallel to the A2 road and specifically where the coast-bound layby is. This is now an absolute eyesore and really disgusting. This has been reported to Highways and a reply is awaited.

### **Tree Matters:**

Councillor Shire reported that she attended a tree wardens' training day at Kingsdown about Tree Preservation Orders, and Conservation Areas. It was very informative and delegates were supplied with forms for requesting TPOs as well as information about what makes a tree suitable for a TPO. One point made was that Planning Permission for a building overrides any tree protection by TPO or conservation area.

Councillor Shire has been asking our Tree Surgeon about crown reducing the trees on the North and East sides of Dukes Meadow. He is busy and the weather hasn't been helpful, but it is hoped that the work will be done before the bird nesting season.

Trees have been cut last week by a Tree Surgeon at Havisham House. Councillor Shire asked him whether permission had been sought and he said yes, but a search on the City Council Website showed this not to be the case. Councillor Shire said that could sympathise with the new occupants, who may not realise that their garden is in a conservation area, and the time it takes to request planning approval. Councillor Shire suggested that perhaps a letter be sent to the occupants explaining this would help.

There are no current applications for work to trees in the conservation area.

## **Highways:**

Councillor Beattie reported that there had been reports of a vehicle blocking the entrance to Fir Tree Close, Rough Common and preventing access by bin lorries. Councillor Beattie's understanding from discussions with residents is that one car in Fir Tree Close and one in Ross Gardens cause this problem at the junction. The vehicle is parked on the side of the road outside the owner's house. They have no off-street parking available except for a strip of grass, which is believed to belong to the City Council. The response from the City Council parking department is to suggest that there should be permanent double yellow lines along the whole of the road. Councillor Beattie has attempted to contact Serco for clarification but they have not responded. All the residents who responded to the survey disagree with the council's proposal. Some residents have suggested that parking restrictions are introduced at the junction only, or that the resident should arrange some off-street parking. Only 1 Fir Tree Close does not have parking available on a drive.

A survey of traffic was carried out on the main routes through our three villages from 14<sup>th</sup> to 20<sup>th</sup> of December. Typically, more than 50% of vehicles exceed the 30mph speed limit. As the data was collected just before Christmas in poor weather conditions, the results fell to about half what was expected based on the Speedwatch sessions. Councillor Beattie will be discussing the results with Toby Butler of KCC and Councillor Perham to identify a way forward. Options include: -

1. Sign that shows actual speed- cannot be permanently installed so has to be mobile and battery powered.
2. Fixed sign showing speed limit-30 mph whenever the 35 mph threshold is exceeded. Can be solar powered.
3. Speed humps in the middle of each lane- like the university.
4. Speed humps that go all the way across the road – sleeping policemen.
5. Speed humps – wide, like at Herne Bay seafront.
6. Chicanes – like Downs Road.
7. Speed cameras-fixed- the bright yellow ones that issue fines.
8. Average speed check – SPECS cameras – operates over at least 200m and is fixed. Linked to national database and issue fines.

A discussion was held on the options and Councillor Beattie recommended the purchase one or two moveable signs to be used in all three villages. After further discussions it was unanimously agreed by the committee that one speed indicator device with six poles be purchased at a total cost of up to £7,500.

Councillor Beattie and Councillor Perham are arranging a meeting with Toby Butler of KCC. A date is yet to be agreed.

Councillor Beattie reported that Kent County Councillor John Simmonds has agreed to fund traffic calming measures in Rough Common, including white picket gates at the entrance to the village.

Councillor Richards made reference to the need for better public transport

through Rough Common to dissuade people using their private cars. A discussion was held amongst the committee and members of the public. Canterbury City Councillor Amy Baker said that the City Council is in the process of formulating a transport plan. Councillor Larkinson is going to attend a ‘ Sustainable Transport Meeting’ on Thursday 1<sup>st</sup> March.

A member of the public addressed the meeting and said that the 9.30am bus scheduled to run through Rough Common has not run for the past 3 weeks.

Councillor Richards will raise the question of providing Social Transport by writing to Kent College to see if they would be willing to provide suitable transport. Meanwhile Councillor Cain will contact the bus operator Stagecoach regarding the non-appearance of the 9.30 bus at Rough Common.

Councillor Richards raised the question of the proposed bus shelter at Garden Close Rough Common. Councillor Perham explained that Kent County Council will not support this shelter as they believe not enough people will use this facility.

