

**LITTLEBOURNE PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON 15 JULY 2015**

**Present:** Parish Cllr Mike Gallagher (Chairman)  
Parish Cllr Mick Giles  
Parish Cllr Cate Reid  
Parish Cllr Pamela Evans  
Parish Cllr Brian Hurlow  
Parish Cllr Melanie Moore  
Parish Cllr Sylvia Wilson  
Parish Cllr Paul Coakley  
County Cllr Michael Northey  
City Cllr Stuart Walker  
PCSO Karl Shonhard

Mrs Gail Hubbard, Clerk to the Council  
There were no members of the public.

**52. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE**

Cllr Gallagher welcomed everyone to the meeting. Apologies were received from Cllr Ken Shaw (abroad) and Community Warden Gary Moore.

**53. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION**

There were no declarations of interest or requests for dispensations relevant to this meeting.

**54. MINUTES OF THE MEETING HELD ON 10 JUNE 2015**

It was proposed by Cllr Moore and seconded by Cllr Reid to accept the Minutes from this meeting. The minutes were duly signed.

**55. POLICING AND NEIGHBOURHOOD WATCH**

**Police Report**

PCSO Karl Shonhard reported on the crime in our area.

4 crime reports for Littlebourne, in the last month, the main one being a burglary from a property under renovation. Tools were taken.

18 calls relating to fraud, one led to money being taken by DD from a pensioners account, another victim suffering regular anonymous calls.

Karl reported he had been in attendance along with another PCSO on a couple of mornings at Littlebourne School to tackle the parking issues.

Karl also mentioned the Country Eye project, which is covered in more detail in the Clerk's Report of this meeting.

PCSO Karl Shonhard left at 7.10pm

**Community Warden Report**

Gary Moore's report was read out by the Clerk as follows;

My apologies for not being present tonight but hope this report will be useful.

I have been very busy of late dealing with a number of potential scam victims in the village on behalf of KCC Trading standards intelligence unit. This has proved very fruitful and I have been able to help a number of residents with a number of problems.

I have been spending time with local youths who have been on the cusp of causing problems and have hopefully swayed them towards keeping on the straight and narrow path. There's been a decrease of drug paraphernalia found in the youth shelter in the mornings as a result of this I believe but will monitor the situation.

Parking by the school remains a problem but I have managed to spend more time outside the gates talking with parents and drivers to try to get them to be more considerate. I also arranged to have Operation safety net outside this week on Monday and Tuesday with CCC parking enforcement officers there.

I am still covering two big areas due to shortages in wardens staff but the good news is that they are recruiting once again and training for new wardens starts in September so by end of year I should be released back to just the one area to take care of. Hopefully.

Also the caravan has gone from the triangle area.

The Chairman thanked Gary for this report and it was agreed that he should be informed of PCSO Shonhard's work on School parking with the request that they work together on this matter if at all possible.

## **56. ADJOURNMENT OF THE MEETING**

There was none

## **57. COUNTY COUNCILLORS REPORT**

Cllr Northey reported back that the paperwork for the Nargate Street HGV ban had been signed; this was to cost £2460 from his members fund and should happen in the autumn.

He mentioned the closure of Nargate Street from 27-29<sup>th</sup> July for drainage works to be carried out.

Countywide, there is a full Council meeting in Maidstone on Thursday 16<sup>th</sup> July, and last Wednesday 8<sup>th</sup> July there had been an education meeting, which Cllr Northey had attended, with lots of talk on school places and targets for improvements to schools.

There are 101 secondary schools in Kent and 450 primary schools, under KCC's control. 600 schools in total in Kent (academies are not under KCC control). These schools not under KCC control are still included within the Kent statistics

82% of schools are either good or outstanding as rated by Ofsted, this is a fraction above the national standard, the aim is to get 90% by 2020. There are currently only 9 schools in Kent that are in special measures

There has been a massive increase in the birth rate recently, with allowance for migration KCC aim to have 5% surplus spaces within schools across the county.

Migration wise since the beginning of June 138 unaccompanied children (under 18's) have arrived in Kent, they are then kept in a holding centre, which is so full, people are sleeping in the corridors. They have to wait to go through Home Office procedure and KCC have a duty to look after them.

If you see possible immigrants getting off a lorry ring 101 to report and try to get the reg plate of the lorry, they can track where the immigrants have come from, if they know what lorry they came in on.

Cllr Giles reported that following the publication of their drainage report, he had met with KCC drainage to look at the drains in Littlebourne and was pleased to have sorted additional cleaning for some of the problem areas.

## **58. CITY COUNCILLORS REPORT**

Cllr Walker's report was as follows;

There is still RAMP money available, approx. £4k left, after grants given to Bekesbourne with Patribourne & Bridge and another parish.

