

HARBLEDOWN AND ROUGH COMMON PARISH COUNCIL

Minutes of Parish Council meeting held at St Mary's Hall, Upper Harbledown
On Monday 29th October 2018

Meeting commenced at 7.30 p.m.

Present Councillors : A Blunt, A Cain, John Cotterill, Jacqui Cotterill, J Edis, R Beattie, S Docherty, J Larkinson, R Perham, T Richards, B Shire, Canterbury City Councillor Robert Thomas, Clerk D Frost (and 2 members of the public present)

80/18 Confirmation of Summons

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

81/18 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.

82/18 Canterbury City Councillors: Ben Fitter-Harding, George Metcalfe, and Amy Baker (CCC meetings)

83/18 Approval of Minutes

It was proposed by Councillor Beattie and seconded by Councillor Larkinson that the Minutes of the meeting held on 17th September 2018 be signed as correct.

84/18 Matters Arising.

There were no matters arising.

Councillor Perham spoke on behalf of the Parish Council of the death of Kent County Councillor John Simmonds who passed away on 19th August 2018. Councillor John Simmonds had a long association with the parish and will be sorely missed. The Parish Council would like to express the condolences to the family and it's best wishes.

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.

85/18 Planning applications.

CA/18/01983/VAR 121 Rough Common Road, Rough Common

Variation of condition O2 of planning permission CA/17/02349/FUL.
Amended drawings of proposed front, side and rear extension with loft conversion, new gable to street.

CA/18/02007/LUP. Rough Common Playing Fields, Rough Common.

Application for lawful development certificate for proposed play equipment.

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

Decisions. Granted.

CA/18/01102/OUT The Retreat, London Road Upper Harbledown

Outline application for 2 dwellings with all matters reserved.

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/18/01620/FUL. Kent Junior and Infants School, Church Hill, Harbledown.

Single-storey side extension.

CA/18/01729/VAR. 3 China Farm Barn, 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.

CA/18/01567/FUL. 49 Rough Common Road, Rough Common.

Proposed first floor extension and two-storey front/side extension.

CA/18/01184/FUL. Harbledown Service Station, Dover Road A2, Upper Harbledown.

Proposed single-storey side and rear extension to sales building and associated external alterations, re-siting of air/water bay and installation of 2 number electric vehicle charging bays.

86/18 Committee Reports

Finance

Councillor Perham reported that the Finance Committee had met on the 24th October to discuss amongst other things, the Precept budget for the financial year 2019-2020. Councillor Perham said that the Parish Council Finance Committee was mindful of the likely large increase in Council Tax in 2019-2020 and therefore restricted the rise in the Precept to 1.34% compared to the Financial Year 2018-2019.

It was proposed by Councillor Beattie and seconded by Councillor Edis that the Precept budget be accepted and the committee voted unanimously to accept the budget.

The following items was discussed and agreed at the Finance Committee meeting:

No Mans Orchard. A contribution of £250 per annum is made to the orchard funds.

The Parish Council purchases a wreath annually, to be placed at the Harbledown War Memorial on Remembrance Day.

The full committee unanimously agreed that the Parish Council should fund these items on an annual basis.

Open Spaces and Allotments

Open Spaces

Councillor Docherty gave his report:

Neal's Place Meadow.

The contractor's temporary fence has at long last been removed. Frustratingly despite a number of almost weekly calls and messages to Landscape Services regarding the cut due for the meadow it is still outstanding. Councillor Docherty said that he had spoken to them again today and they confirm that it will be done within ten days.

An email from a resident in Hillside Avenue has been received commenting on the meadow and the pile of tree branches by the gate entrance at Meadow Road, Councillor Docherty daid that he had responded to this email and also disposed of the branches. The ground has now softened up and Councillor Docherty plans to plant the 'Legacy Tree' and a few others shortly.

Cheyney Field

The gatepost into the allotment entrance from the footpath running along the A2 is loose and looks like it may soon need some attention.

War Memorial

Councillor Docherty has not yet been able to secure anybody to do the retaining brickwork at the steps up to the Memorial but has an appointment to meet a builder there this weekend. Councillor Docherty has cut down the brambles and sprayed off the weeds and will finish tidying the Memorial and Garden by this weekend in readiness for the service on the 11th November.

Following Councillor Docherty's report Councillor Perham proposed that

Landscape Services be taken to task for not performing to the terms of the contract and those quotations should be sought from other providers for the 2019-2020 Financial Year. The committee approved this.

