

HARBLEDOWN AND ROUGH COMMON PARISH COUNCIL

Minutes of Parish Council meeting held at Rough Common Village Hall,
On Monday 17th September 2018

Meeting commenced at 7.30 p.m.

Present Councillors A Cain, John Cotterill J Edis, R Beattie, S Docherty, J Larkinson, Clerk D Frost (and 3 members of the public present)

67/18 Confirmation of Summons

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

68/18 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.

69/18 Councillor Blunt (Holiday), Councillor Jacqui Cotterill (illness), Councillor Perham (Holiday), Councillor Shire (Holiday), Councillor Richards (Holiday) Canterbury City Councillors Ben Fitter-Harding, George Metcalfe, Robert Thomas and Amy Baker (CCC meetings)

70/18 Approval of Minutes

It was proposed by Councillor Beattie and seconded by Councillor Larkinson that the Minutes of the meeting held on 30th July 2018 be signed as correct.

71/18 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.

72/18 Planning applications.

CA/18/01536/FUL 29 Rough Common Road, Rough Common

Proposed hipped to gable roof extension together with dormer to rear elevation and 3 no roof lights.

CA/18/01729/FUL. 3 China Farm Barn, Poldhurst Farm Road, Upper Harbledown.

Proposed single-storey rear extension.

CA/18/01786/FUL. 25 Highfield Road, Rough Common.

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

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

Decisions. Granted.

CA/18/01041/FUL Running Water, Wingate Hill, Upper Harbledown
Proposed detached two-storey rear dwelling following demolition of existing outbuildings, together with alterations to existing dwellings.

Application CA/18/01102/FUL. Land at the Retreat, London Road Upper Harbledown

Councillor Larkinson reported that this application will be reported to the meeting of the Planning Committee on the 18th September. Councillor Edis is attending and will speak on behalf of the Parish Council.

73/18 Committee Reports

Finance

Councillor John Cotterill reported that the meeting of the Finance Committee would take place at 6pm on the 24th October 2018, at St Mary's Hall, Upper Harbledown.

Open Spaces and Allotments

Open Spaces

Councillor Docherty gave his report:

Neal's Place Meadow.

The entrance from Meadow Road had become overgrown, so I have trimmed it back and the graffiti on the bench has been removed. I have also cut back the brambles around the manhole at the top of the meadow. I have been in touch with South East water yet again regarding the collection of the temporary fencing left on the meadow and in anticipation of the grass cut, I have moved it to the roadside hedge.

Despite a number of calls and messages being left over the last 3 weeks, the meadow has still not been cut-I have been in contact again today and am expecting a call tomorrow with an update.

Jubilee Field.

I have cleared the rubbish from the field and re-seeded the area near the bench where there had obviously been a bonfire. I have also removed the graffiti from the entrance sign.

Pine Meadow and Cheyney Field.

Both Pine Meadow and Cheyney Field have recently had an overdue grass

cut and I have cut back the overgrown hedge at the entrance to Pine Meadow.

With regard to the play equipment at Pine Meadow, we have one quotation for the work needed and I am in touch with another who I am sure can provide us with a more competitive option.

Having dealt with this summers graffiti, I notice that more has recently appeared on the signs at Dukes Meadow, on the path from Neal's Place – I shall remove it.

Allotments:

There was no report.

74/18 Reports of Councillors with Portfolios

Footpaths:

Councillor Perham has obtained quotations for rebuilding the two stiles along footpath CB485 from Harbledown to the base of Golden Hill. The large posts at the allotment that has been a concern for some time will also be replaced. The quotations were given to members of the Finance Committee by email, and were unanimously accepted.

Tree Matters:

There was no report.

Highways:

Councillor Beattie reported that:

Speed Indicating Signs.

The Parish Council have been asked for evidence that the residents want the signs, so a survey has been distributed at Rough Common Village Hall coffee morning, Rough Common Village Hall WI meeting, we have distributed survey forms in Rough Common and Upper Harbledown. The result was that out of the 72 replies received 72 was in favour and there was none against.

This is conclusive evidence that the residents want the signs installed.

This information will be given to Mr Toby Donlon at Kent County Council, so we should have the signs in 8-10 weeks.

Benches in Oaks Park.

We have tried to find out who owns the land under the trees on the green, which is the favoured location, but there is confusion about it. KCC highways sent a map which doesn't cover the area concerned, so they say it isn't a highway, but not who owns it, the ordnance survey map is unclear and disagrees with the KCC Ordnance Survey map, and the Land Registry won't allow searches without an address. Responses are awaited from the Land Registry and Ordnance Survey.