I attended the Serco meeting last month which I found to be very informative. There still seems to be some work that needs to be carried out to ensure that some of the issues that happened recently do not happen again. There is definitely going to have to be ongoing dialogue with regards to the contract that they currently have and any further information that you can give me or anything that you want me to follow up on please let me know and I will action accordingly.

I am also hoping to submit motions to the Rural area members panel on speed limits in villages and outside schools to be considered by full Council before putting a proposal to KCC and also a proposal to discuss if any money could or should be spent to celebrate the Queens 90th birthday next year in the form of a large party? Any comments on these would be greatly appreciated.

Much of the last month has been spent on the 87 houses planning proposal in Littlebourne which I am sure you will agree was a great first result in the planning committee voting 7-5 against the application. There is still a lot of work to be done but thanks and a well done needs to go to Mike and the rest of the Littlebourne Parish Council for the opposition that they've organised and also for the subsequent meeting where representatives from several Parish Council's along the Nailbourne got together to discuss what they could achieve collectively.

There have also been several other smaller application discussions that I have had with residents and at the current time these all seem to be satisfactory.

I am pleased to announce that I have been able to organise 2 surgeries in Bridge and Littlebourne the first one being on 16 July starting at 9:30 and in Littlebourne on 23 July which will give local residents who may not have had the opportunity to get in contact with the citizens advice bureau previously the chance to attend a drop-in session to make first contact. There are two further sessions planned for September and it is hoped that if they are successful that we will get the funding to be able to continue.

A257 meetings have been resurrected following the election and I should hope to be able to attend them in the future. Unfortunately I wasn't able to attend the brainstorming session that was held recently but I would hope that some of these points could be raised at RAMP in the future

Cllr Giles asked Cllr Walker why the planning officers recommended approval for the Rydons development when it was in contravention to the Councils Local Plan? Cllr Walker said it was treated as a windfall site by the planning officers.

Cllr Northey and Cllr Walker left the meeting at 7.50pm.

## 59. PLANNING/TREES

All planning items on Appendix 2 were discussed and noted – attached at end of minutes

### **LOCAL PLAN HEARING**

The first session of this started on Tuesday 14<sup>th</sup> July and runs until 29<sup>th</sup> July. The second session then starts on Tuesday 29<sup>th</sup> September and runs until 9<sup>th</sup> October.

Cllr Reid had attended the first and second day of the hearing and reported back to the Council.

## 60. FINANCE

- (a) RECEIVED the bank statements for June 2015, and RESOLVED the signature of the Chairman thereon;
- (b) NOTED £11.99 will be taken from our account by DD on 15<sup>th</sup> July for our 1x1 website
- (c) NOTED the clerk has recharged the recent CCTV works to the WMH, Rec Club and 4VPO and advised of works necessary to fit UPS.
- (d) NOTED a new LPC news advertiser has been signed up for the next 4 editions.
- (e) NOTED the clerk has prepared the 1<sup>st</sup> Qtr VAT reclaim totalling £1022.75.
- (f) NOTED £156.20 will be taken from our account by DD on 17<sup>th</sup> July for our BT broadband and phone.

### **AUTHORISATION OF ACCOUNTS**

There were receipts totalling £150.98 NOTED this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £2203.17, together with Appendix 3a presented at the meeting totalling £722.84. These were proposed by Cllr Giles and seconded by Cllr Hurlow so it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

### **1<sup>st</sup> QUARTER**

RECEIVED the End of 1<sup>st</sup> Quarter expenditure to date against budget headings spreadsheet, (previously circulated as Appendix 3b). Cllr Giles proposed to accept this; this was seconded by Cllr Evans.

### **CHEQUES IN AUGUST**

AUTHORISED the payment of cheques through August, where necessary, as there is no August meeting held. Cheques would still need to be signed by two Cllrs.

## 61. CLERK REPORT

### **CORRESPONDENCE**

#### **A. Update from CCC on Concurrent Funding**

The below information was reported to RAMP on 22<sup>nd</sup> June;

#### **Summary of recommendations**

Multi-year funding	Create advance 4 year funds for eligible functions from 2017/18
Create contingency budget	Ringfence a proportion of the total budget for emergency requests
Footway lighting upgrading	Upgrading lighting to reduce costs - transfer ownership to KCC/CCC

#### **Next steps and timeline**

The next step is to complete a value for money exercise; a piece of work to compare costs for work in the parishes with those of the council's contractors is ongoing. Parishes have been asked to submit accurate information with regards to the type of work that is carried out, the

location of the work, who owns the land this takes place on, the size of the area maintained, and any further info about the usage of the site.

