

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

Minutes of Parish Council meeting held at St Mary's Hall, Upper Harbledown  
On Monday 25th June 2018

Meeting commenced at 7.30 p.m.

**Present Councillors A Cain, J Edis, , R Beattie, Jacqui Cotterill, John Cotterill, T Richards, Canterbury City Councillor Amy Baker, Clerk D Frost (and 2 members of the public present)**

**41/18 Confirmation of Summons**

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

**42/18 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.

**Apologies for Absence.**

**43/18** Councillor Perham (holiday), Councillor Blunt (holiday), Councillor Larkinson (holiday), Councillor Docherty (work meeting), Councillor Shire, Canterbury City Councillors Ben Fitter-Harding, George Metcalfe, Robert Thomas (CCC meetings), Kent County Councillor John Simmonds.

**44/18 Approval of Minutes**

It was proposed by Councillor Beattie and seconded by Councillor Edis that the Minutes of the meeting held on 21st May 2018 be signed as correct.

**45/18 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.**

**46/18 Planning applications.**

**CA/18/00964/FUL 60-62, Rough Common Road, Rough Common**

Proposed two-storey rear extension and cladding to exterior. Councillors Perham and Larkinson have visited the property and **recommend no objection.**

**CA/18/01045/FUL. 9 Churchwood Close, Rough Common.**

Proposed first floor side and single-storey rear extensions and pitched roof to front. **Recommend no objection.**

**CA/18/01102/FUL. Land at 'The Retreat' London Road, Upper**

**Harbledown..**

Outline application for two dwellings with all matters reserved. Councillor Larkinson **recommend no objection.**

**CA/18/01041/FUL. Running Water, Wingate Hill, Harbledown.**

Proposed two-storey dwelling following demolition of existing outbuildings together with alterations to existing dwelling. **recommend no objection.**

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

**Decisions. Granted.**

**CA/18/00909/FC. Bigbury Orchard, Bigbury Road, Harbledown.**

Application for prior notification for agricultural storage building.

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

Variation of plans.

**47/18 Committee Reports**

**Finance**

Councillor John Cotterill reported that the three members of the Finance Committee had an informal meeting and discussed charitable donations. Councillor Cotterill recommended in the year 2018-2019, a donation of £250 be given to Kent Surrey Sussex Air Ambulance from the Precept budget, but that donations will not be included in future Precept budget.

The committee members present unanimously agreed the donation to Kent Surrey Sussex of £250.

The Finance Committee members also discussed using subcontractors to do manual work for the Parish Council, and that the Councillors should perform a supervisory role for the work undertaken.

Councillor John Cotterill asked the committee to email him a list of suggestions of the work that could be performed by a subcontractor.

## **Open Spaces and Allotments**

### **Open Spaces**

Councillor Docherty submitted a written report.

The benches have at last been fixed on the bases at Neal's Place Meadow and they look very good. A Heritage tree will now be able to be planted near the bench sited along the cycle route at the top of the meadow.

I have chased the water company to remove the temporary fencing that is still in the meadow following the recent water leak.

Grass growth has now slowed but I will contact Landscape Services to arrange the main meadow grass cuts at Dukes Meadow and Neal's Place.

### **Allotments:**

## **48/18 Reports of Councillors with Portfolios**

### **Footpaths:**

Councillor Blunt submitted a written report.

The continuing saga of the repair of the two stiles along footpath CB485 from Harbledown to the base of Golden Hill continues, despite my best efforts to get a resolution I am no further on and am informed by KCC that the repairs are allocated but as we have already waited eight months I am not overly optimistic. I have now enlisted the Chartham and Stone Street City Councillors and Kent County Councillor John Simmonds to help speed things up.

As a Parish, due to the good weather, we have had quite a few overgrown paths. The footpath CB503 running from St Michael's Close past Garden Close onto Churchwood Close was particularly bad and I have now cut back the grass and hedges to a sensible level. I have cut back and used a brush cutter on the footpath CB504 from Lovell Road down to the footbridge, so this is passable without being assaulted by stinging nettles.

We had a complaint about the bridleway CB451A at the rear of Pine Meadow in Upper Harbledown being impassable and this I have cleared from the main road all the way along to the small footbridge also the steps leading up from the path into Pine Meadow have been strimmed.

I have been approached by a resident about cars being parked on the pavement outside 112 Rough Common Road whilst the owners of these vehicles visit Canterbury Auto Centre, which appears to trade from this address. This needs to be investigated, and I am not sure if village trading is a Parish or City Council matter.

