

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 12 NOVEMBER 2014**

Present: Parish Cllr Vivienne Spratt (Chairman)
Parish Cllr Mike Gallagher
Parish Cllr Cate Reid
Parish Cllr Geoffrey Barrett
Parish Cllr Betty Jeffries
Parish Cllr Geof Welch
Parish Cllr Ken Shaw
City Cllr Brian Staley
County Cllr Michael Northey

Mrs Gail Hubbard, Clerk to the Council
There was one member of the public Mr Mark Quinn

126. CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman welcomed the Mark Quinn to the meeting and also welcomed Cllr Welch back after his illness. Apologies were received from Cllr Mick Giles and Cllr Pamela Evens (both on holiday).

127. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were no declarations of interest or requests for dispensations.

128. MINUTES OF THE MEETING HELD ON 15 OCTOBER 2014

It was then proposed by Cllr Reid and seconded by Cllr Gallagher to accept the Minutes as a true record of the meeting. The minutes were duly signed.

Cllr Northey arrived 7.03pm

129. PRESENTATION ON MANOR BARN PLANS

The Chairman welcomed Mark Quinn to the meeting. Mark explained that he owns and wants to develop this 1 acre site, which presently has one barn of approx. 3000sq ft, made up of concrete and asbestos, with no toilet facilities. The current business is to relocate and Mark wishes to build a family home for himself and relocate his offices to the same site.

The scheme has been drawn up by architect Guy Hollaway with the main house to have a slate roof and the two other buildings (office and garage with accommodation over) to have handmade clay tiles. Mark has spoken with the neighbours and shown the plans, he has also lowered the height of the office building by dropping the topography of the land and making the building only 1 ½ stories, as one neighbour was concerned about losing their view over the fields.

Cllr Shaw asked what had happened to the balcony that was shown in the initial drawings we were shown before, and Mark replied this had been removed to keep the building more in line with a barn structure. Cllr Shaw also asked if these plans had been shown to CCC yet, they had not as he wanted to seek LPC's thoughts firstly.

The plan is to be a modern adaptation of a courtyard farm setting. Cllr Shaw remarked that he thought the plans to be dreadful with too much glass and would be surprised if CCC gave it approval.

Cllr Barrett asked if the glass was smoked as it looked darkened in the pictures. Mark said it would be triple glazed by not smoked. Cllr Jeffries also agreed that there was a lot of glass.

Mark said that the plans may need to be adapted and changed as they go forward; he thanked the Cllrs for their time and departed the meeting at 7.20pm.

130. ADJOURNMENT OF THE MEETING

There was none.

131. CITY COUNCILLORS REPORT

Cllr Staley reported back that at the RAMP meeting the concurrent funding allocation was referred to the executive and that CCC might dig into a £88,000 surplus to cover the shortfall for this year.

The idea of double taxation did not go down well and many of the PC's lobbied the City Cllrs standing on the RAMP committee. This meeting was also attended by Cllr Gallagher and Cllr Spratt.

Again this shows that officers with responsibilities does not work, the elected Cllrs need to be making the decisions not just going along with what is put to them.

Cllr Staley also mentioned that the CPRE's response to the Canterbury Local Plan was interesting and worth a read. Cllr Staley to forward details of this to the Clerk to circulate to Cllrs.

The Chairman read out the text she had sent to the Gazette regarding the concurrent funding allocations for 2015-16.

CANTERBURY CITY COUNCIL RAMP SOUTH AND NORTH MEETING GUILDHALL

10th November 2014.

The main interest on the Agendas for Parishes was the allocation of concurrent funding for 2015/16. There were speakers from various Parish councils; there had also been a strong lobby to all councillors regarding the proposals to so drastically cut the concurrent funding to Parish Councils

The City Councils Budget had been set in February.

The suggested allocation for parishes was

Fund at 53.6%

Cap at last years 77%

Fund 7 Parishes to the full all others at a 47% reduction!!!!

Concurrent Funding is a reimbursement of work carried out in the Rural Parishes by Parish Councils on behalf of the District Council.

The suggestion by CCC was that Parishes should make up the shortfall by adding it to the Precept, this being double taxation !!!

The overall cut to funding to urban areas equates to 1%

The overall cut to funding to rural areas equates to 26%

These proposals being so inequitable to Parish Councils.