Allotments:

There was no report.

Councillor Shire reported that plot 4 Hillview Allotments is not being maintained and asked that a letter be sent to the tenant. The Clerk said that he would firstly contact Tom Witney about this before writing to the tenant.

87/18 Reports of Councillors with Portfolios

Footpaths:

Councillor Blunt reported that the stiles that needed repair on the footpath number 485 which runs to the bottom of Golden Hill from the Harbledown village sign have now been replaced and repaired where needed, clearly this was not carried out by KCC, even though the first repair report was submitted in November 2017. The work was carried out by contractors instructed by Councillor Perham and the costs of £440 paid by the Parish Council. The repairs have been completed well including the replacement of one gatepost at the lower stile. Councillor Blunt reported that he has written to KCC to ascertain who to send the invoice to and will await developments.

All other footpaths that have been inspected are in fairly good order and Councillor Blunt has trimmed the hedge along footpath number CB503 behind the village hall to Garden Close, where needed.

There is some evidence of motorcycle riding along footpath CB521 from Faulkners Lane towards Golden Hill and Councillor Blunt saw four youths without crash helmets riding there on two small bikes in the half term but they made off towards London Road estate as he walked in their direction, neither motorcycle had number plates.

Tree Matters:

Councillor Shire gave her report.

At last we have been able to reduce the trees on the Westgate Close side of Dukes Meadow; there was a delay when the tree surgeon found that one of the sycamores was rotten and should be felled. As well as crown reduction of the remaining sycamore and oaks the hedge has been trimmed to 2m high and the ivy cut. Is the hedge something Landscape Services should be cutting when they mow Dukes Meadow?

There has been work requested by KCC beside the roads through Harbledown (above the Mint) and Upper Harbledown (Wingate Hill above Running Water) to enable buses to pass without hitting trees.

St Nicholas Hospital wish to fell a self-seeded sycamore by the chapel and I wrote in support of this. The owners of Willow Farm wish to fell trees falling over their boundary from the hollow way beside their property. There is some uncertainty over who owns the land on which the bridleway runs and they were looking into this. I'm grateful to Cllr Docherty for trimming the hedge at the Meadow road entrance to Neals Place Meadow.

Following a request from residents I leafleted Highfield Close about the possibility of tree planting now other issues have been settled, and have received some very positive replies (e.g. the more trees the better) while other residents are not so keen and worry about access to the end of the Close for emergency vehicles, builders' vehicles and refuse lorries, as well as possible damage to footways and walls caused by the roots. The suggestion was to plant trees in the places recommended by Deborah Collick of Kent Highways on our visit there a couple of years ago. I received 7 responses: 4 very positive, 2 questioning but not against small trees with suitable consultation and information, and 1 initially very much against trees, and still concerned about access even with trees and parking all on the same side of the road. I would welcome the parish Council's views, and will consult Deborah Collick before making final suggestions to residents. The original suggestion was for trees only on one side of the road, which is the side people park on, outside 31,33,34,38 and 39. Deborah Collick chose these locations with knowledge of Highway constraints such as underground services.

Highways:

Councillor Beattie reported that:

The Bollards outside 59a Rough Common Road.

We are awaiting the outcome of discussions with KCC and CCC.

Bus Shelter on Palmars Cross Hill

We are awaiting the outcome of discussions with KCC and CCC.

Street Light in Oaks Park (opposite number 1)

Works is scheduled, and hope it will be done before the light is damaged in the winter storms.

Conclusion of KCC Street Light upgrade plan.

Councillor Beattie has not heard anything for a while about finishing the final few lights. This is still under investigation.

Councillor Beattie has contacted Rebecca Booth, Environment and Planning, at Canterbury City Council who agrees that the green spaces in Oaks Park is owned by CCC and have asked to meet her to see what can be done. Some residents of Oaks Park have come up with some ideas for some benches, or two benches and a table.

Speedwatch has been a bit slow this month due to holidays and weather.

The trees and foliage on Rough Common Road and Palmars Cross Hill have been cut back. Councillor Beattie will keep an eye on other areas to ensure that pavements are kept clear.

There has been a complaint about a van frequently parking right on the junction of Rough Common Road and Garden Close, obscuring the road to traffic leaving Garden Close.