Bollards outside number 59a Rough Common Road.

We are awaiting the outcome of discussions with Kent County Council and Canterbury City Council.

Bus shelter on Palmars Cross Hill.

We are awaiting the outcome of discussions with Kent County Council and Canterbury City Council

Street Light in Oaks Park (opposite number 1)

Work is scheduled, and it is hoped that it will be done before the light is damaged in the winter storms.

Conclusion of Kent County Council Street Light upgrade plan.

Councillor Beattie reported that he hasn't heard anything for a while about finishing the final few lights, but Rough Common Road seems to be at the back of the queue. Councillor Beattie will investigate when this project will be completed, as it was due to finish in May 2017 with all the street lights in Kent being replaced with LED lights.

Newsletter:

Councillor John Cotterill reported that a message had been received via Facebook from a community in Harbledown British Columbia, Canada

75/18 Reports of Councillor representatives

No Mans Orchard.

Councillor Larkinson reported that the next meeting of the committee will be held at St Mary's Hall, Upper Harbledown on Tuesday 18th September 2018

Police Liaison:

There was no report.

Rough Common Village Hall:

Councillor Cain reported that the Parish Council has placed an order for play equipment at Rough Common Playing Field and that a deposit of 50% of the total cost has been paid to Playdale Equipment.

Amy Baker, Chair of the Rough Common Village Hall Management Committee has contacted both Councillor Larkinson and Councillor Cain and asked that the Parish Council discuss the submission of an application for a 'Lawful Development Certificate should be made by the Parish Council, to Canterbury City Council, for the installation of the new play

equipment. Amy Baker has said to both Councillors Cain and Larkinson that the Rough Common Village Hall Management Committee would cover the cost of the application and any on-going maintenance costs of the equipment, and if necessary, erect a fence around the play area with a lockable gate. Councillor Cain proposed that an application for a 'Lawful Development Certificate' be made. The committee voted unanimously that the application should be made. Councillor John Cotterill said that he thought that the Rough Common Village Hall Management Committee should have raised the possibility of obtaining a certificate before an order was placed.

Councillor Cain reported that interim accounts for Rough Common Village Hall had been given to the Rough Common Village Hall Management Committee and these showed a deficit of some £3,000. It is understood that the accounts did not take account of unpaid income for the hall and that an updated set of accounts would be provided to the committee.

A member of the public spoke about the Post Office within the village hall, and he understands from conversations that due to the poor take up of this facility there is a danger of the Post Office not continuing after the trial period has ceased.

Councillor Cain said that leaflets with opening times have been distributed to all households in Rough Common and that other ways of generating a greater use of the Post Office facility have been explored. It was agreed that information about the Post Office facility would be included in the Neighbour Watch Newsletter.

KALC:

There was no report.

76/18 Update status on other items:

Councillor Cain has circulated a copy of the artwork for the Rough Common Village Sign to the members attending the meeting. It was proposed by Councillor Beattie and seconded by Councillor Larkinson that the artwork be approved.

77/18 Correspondence:

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

78/18 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 £127,395.10**

79/18 Future Issues.

Rough Common Village Sign.

Bus shelter in Rough Common Road

Emergency Plan.

Rough Common Playing Field.

Parish Council elections May 2019.

**The next Parish Council meeting will take place on 29th October 2018
at St Mary's Hall, Upper Harbledown commencing 7.30 pm**

The meeting closed at 8.25 p.m.

Harbledown and Rough Common Parish Council

Schedule of Authorised Payments 17th September 2018.

PAYMENTS		Cheque
		<hr/>
		BACS
D Frost	Salary & expenses Aug 2018	588.51
HMRC	PAYE/NI Aug 2018	180.25
Webmonkey	Website maintenance Aug 2018	72.00
Commercial Services	1st half yearly Grounds maint	5803.09
	Service and repairs by S J	
Cllr A Blunt	Daws to Hedgetrimmer	81.10
Cllr A Blunt	Repairs hedgetrimmer	14.40
Wicksteed	Play area inspection Aug 18	54.00
PKF Littlejohn	External audit 2018	360.00
Village Sign	Deposit RC Village Sign	150.00
D Frost	Salary & expenses Sept 2018	591.78
HMRC	PAYE/NI Sept 2018	180.45
Webmonkey A R	Website maintenance Sept 2018	72.00
Groombridge	Positioning setas Neals Place Meadow	264.00
Playdale	50% deposit for play equipment RC	11984.59
	Total Payments	<hr/> 20396.17
	Significant Receipts	<hr/> 0.00
		<hr/>
	Bank balances at 17th Sept 2018	£127,395.10