Cllr. Cook stated these proposals were an inadequate settlement and at the very least should be set at last years rate, which had already been reduced for the previous two years and a new proposal should be brought to the executive meeting to be held on 13th November for their consideration.

Cllr Cook proposed that Parishes should be fully funded to last year's figures if not with an increase. This was seconded by Cllr. Sole.

Cllr Sole went on to say that there was still £88,000 spare in unallocated budget that could be used and some money in the opportunities fund that could also be used in part.

Cllr Doyle suggested that there should be an enquiry into the concurrent scheme in any event. Other comments stated that Parishes should be paid according to their needs, not universal, as some Parishes have more to up keep then others, so obviously need more money. It was also stated how parishes manage their budgets well by getting local contractors to carry out the works at competitive rates and examples were given of quotations received.

We will of course, be following this closely, in hopes that the Executive do the right thing, as the present proposals are making the parishes work unsustainable with their untenable proposals.

Cllr Staley finished by stating that localism needs to start here.

132. COUNTY COUNCILLORS REPORT

Cllr Northey agreed with Cllr Staley's comments on maximising localism and democracy.

KCC is still a member lead authority.

Cllr Northey read out some details from the Canterbury and Coastal Clinical Commissioning Group on colds and how to treat them this winter. This winter the CCG is urging older people across the district to seek early advice from their pharmacist for minor winter illnesses. Many people think they need to visit the GP for advice on coughs and colds, but in reality a quick trip to the pharmacy is all they need. Pharmacists are open longer and you don't need to wait for an appointment. Some points to remember;

- Best treatment for a cold is to drink plenty of fluids and rest
- Antibiotics don't work against viral infections, such as colds
- Keeping warm can help prevent colds or flu
- The flu vaccination is free for anyone over 65 or in a risk group
- Using a scarf to protect your nose and mouth can help prevent asthma symptoms in cold weather

Cllr Northey also mentioned the KCC budget proposals for next year, and the consultation on this. KCC need to save an estimated £206m over the next 3 years. The consultation was launched on 9th October and already they have received over 1500 responses from the public answering questions on how we save money and how we should spend money.

Cllr Spratt said how at present LPC are disappointed with consultations, especially the warden service one, which feels like a tick box exercise, as the decision is pretty well made already. Cllr Northey did remind us that the Children's Centre one did make a difference and some centres were saved because of it.

Cllr Reid asked who would assess the data from this consultation. Cllr Northey said the finance department and Cllr John Simmonds would. Cllr Gallagher said that it would be good to see feedback from the consultations, statistics on outcomes etc.

Cllr Northey said he would pass these comments about our scepticism over consultations and our request for feedback. Clerk to email details to Cllr Northey.

Cllr Gallagher remarked that when in attendance at the KCC Highways seminar, consultations had been raised and it seemed all the PC representatives were in agreement with this

despondency towards them. There needs to be communication both ways, we want to know the reasons why, with explanations to why they can or can't do it.

133. PLANNING

THE WAY PLANNING APPLICATIONS ARE HANDLED AT CCC

This has been brought to a head by Cllr Giles application to change the windows in his property at 40 High Street, which has been refused by CCC. Other residents may have similar issues but this case we have heard all the details.

There is also concern over the handling of the application for 87 Nargate Street, which was refused and the appeal subsequently dismissed. The PC are also concerned that this property has now been listed as within the flood plain by the EA with no opportunity for the residents to challenge it. LPC has written to the residents asked them for further details to see if we can offer any assistance. Cllr Shaw said in his experience this property has never flooded and suggested we contact the EA to see the current flood plans for Littlebourne.

LPC did not object to either of these applications.

Cllr Gallagher said the Article 4.2 direction was revised in March 2014, to retain or improve a conservation area and now wants properties to go back to how they used to look. Cllr Giles was trying to do everything correctly in his application to CCC but it was gone about in the wrong way. Cllr Gallagher thought there was a system failure as it was not clear enough what you can and can't do. There seems to be a lack of communication between the planning department and the conservation department. Cllr Staley said he felt Cllr Giles had been misled by the advice he had received.

This application was not discussed in front of Cllr Giles at any point.

It was agreed we should tell CCC that there needs to be communication between these two departments especially when they give out pre planning advice. It was agreed to cite this case in our correspondence. Again it is felt the decisions are being made by the officers not the Cllrs. The Chairman asked Cllr Staley to take this up with the planning department at CCC, he agreed to do this, the clerk is to forward him the details for him to take up on our behalf.