Councillor Beattie would prefer that we do not have more double yellow lines here. The van is parking illegally within a few feet of the junction so Councillor Beattie has contacted CCC parking enforcement department for assistance.

Concern was expressed by Mr Jeremy Baker over the plan for a new access to the University of Kent at Canterbury campus as part of their long term plan, as this would impinge on the Highfield Road area of Rough Common.

Newsletter:
There was no report.

Councillor Jacqui Cotterill asked for reports from councillors for the February 2019 newsletter, by the end of January 2019.

88/18 Reports of Councillor representatives

No Mans Orchard.
Councillor Cain reported that brambles at the Orchard will be cut back in November.

The Grass Cutting Management Plan 2019.

Two cuts per annum with the first cut after 15th July so as not to disturb wild flower growth.

Removal of Poplars. A contractor has still to be appointed.

A Stewardship Agreement is to be signed. A ditch has been dug along the North Downs Way and has been paid for by North Downs way volunteers and the No Mans Orchard Committee send their thanks.

At the No Mans Orchard meeting held on the 18th September 2018, Chartham Parish Council agreed to make a contribution of £1,000 to the Orchard Funds and Councillor Cain suggested that Harbledown & Rough Common Parish Council make a contribution of £250 per annum.

The next meeting will be held at Chartham Village Hall commencing 6pm.

Police Liaison:

There was no report.

Rough Common Village Hall:

Councillor Cain reported that the Rough Common Village Hall Committee agreed that the charge to hire the hall should be increased. Regular hirers will be given 6 months notice of an increase but casual/private hires, rates will be increased immediately.

The Red Biffa Bin is regularly overflowing. The bin is locked when it is full and is emptied every two weeks.

The committee is seeking quotes to replace the heating system.

The hall now has a P.A System.

Groundwork to prepare the site for the new play equipment has been carried out. Amy Baker has been in contact with CCC to obtain the certificate for lawful development.

Events have been organised for November and December, the next meeting of the committee is to be held on Tuesday 30th October 2018.

KALC:

Councillor Larkinson reported that there were two speakers at the last meeting and the subject of the 'Rural Forum' was one of the topics. The 'Rural Forum' has taken the place RAMP meetings held by Canterbury City Council.

The KALC AGM will take place on 17th November 2018 and the KALC Chairmanship Conference will take place on the 13th December 2018.

89/18 Update status on other items:

Rough Common Village Sign.

It is hoped that the sign will be ready by April 2019.

Parish Council Elections 2019.

The following councillors will not be standing for election in May 2019:

Councillors Alex Blunt, Janet Larkinson, Beatrice Shire, Bob Beattie, Ann Cain, Jacqui Cotterill and Tim Richards.

Councillor Richards has expressed his desire to stand down from the Finance Committee with immediate effect and Councillor Blunt has expressed his willingness to serve on the Finance Committee until May 2019. There was a vote and it was agreed that Councillor Blunt be appointed to serve on the Finance Committee until May 2019. The committee also expressed its gratitude to Councillor Richards for his service to the Parish Council and the Finance Committee.

90/18 Correspondence:

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

91/18 Finance and Accounts for Payment: It was resolved to accept the accounts, proposed by Councillor Shire and seconded by Councillor Edis.
The total of balances held at bank amounted to £126,335.89

92/18 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 26th November 2018 at St Michael's Church Hall, Harbledown commencing 7.30 pm

The meeting closed at 9.10 p.m.

Harbledown and Rough Common Parish Council

Schedule of Authorised Payments 29th October 2018.

| PAYMENTS | | Cheque | |
|-------------------------|--|--------|--------------------|
| Canterbury City Council | | 443 | 58.50 |
| | | | <hr/> |
| | | | 58.50 |
| | | BACS | |
| D Frost | Salary & expenses OCT 2018 | | 580.71 |
| HMRC | PAYE/NI OCT 2018 | | 180.45 |
| Webmonkey | Website maintenance OCT | | 72.00 |
| Castle Water | Hillside Allotments to 31 Dec 18 | | 46.30 |
| Castle Water | Cheyney Field to 31 Dec 18 | | 41.68 |
| Firwood Fencing | Work on footpath | | 440.00 |
| | | | <hr/> |
| | Total Payments | | 1419.64 |
| | | | <hr/> |
| | Significant Receipts | | |
| | | | <hr/> |
| | | | <hr/> |
| | Bank balances at 17th Sept 2018 | | £126,335.89 |