Lastly, we have received complaints about the front garden being overgrown at 65A Rough Common Road which seriously affects the sightline of motorists leaving Lovell Road, which is quite a dangerous exit. This is a student-let property and despite asking the tenants to contact and report this to their landlord nothing has been done, so I have taken it upon myself to reach over from the pavement as far as I can and cut the worst of the high weeds down. This is only a temporary solution.

City Councillor Amy Baker reported that she has spoken to Kent County Councillor Alan Marsh regarding the two stiles on footpath CB485 and that he has said that KCC are prepared to fund the purchase of one replacement stile. Councillor Baker asked the Parish Council to let her know an appropriate design for the replacement stile.

### **Tree Matters:**

Councillor Shire reported that two applications for work have been received:

Keepers Croft. Crown lift. Remove low hanging branches of an ash tree at Keepers Croft, Church Hill, Harbledown, to clear the road. No objection.

Remove dead wood and low hanging branches to oaks between Rough Common Road and Oaks Park. Work already done, since immediately approved. A notice suggests that the path may be closed from July for a month or up to 6 months; Councillor Shire said that she has not seen a request or plans for further works to the trees, though one oak by the path has fungus at the base.

Our tree surgeon has reduced the crowns of the ash tree along footpath CB519A, removed ivy and since it was rotten he felled the middle ash (reported dead by a neighbour last year, but still growing despite rot) He declared it a safety issue. The cut wood has been left behind the tree among the brambles, since diseased ash is not supposed to be moved around the countryside.

The sycamores on the edge of Dukes Meadow (at the back of Westgate Close houses) have had the epicormic growth removed and taken away, However, the tree surgeon found substantial rot in one trunk and will be writing a report to submit to the City Council for permission to fell this tree.

A resident asked about the overhanging large tree in a neighbour's garden and advice Councillor Shire forwarded advice from the City Council's arboricultural officer about dealing with neighbour's trees. She will ask the neighbour for permission to cut back overhanging branches.

Councillor Shire has been in touch with the arboricultural officer about a hedge outside the parish, which overhangs the allotments and has pushed down a fence panel onto a plot. He advised that the cost of legal action

was likely to be far in excess of doing the work required, namely cutting the hedge down to 2m high and back to the boundary line. The Clerk has written a letter to the owner of the student let house seeking written permission before doing any work. The owner has already said that she will not do anything but that we can, and we can leave the results in her garden, but we need this permission in writing.

The birch tree outside 29/31 Rough Common Road is showing signs of drought stress – leaves going yellow. The residents of number 29 asked for a birch tree as a companion to one in their garden. It appears that no one is helping to water this tree; Councillor Shire has asked Highways, as they do remedy problems with young trees, which they have planted. If any nearby resident is able to tip a bucket or two of water down the pipe by this tree we would be very grateful.

Councillor Shire reported that she has been contacted by Dunkirk Parish Council who wants to share information about the destruction of Fishponds Wood by Gate Filling Station. Dunkirk Parish Council brought out a court order to stop the tree felling (all TPOs) and while they were delivering it he perpetrator was still felling trees. Apparently he has felled hundreds of such trees and paid the fines.

#### **Highways:**

Councillor Beattie reported that:

Speedwatch.

Sessions have continued at least once a week and have become successful enough to be recognised by Kent Speedwatch and they have asked for information on when is the best location and time for them to schedule a detector van or TruCam operator so that prosecutions can be obtained.

Councillor Beattie said that he has suggested TruCam may be better than a van as they will be able to operate opposite the village hall in Rough Common, as this is the best location in the area. Parking the van in the lay-by has not produced as many prosecutions as was hoped for.

Two locations have been agreed for a portable speed indicating device, which will show drivers their speed, as well as recording all traffic. This will be helpful in slowing down drivers as well as pinpointing the best times for enforcement. Councillor Beattie said that he has requested a quotation of the ‘advanced’ model that shows a ‘slow down’ message for offenders as well as the speed for all drivers. The price will be around £6,600. It was proposed by Councillor Beattie and seconded by Councillor John Cotterill that the Parish Council places an order for the device. The committee voted unanimously in favour.

A resident has complained about furniture and debris left at the roadside at number 1 Fir Tree Close. This is a result of the tenant having been evicted, and is the same person who blocked the road on Tuesdays so that the refuse lorry couldn’t get through. Councillor Beattie has spoken to the

letting agent and clearing is taking place today.