We would also like to know what the procedure is for speaking to a planning officer.

Cllr Northey departed at 8.15pm

Cllr Staley departed at 8.20pm

APPLICATIONS

Planning items on Appendix 2 were noted.

With regard to the EIA screening request from Rydons, there is no opportunity for comment until the actual application is submitted, but it was agreed we should write to Ian Brown Assistant Director of Planning and Regeneration anyway telling him of our concerns, and how nothing has changed since the previous application.

134. FINANCE

- (a) NOTED the clerk had not yet received the bank statements so the reconciliation had not yet been prepared.
- (b) NOTED £11.99 will be taken from our account by DD on 14th November for our 1x1 website.

- (c) NOTED £29.95 will be taken from our account by DD on 20th November for our domain name and email address.

AUTHORISATION OF ACCOUNTS

There were no receipts NOTED this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £1934.16 together with Appendix 3a presented at the meeting totalling £1053.22. These were proposed by Cllr Gallagher and seconded by Cllr Welch so it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

CONCURRENT FUNDING ALLOCATION 2015-16

As discussed earlier in the meeting. We await for the executive to make a decision on funding.

AGREE PRECEPT FIGURES FOR 2015-16

RECEIVED and AGREED the finance sub-committees draft precept figures for 2015-16 as previously circulated to Cllrs as Appendix 3b. It was explained that the precept was to remain the same as last years. Cllr Shaw proposed and Cllr Reid seconded to accept the budget.

If after the executive have decided the concurrent function allocation, it is drastically different to what we expect, the finance committee would re look at the figures and bring the budget back to the December meeting for approval. The deadline for the precept figures is 31st December.

ADOPT REVISED FINANCIAL REGULATIONS

It was AGREED to adopt the revised financial regulations as previously circulated to Cllrs as Appendix 3c. This is the new NALC template document that has been slightly modified to suit LPC. This was proposed by Cllr Gallagher, seconded by Cllr Reid, and all were in favour.

135. CLERK REPORT

CORRESPONDENCE

A. Kent Police Burglary Campaign

A new crime prevention campaign that Kent Police will be running this autumn. It is being run in partnership with four other police forces in the South East and is the first of its kind. Whilst Kent Police has seen a positive decrease in burglary, statistics show that the number of reports can increase during October and November. To reduce the risk to residents of becoming a victim of this crime, they would like to work with us to promote some targeted safety messages to the public.

There is a perception that burglaries take place at night, but in reality they are more common during the day and early evening. Most burglars are opportunists and by implementing a few simple security measures, residents can help starve these criminals of the chance to commit crime in Kent. They have sent out some documentation which can be put on noticeboards and in magazines and on PC websites. Clerk has put on website, noticeboard and in LPC News. Chairman has put in Gazette and circulated to NHW.

B. Consultation on Policing in Kent – have your say.

The Kent Police and Crime Commissioner is seeking your views on the refresh of her Police and Crime Plan for next year, as well as her intentions around setting the policing element of council tax.

There are lots of ways to find out more and get involved.

How to have your say:

- Review the current Police and Crime Plan www.kent-pcc.gov.uk
- Read the consultation document - The consultation document sets out the background and areas we are seeking your views on. Deadline is 5th December.

- Respond to our consultation - Fill out our online form or email your comments to contactyourpcc@pcc.kent.pnn.police.uk
- Attend the Policing in Kent Conference – 9.30am to 12.30pm on 21st November, 2014 at Kent Police Training School, Maidstone, ME15 9DW. Come and give your views on next year's Police and Crime Plan in person. Hear from the Police and Crime Commissioner, the Chief Constable and others about the good work already being delivered as well as some of the challenges ahead. Open to all, register online or phone 01622 604482 by November 18th to book your place.

C. Neighbourhood plans

DCLG issued the following press release announcing new funding to encourage the development of more neighbourhood plans both for this financial year and for the period 2015-2018. DCLG are also continuing to provide funding to Local Planning Authorities to provide advice and support to those developing neighbourhood plans.

£23 million to get more neighbourhood plans across England - Press releases - GOV.UK
Ministers today (31 October 2014) announced £23 million new funding to encourage more communities across England to get involved in neighbourhood planning, allowing local people to put forward and vote on their proposals for the type of development in their area, and where it should go.

