

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

**NOTICE OF THE ORDINARY PARISH COUNCIL MEETING THAT WILL
BE HELD ON MONDAY 14th September 2026 AT 19:00 at St Mary's
Hall, Upper 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

164/26 Welcome and apologies for absence

To welcome attendees and to receive and approve apologies and reasons for absence

165/26 Co-option of a new councillor for Upper Harbledown

To co-opt a new councillor for Upper Harbledown

166/26 Declarations of Interests and Dispensations

To receive any declarations of interest relating to items in this agenda

167/26 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 191/26 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.

168/26 Confirmation of the Minutes of the last Parish Council meeting

To approve the Minutes of the Ordinary Parish Council Meeting on 27th July, 2026

169/26 The Clerk's Report

To receive the Clerk's report outlining actions taken following the last Parish Council meeting

170/26 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.*

171/26 Central Government's Local Council Re-organisation

To note that the Local Government Reorganisation is suspended including Kent and the councillor elections will take place in 2027 and resolve any further actions

172/26 Financial matters

Bank Account Balances and Reconciliations

- i. To approve the bank account balances and reconciliation for July and August 2026
- ii. **Accounts for payment** – For information only

Payee	Total
Nest Pension (June 2026)	£ 129.31
Nest Pension (July 2026)	£ 142.34
Castle Water	£ 14.36
CPRE	£ 100.00
Eyelid Productions	£ 100.00
NSALG	£ 84.00
Lloyds Service Charge	£ 4.25
Clerk's Sal & Exp July 2026	£ 1,959.66
P30 July 2026	£ 631.93
St Michael's Church	£ 30.00
Play Safety	£ 199.20
SLCC membership	£ 313.00
Earth Anchors (replacement planters for UH bus stop)	£ 606.00
Nest Pension (August 26)	£ 132.56
Castle Water	£ 52.35
Lloyds Service Charge	£ 4.25
Clerk's Sal & Exp August 2026	£ 1,530.48
P30 August 2026	£ 697.28
KALC 6384	£ 48.00
KALC 6385	£ 48.00
Canterbury Cathedral	£ 63.00
DM Payroll Services	£ 90.00
Meadow Grange	£ 120.00
Landscape Services	£ 289.82
Landscape Services	£ 1,344.29
Landscape Services	£ 4,742.52

173/26 Staffing matters

To resolve to approve the Local Government Pay Settlement of a salary increase for the Clerk of 3.3% with effect from 1st April in accordance with the Clerk's contractual arrangements.

174/26 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**

175/26 Positioning of White Gate for Rough Common

To consider and resolve the proposed position of the 'White Gate' for the Whitstable Road end of Rough Common Road

176/26 Hedgehogs Crossing Rough Common Road

To consider the support of a request from a resident to seek permission to place 'hedgehogs crossing' signage at the suggested points in Rough Common Road

177/26 Southern Water meeting update

To receive an update following the online meeting with a representative of Southern Water regarding rainwater management

178/26 KCC Safer Road Users Mature Drivers & Passengers Course

To resolve whether to support this safer road users mature drivers and passenger's course by paying for the hire of hall and any further actions

179/26 Planters the same as Rough Common for Upper Harbledown

To consider a request for planters, similar to those installed in Rough Common, to be positioned in the village as described in the accompanying document, with the aim of making Upper Harbledown feel less urban, and to resolve whether the Parish Council should provide and fund the planters and any further actions.

180/26 Friends of the Meadow Memorandum of Understanding

To review the proposed draft Memorandum of Understanding and resolve whether to present it to the Friends of the Meadow for their consideration and, subject to their agreement, authorise the signing of the Memorandum of Understanding.

181/26 Asset transfers

To identify any assets held by Canterbury City Council, from the report supplied, that councillors would wish to investigate further as potential asset transfers.

182/26 RoSPA report

To resolve to authorise the works as outlined in the recommendation.

183/26 Cheyney Field

i) Litter bin

To resolve whether, subject to Canterbury City Council agreeing to empty the bin, the litter bin should be relocated closer to the gate. If Canterbury City Council is unable to agree to empty the bin at the proposed new location, to resolve whether the bin should be removed.

ii) Paling Fencing

To consider and resolve whether to accept the quotation for approximately 45 metres of paling fencing to replace the existing barbed wire fencing along the bridleway, from the metal gate to the end of the allotments.

- 184/26 Rubbish at Faulkner's Lane**
To receive any updates
- 185/26 Checks for the defibrillator at RCVH and Upper Harbledown**
To hear and record the checks made to date
- 186/26 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
- 187/26 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
- 188/26 Correspondence**
To receive and consider any correspondence previously circulated to councillors
- 189/26 Items to be placed on the next Agenda**
Items for consideration, should be emailed to: clerk@harbledown-pc.gov.uk
no later than Friday, 16th October, 2026
- 190/26 Date and location of the next meeting**
The date of the next meeting will be Monday, 26th October 2026 commencing at 19:00 at St Michael's Hall, Harbledown
- 191/26 Access to Cheyney Field**
i) To review resident's documents from their insurance company regarding their cover for the bridge accessing Cheyney Field and to resolve further action.
ii) To review and resolve whether to approve the proposed risk assessment for the bridge.

iii) To receive an update regarding an existing access point that is no longer in use

Signed by: Wendy Gregory Dated: 09.09.2026

Supporting docs:

Draft Minutes of the meeting 27 July 2026

Bank account reconciliation for July and August 2026

Invoices: Eyelid Productions, NSALG, Clerk's salary and expenses for July 26, August 26, Play Safety, SLCC membership, Earth Anchors, P30 July and August 2026, KAC Invoice x 2, Canterbury Cathedral, DM Payroll Services, Meadow Grange, Landscape Services x 3

Local Government Pay Settlement for SCP27

Email from KCC with proposed position of White Gates

Request for Hedgehog crossing

Request for planters like Rough Common for Upper Harbledown

Proposed Memorandum of Understanding for Friends of the Meadow

Asset transfer report

Recommendations following the RoSPA report

Quotation for paling fencing