Councillor Richards has asked for a further meeting with Kent County Councillor John Simmonds to discuss this matter again. Councillor Beattie suggested that Canterbury City Council be asked to put pressure on Kent County Council to revisit the matter. Canterbury City Councillor Amy Baker said she will try to do this and the committee asked Councillor Richards to work with Amy to achieve this.

#### Newsletter:

The spring edition of the Newsletter will be printed and brought to the March meeting, for distribution.

Councillor Cain said that any items of news or events should be notified to Councillor Jacqui Cotterill for inclusion on the Parish Council website.

#### **114/17** Reports of Councillor representatives

##### **No Man’s Orchard:**

Councillor Larkinson said that there will be an event to commemorate the 40<sup>th</sup> anniversary of the North Downs Way and the end of World War 1, in the orchard late April or early May.

##### **Police Liaison:**

Councillor Edis said that a new PCSO has been appointed. There has been one theft and criminal damage to a vehicle in Rough Common.

**Rough Common Village Hall:**

Councillor Cain reported that the Parish Council agreed to take over the management of the playing field, cricket lease, pavilion and play area when requested to do so by the Village Hall Committee. The Charity Commission advise that the present charity document would not allow the charity to split management away from the hall. The Parish Council would have to take over the whole charity and then appoint trustees to manage the hall. The Village Hall Committee voted against disbanding the charity and will now continue alone.

The Hall Committee have been reminded that the deadline for spending the £15-£20K set aside for the play area expires in August 2018.

Further discussion has taken place regarding the Cricket lease and may be near to agreement.

The AGM for the village hall will take place on Saturday 28<sup>th</sup> April from 2pm to 4pm. Residents will be invited to an open day to discuss the hall and playing field followed by the meeting to report progress with refurbishment and appoint trustees. It is hoped a newsletter will be distributed to every household inviting them to the AGM and asking for volunteers to help with the refurbishment.

Amy Baker reported that funding for painting the hall has been agreed and that work will start on 2<sup>nd</sup> April for two weeks.

A member of the public asked about the installation of the telephone line for the hall. Amy Baker said that the delay is due to the Broadband provider.

**KALC:**

There was no report.

**115/17 Update status on other items:**

**Rough Common Village Sign.**

A number of quotes were received. The Committee agreed to proceed with the quote from 'Village Sign People' at a cost of £3,900. Councillor Perham said that the Parish Council should not commit to installation by the manufacturer, at this stage.

**116/17 Correspondence:**

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

**117/17 Finance and Accounts for Payment:** It was resolved to accept the accounts, proposed by Councillor Edis and seconded by Councillor

Beattie. **The total of balances held at bank amounted to £119,446. 67**

**118/17 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 26th March 2018  
St Mary's Hall, Upper Harbledown commencing 7.30 pm**

The meeting closed 9.30 p.m.

## Harbledown and Rough Common Parish Council

### Schedule of Authorised Payments 26th February 2018.

<b>PAYMENTS</b>		Cheque	
Harbledown PCC	Magazine subscription 2018	430	11.50
South East Water	warter supplies Cheyney Field	431	54.47
			<hr/>
			65.97
		<b>BACS</b>	
D Frost	Salary & expenses Dec 2017		597.86
HMRC	PAYE/NIC December 2017		152.95
Webmonkey	Website maintenance Dec 2017		72.00
Cllr S Docherty	Signs for open spaces		13.42
St Michael PCC	Annual Rebt 2018 St Mary's		250.00
LCS	Second half yearly Ground Maint		5971.22
The Vineyard Garden Centre	3 wooden benches for Neal's Place Meadow		1116.00
D Frost	Salary & expenses January 2018		605.76
HMRC	PAYE/NIC January 2018		153.15
Webmonkey	Website maintenance Jan 2018		72.00
D Frost	Salary & expenses Feb 2018		585.31
HMRC	PAYE/NIC February 2018		152.95
Webmonkey	Website maintenance Feb 2018		72.00
Wicksted	Play Area inspection		54.00
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	<b>Total Payments</b>		<b>9934.59</b>
			<hr/>
	<b>Significant Receipts</b>		
Payin 26/35	Allotment rents 2018		494.83
	M		
Bacs	BARSZCZ		7.97
Bacs	H Chung		10.87
	T		
Bacs	Goessens		17.50
Bacs	I Nyoni		17.50
Bacs	S Hatton		10.25
HMRC	VAT Repayment Dec 2017 Qtr		1,229.36
NS&I	Interest to 31 Dec 2017		406.83
			<hr/>
			548.67
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