Local people can draw up 'neighbourhood plans' that can be used in determining planning applications, and 'neighbourhood development orders' that grant planning permission, and vote them into force in a referendum.

Around 1,200 communities across England have already begun the process of neighbourhood planning, with 33 plans and 1 order having been approved in local referendums – a 100% success rate. The coalition government has so far supported more than 700 local groups with developing their plans.

The funding announced today will help more communities become neighbourhood planning areas by:

- providing community groups a further £1 million for grants during this financial year, in addition to the £4.25 million already awarded since 2013 - grants of up to £7,000 can now be applied for on mycommunityrights.org.uk.
- making available £22.5 million over 2015 to 2018 to provide community groups with expert advice, grant funding and technical assistance to get neighbourhood plans and orders from their inception to their coming into force following a local referendum - this is a 50% increase in the value of the existing support
- providing £100,000 to enable groups to organise workshops on neighbourhood planning in their local area, run by knowledgeable advocates of neighbourhood planning and aiming to give communities the information and encouragement needed to start on a neighbourhood plan. Further information on neighbourhood plans can be found on the Mycommunityrights website at mycommunityrights.org.uk.

D. The Chairman had received a note from the Cricket Club to say they were holding a working party on 22nd November to have a tidy up session and paint the new shed.

CLERK REPORT

CLERKS FINANCE CONFERENCE

The clerk attended the annual finance conference and training session on 17th October, it was found to be a useful day. Updates to policies noted and other useful tips learnt.

ALLOTMENTS

The new signed allotment agreements are steadily flowing in following the LHS renewal morning on 3rd November.

136. DEFIBRILLATOR

The Chairman had spoken with James Mccrossan regarding the purchase of the defibrillator and he was happy for LPC to go ahead and purchase it. There was some discussion as to whether the cabinet should have a lock with a pin code on it or just have a seal (some are alarmed when the seal is broken). Clerk to circulate the full information round to Cllrs to see which type we go ahead with.

137. TWINNING WITH WIMILLE

The Christmas Tea is scheduled for Saturday 27th December at the WHM, 62 Wimille residents will arrive from Canterbury at approx. 2.45 and stay until 4.15pm. We will serve tea from 3-4.15pm, local residents are invited to come along but please let Cllr Spratt know for numbers.

On 21st April 2015 Wimille pre-school are to visit Ladybirds.

The Chairman is awaiting a meeting with the Head at Littlebourne CEP to discuss the possibility of a school exchange to Wimille.

138. THE BARN

Cllr Jeffries reported that they are still waiting for CCC's report on the future of The Barn, they seem no further forward.

139. HERITAGE

The next meeting is scheduled for 24th November. Cllr Jeffries had looked up further information on the green room being classed as surplus to requirements, this was quite a difficult thing to prove and would therefore not be a viable solution for the WMH or the Heritage group.

140. CANTERBURY DISTRICT COMMUNITY ALLIANCE

Cllr Gallagher had attended this meeting; it was more aimed at voluntary organisations however. The first part of the meeting formally combined this Canterbury Alliance with Thanet to become East Kent District Alliance. The aim is to assist volunteer groups in the area, to try and help them work together when mutual benefit can be gained. Cllr Martin Vye spoke on KCC commissioning and there was talk about the NHS and community networks. Canterbury and Ashford Clinical groups are to merge together as these smaller groups cannot support themselves. Linda Gatusch spoke on CCC and how they are currently reviewing everything due to diminishing resources.

The Chairman thanked Cllr Gallagher for attending this meeting.

141. LPC NEWS

Next issue currently being written and will have an election item in it asking those who would like to become Cllrs to put an article in the February issue. There will also be an item asking for nominations for the Millennium Award.

142. NATURE RESERVES

Cllr Jeffries reported that they had been planting wild Kent daffodils and next year they will be planting annual meadow seeds. The volunteers have been working hard on Sunday mornings.

143. FOOTPATHS

The closing off of access to the Ford was brought up by Cllr Jeffries, who said that claiming footpath rights would be a more likely proposition. It was agreed that LPC write to Littlebourne House and ask their intentions in the first instance.

144. HOUSING

A two bedroomed property had become available in Ellen Court, the housing manager had been in touch with LPC and the relevant advert had been placed on the noticeboard and on the website. Two parishioner's had been offered the property but unfortunately both had refused as it had not met their needs. The property is now due to be re advertised to try and seek an applicant with the Littlebourne connection, before it is offered elsewhere.