The issue with verge parking outside 59a Rough Common Road is being addressed. Colin Slattery of Landscape Services has been asked to quote for the work. Permission has been obtained from Kent County Council Highways engineer Kevin Abell.

The white lines at the entrance/exit of Blean Woods have been repainted so hopefully drivers will stop, instead of driving straight into Ross Gardens.

Canterbury City Councillor Amy Baker said that she has had a discussion with Kent County Councillor Alan Marsh and he has said that KCC are happy that a bus shelter be placed at Garden Close Rough Common, and that John Pugh of Stage Coach would help in drawing up a planned design for the shelter. Councillor Baker pointed out that the Parish Council would need to apply for planning permission before this could go ahead.

Councillor Baker said that litter has been cleared from the A2 at Harbledown and this has cost in the region of £20,000.

Councillor Shire in a written report said that she saw two minibuses belonging to the Howard School parked on the pavement. She also said that she usually passes two vehicles parked on the verge or footway every time she cycles through the village, and feels that our PCSO or enforcement officer should come through the village more often to discourage this practice.

A resident of Rough Common asked if the residents of Oaks Park would be allowed to put two plastic disposable benches on the green area of Oaks Park. The resident said that the residents of Oaks Park would fund the benches. It was pointed out that the benches would still require a concrete base. It was agreed that Councillor Beattie would establish who owns the land and then Councillor Beattie would survey residents of Oaks Park if they would want the benches.

If the residents were in favour then quotes would be obtained for the concrete bases and benches. It may be possible that the cost could be met out of any monies, which are left over from the distribution of the Park and Ride monies allocated to Rough Common. The Finance Committee would advise the committee when appropriate. A resident has offered to pay for a bench, if necessary.

Newsletter:

There was no report.

#### **49/18** Reports of Councillor representatives

##### **No Man's Orchard:**

Councillor Cain reported that tributes to World War One residents whose names are on the Harbledown War Memorial have been installed on the North Downs Way running parallel to No Mans Orchard.

Councillor Cain reported that Chartham Village Hall would be open on Sunday the 22<sup>nd</sup> July, for archives and tea.

**Police Liaison:**

Councillor Edis said that she has been unable to contact our PCSO.

In a written report Councillor Shire said that she found the PCSO's reports unenlightening and wishes that they could give more details of what crimes are happening in the Parish.

**Rough Common Village Hall:**

Councillor Cain reported that at the meeting held immediately after the AGM, it was resolved that the committee officers will be staying in place and that Amy Baker will continue as Chair of the committee.

Amy Baker said that a survey would be made for feed back on what play equipment the residents would like.

**KALC:**

There was no report, as the next meeting will not take place until the Annual General Meeting in July.

**50/18 Update status on other items:**

**Rough Common Village Sign.**

Councillor Cain reported that she has been in contact with the sign manufacturers and that it is hoped that the modified artwork will be ready to be displayed at the July Parish Council meeting.

**51/18 Correspondence:**

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

**52/18 Finance and Accounts for Payment:** It was resolved to accept the accounts, proposed by Councillor Beattie and seconded by Councillor Edis. **The total of balances held at bank amounted to £149,845.19**

**53/18 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 30th July 2018 at  
St Michael's Church Hall, Harbledown commencing 7.30 pm**

The meeting closed at 8.30 p.m.

# Harbledown and Rough Common Parish Council

## Schedule of Authorised Payments 25th June 2018.

PAYMENTS		Cheque	
DIRECT DEBIT			
Sage	1 year subscription Sage	264.00	
		<hr/>	264.00
		BACS	
D Frost	Salary & expenses June 2018		573.94
HMRC	PAYE/NI June 2018		184.85
Webmonkey	Website maintenance June 2018		72.00
CLlr S Docherty	Padlock for meadow Canterbury Cathedral		29.88
Dean & Chapter	Archives to 31st March 2019		50.00
Redfearn	Microsoft Office 2016 & Labour		324.00
RCVH	Replacing fencing at rear of hall		370.00
CLlr A Blunt	Petrol etc for Strimmer		30.26
Jim Redfearn	Labour transferring Sage data		45.00
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	Total Payments		1943.93
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	<b>Significant Receipts</b>		
	Canterbury City Council CFF 2018-2019		11,102.43
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			11102.43
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	<b>Bank balances at 25th June 2018</b>		<b>£149,845.19</b>