

Harbledown and Rough Common Parish Council
www.harbledown-pc.gov.uk

**NOTICE OF THE ORDINARY PARISH COUNCIL MEETING THAT WILL
BE HELD ON MONDAY 29th JUNE 2026 AT 19:00 at St Michael's**

Hall, Harbledown. All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out in the agenda. Members of the public and press are invited to attend the meeting. *Under the Openness of Local Government Bodies Regulations 2014, attendees may be filmed, recorded or otherwise reported about by anyone present. Unless advised otherwise, the council accepts no responsibility for data recorded in this way or its distribution.*

AGENDA

- 111/26 Welcome and apologies for absence**
To welcome attendees and to receive and approve apologies and reasons for absence
- 112/26 Declarations of Interests and Dispensations**
To receive any declarations of interest relating to items in this agenda
- 113/26 Items to be taken in a private session**
To determine which items, if any, of the agenda should be taken with the public excluded. *Exclusion of the Press and the Public: To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting*
To consider taking item 132/26 in private session on the grounds that the business to be transacted concerns contemplated legal proceedings, legal advice, litigation risk and the Council's negotiating position and that publicity would be prejudicial to the public interest.
- 114/26 Confirmation of the Minutes of the last Parish Council meeting**
To approve the Minutes of the Annual Parish Council Meeting on 18th May, 2026
- 115/26 The Clerk's Report**
To receive the Clerk's report outlining actions taken following the last Parish Council meeting
- 116/26 Open Forum**
To invite reports from Ward and County Councillors if in attendance. To ask the public if they wish to speak on any matter. *The period of time designated for public participation in accordance with standing order 3(e) shall not exceed 15 minutes unless directed by the chair of the meeting, and subject to standing order 3(f) a member of the public shall not speak for more than 5 minutes.*
- 117/26 Financial matters**
Bank Account Balances and Reconciliations
i. To approve the bank account balances and reconciliation for May 2026
ii. **Accounts for payment** – For information only

Payee	Amount
Nest Pension (April 2026)	£129.31
Jonathan Crisp Gardens	£1,795.00
Castle Water	£104.86
Cloud Next domain name renewal	£60.00
Lloyds Service Charge	£4.25
CAS Insurance Services Ltd	£1,176.53
Clerk's Sal & Exp May 2026	£1,412.77
P30 May 2026	£588.93
Rough Common Village Hall	£30.00
Upper Harbledown Association	£30.00
Upper Harbledown Association	£30.00

118/26 Staffing matters

To consider and resolve to implement the Clerk and Responsible Financial Officer's contractual annual increment of one spinal column point, from SCP 26 to SCP 27 effective from 1 April 2026, in accordance with the Council's contract of employment and salary scale.

119/26 Subscription to CPRE

To resolve whether to continue the subscription to CPRE and if so, to resolve the level of donation.

120/26 Planning Applications

To consider planning policies, applications and appeals received and resolve to submit comments where appropriate. **Please note that any applications received following the issue of this agenda will be considered**

CA/26/00970 Little Torrens, 40 Mill Lane, Harbledown, replacement of timber and metal windows to Upvc to front and rear elevation.

CA/26/00988 48 Mill Lane, Harbledown. Replacement of all windows and two doors from timber to Upvc, together with removal of chimneys and porch

CA/26/01025 Domaso, Summer Hill, Harbledown. Timber orangery extending rear elevation following demolition of existing conservatory.

CA/26/01000 The Claverings, The Mint, Church Hill, Harbledown. Single storey rear and side extension to existing garage, new roof structure and replacement garage doors, together with extension to existing boundary wall.

121/26 Refurbishment of the War Memorial gate

- i. To resolve to accept the quotation for hand carving the lettering on the War Memorial gate
- ii. To resolve a budget for the planting of the War Memorial in the autumn

122/26 Replacement of plant containers at Upper Harbledown bus stop

- i) To receive an update on the application for a licence to place objects on the highway.

ii) To consider the replacement of the existing plant containers and associated soil, and to resolve whether to approve the purchase of replacement containers and soil.

123/26 Old Coach and Horses Public House

To note the dismissal of the second application to have the Old Coach and Horses Public House registered as an 'Asset of Community Value' and to receive any further updates and to resolve further actions

124/26 Grants for local environmental project

To hear of ideas to apply for a local environmental project and resolve further actions

125/26 Checks for the defibrillator at RCVH and Upper Harbledown

To hear and record the checks made to date

126/26 Resident's survey

To receive any update

127/26 Canterbury City Council's Governance Review

To resolve a response to Canterbury City Council's Governance Review

128/26 Reports of Councillors with Portfolios

I. Open Spaces and Allotments

To receive the report for open spaces and allotments

II. Footpaths

To receive the report for footpaths

III. Tree Matters

To receive the report for tree matters

IV. Highways

To receive the report for highways

V. Public Communications

To receive an update for public communications

129/26 Reports of Councillor Representatives

VI. No Man's Orchard

To receive the report for No Man's Orchard

VII. Police Liaison

To receive the latest report

VIII. Rough Common Village Hall

To receive a report from Rough Common Village Hall

IX. KALC and other official bodies

To receive any report for KALC and or other official bodies

130/26 Correspondence

To receive and consider any correspondence previously circulated to members

131/26 Items to be placed on the next Agenda

Items for consideration, should be emailed to: clerk@harbledown-pc.gov.uk
no later than Friday, 17th July, 2026

132/26 Date and location of the next meeting

The date of the next meeting will be Monday, 27th July 2026 commencing at 19:00
at Rough Common Village Hall

**133/26 Potential legal action regarding interference with fencing and the unauthorised
installation of a gate and board on Parish Council land**

To consider the Council's legal position and resolve any action to be taken

Signed by: Wendy Gregory Dated: 24.06.2026

Supporting docs:

Draft Minutes of the meeting 18 May 2026

Bank account reconciliation for May 2026

Invoices: Clerk's salary and expenses for May 2026, P30 May 2026, Jonathan Crisp Gardens,
Cloud Next, CAS Insurance, NALC Salary Scale Charges, CPRE subscription reminder,
quotation and examples of work for carving, Estimate for planting of the War Memorial,
Planter quotation for bus stop, Grants for local environmental projects, Canterbury City
Council's Governance Review