145. HIGHWAYS

Next meeting is to be held on 24th November. Hoping to get some small lorry watch signs to put up semi permanently. Cllr Gallagher mentioned it is National Speedwatch day next week so the volunteers are hoping to get out in Littlebourne on that day.

Cllr Gallagher attended the KCC seminar on 7th November, the Highways department is now to be called Highways, Waste and Transportation. As from 1st April 2015 the district councils will be the first point of call for fly tipping, they would then contact KCC if it is a highways matter. The fact that PC's are not represented on the JTB board in Canterbury was discussed, elsewhere they are but without voting rights. KCC's severe weather plan was discussed as were emergency plan for PC's, who were reminded to keep them updated. Water runoff from fields was talked about, reminding us that the farmer was responsible for water running off his fields onto the road; this is mentioned in the Highways Act under discharging water onto the road.

Cllr Gallagher said the Parking Regulation review would be discussed at the next highways meeting.

146. WAR MEMORIAL HALL TRUST

The next meeting is 27th November. Cllr Gallagher reported that they have spent time looking at lighting schemes for the hall complex, and had obtained 3 quotations for this works. This is works that could possibly be done gradually room by room. The protection for the roof and refrigeration cabinets is still under discussion.

147. 4VPO

The award ceremony is to be held on Saturday 15th November at 12noon. After this ceremony the protection for the refrigeration cabinets is to be discussed and fed back to the WHM Trust. Cllr Spratt added that whatever is decided upon needs to be aesthetically pleasing due to the conservation area siting.

148. AOB FOR DISCUSSION ONLY

Cllr Shaw raised the subject of Christmas lights on the tree outside the shop. New lights need to be purchased, two quotations to be sought for providing and hanging these. They would need to be up by 1st December and remain up until about 6th January.

Due to the sad news received this week of the passing away of Helen Bennington from Canterbury City Council it was suggested a donation be made to the amyloidosis research fund in her memory. Helen had visited LPC and given a presentation on the new recycling system for Canterbury before it was introduced. It was AGREED a cheque of £25.00 towards this fund should be raised.

The meeting closed at 10.05pm

Dates of future meetings: 10 December 2014, 14 January, 11 February, 11 March, 1 April APM, 15 April, 13 May, 10 June, 15 July, 9 September, 14 October, 11 November, 9 December 2015

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL
PLANNING REPORT, 12 NOVEMBER 2014**

New Applications

CA/14/02158/FUL CA/14/02159/LB Ceri Williams	38 Bekesbourne Lane, Littlebourne, CT3 1UY Demolition of single-storey rear conservatory and construction of new conservatory on the same footprint.	No objections from LPC
CA/14/02281/EIA Steve Musk	42 & 42a The Hill and land to the rear, Littlebourne EIA screening opinion request in relation to development of up to 90 dwellings and Doctors Surgery with associated parking. Application Rydon Homes	No opportunity to comment on EIA screening requests, we will have to await outline planning app.
CA/14/02303/FUL David Lane	Land east of Swanton Lane, Littlebourne CT3 1TL Spare parts storage container for solar farm	Site of storage container was looked at on plans but to be circulated as normal to Cllrs before comments made

Notifications

CA/14/01798/FUL Sian Smith	Wits End, 75 Bekesbourne Lane, Littlebourne CT3 1UZ Demolition of existing conservatory and erection of a single storey extension	GRANTED 14/10/14
CA/14/01862/FUL Kate Gunning	40 High Street, Littlebourne, CT3 1ST Replace timber casement windows to front of property with uPVC windows.	REFUSED 16/10/14

APP/J2210/D/14/2224422 CA/14/01227/FUL Steve Musk	87 Nargate Street, Littlebourne, CT3 1UJ Proposed two-storey side extension and detached garage, including modernisation and internal reconfiguration	REFUSED by CCC 06/08/14 LPC did not object. Appeal made to Secretary of State under S78 against refusal of householder application APPEAL DISMISSED
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TREES

TRE/14/09077	Cedar Lodge, 28 The Hill, Littlebourne CT3 1TA Pruning two Magnolias by 25% in the rear garden, reducing a Holly by 1m and reducing a Holm Oak by 4m in the front garden.	No objections from LPC
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