We are also compiling a comprehensive and accurate data base of parishes' assets and maintenance responsibilities to inform things moving forward, and ensure true cost comparisons with urban areas. As the allocations are not in fact grants, but are reimbursements for services carried out on behalf of the city council, there is also a proposal that this area of work could sit in the Contracts and Commissions team in future, which will be explored as part of refinements to the application process.

The review is scheduled for completion by August 2015, with recommendations being taken to committee after that time. For this year's application process it will be necessary to use the existing format and criteria as review recommendations will not have been finalised and agreed by Committee in time to action improvements. This is because the decision on the level of the awards must be ratified by Policy and Resources Committee in November in order to allow parishes sufficient time to set their precept levels in December.

#### **B. Country Eye - Helping Keep the Rural Community in Kent Safe (Will put item in Sept LPC News)**

Country Eye Ltd have built a free App for people living and working in the rural community. The app allows users to record and share information on crime, suspicious behaviour and damage in their home community or whilst out and about. The Crime, Rural Advisory Group (CRAG) has commissioned the design and build of the Country Eye app. The app has been built to help residents and farmers in Kent report information quickly and efficiently. This information is securely stored in a central database and accessed by the voluntary Country Eye team who are fully trained by Kent Police. The team analyse and disseminate the information and then broadcast it out to other local app users.

Country Eye has the full backing of Kent Police with information being sent securely to the relevant authorities. Kent Police is committed to responding to concerns in rural communities and to carrying out high visibility patrols. The information collated through the app will give officers a greater understanding of potential problem areas. The app has been supported by Kent Police and Crime Commissioner, Safer Kent, National Farmers Union and BTF Partnership.

The Country Eye app identifies four different Rural Categories which make up the majority of incidents that occur in the countryside.

**Theft:** Vehicle, Metal & Cable, Machinery & Plant, Livestock, Outbuilding, Fuel & Oil and Equine.

**Farm Crime:** Arson, Fly-Tipping, Trespass with and without Firearms, Criminal Damage and Suspicious behaviour with and without vehicles.

**Animal, Wildlife Crime:** Poaching, Animal Welfare, Endangered Species & Conservation, Hare Coursing and Horse Crime.

**Heritage Crime:** Off-roading and Metal Detecting/Night Hawking

The app has a knowledge section which highlights the key factors for each type of incident above to assist users. Sign up is simple; the system requires a contact number, email address and postcode. The app records and disseminates information using the phones camera and GPS location settings. Recording information is intuitive; users will click the camera icon, take an image, choose from a drop-down the type of crime, whether a crime reference number has been issued, and any other useful information. The location, time and date will be automatically recorded. The app can also use an existing image from the camera's photo library.

The application is not intended for emergency purposes; users should report to; 999 – (crime in progress) 101 – (crime committed) or report to Crimestoppers if they wish to remain anonymous – 0800 555 111

Item to go on next LPC News

## **CLERK REPORT**

### **FOOTPATHS**

School path has now been cleared at the necessary points and is walkable. The clerk has written a blanket letter to all residents that back onto the path along the side of the school, thanking those who have maintained their hedges but asking those who have not to do so.

### **THE FORD**

The application to claim the footpath through the ford has now been received by PROW under ref PROW/CC/C373, their estimate of timescale before investigation commences is now at 2-2 ½ years as they have a huge backlog.

### **SOLAR FUND APPLICATION**

Clerk has now obtained three quotations for inclusive roundabouts and can now put together an application for funding. Advice to be sought from Mrs Thompson as to which she thinks is the most suitable one.

### **HONOURS BOARDS**

Have been taken to the sign writers and have now been collected, ready to put back up.

### **GLASS RECYCLING SIGNS IN CARPARK**

Clerk has asked CCC to remove these as should have been taken down when the bottle banks were removed at the end of March.

## **62. ALLOTMENTS**

Cllr Evans reported that all is looking good at the allotments, it was agreed a letter should be sent to LHS congratulating them for all their hard work. The annual plot competition is to be held very soon. It was mentioned the boundary hedge on Court Hill needed cutting again, clerk to arrange.

## **63. KALC**

AGM on 21<sup>st</sup> July, Leader of CCC Cllr Simon Cook will be speaking.

## **64. SCHOOL**

Cllr Wilson is now a Governor at Littlebourne CEP and she reported that Stella Byrne is to be head for next year 2015/16 which should bring stability to the school. They are keen to be involved with the community and in October there is to be a whole school trip to Wimille.

## **65. MEDIA**

Cllr Moore reported that she is taking over the Gazette Column as of next week and would also like to further explore the use of social media's such as Facebook and Twitter for the PC. The deadline for printing the September LPC News would be Tuesday 25<sup>th</sup> August to tie in with C&V.

## **66. EMERGENCY PLAN**

Cllr Reid said she would convene a meeting of the new Committee. Cllr Giles said the Flood Action Plan would need to be updated aswell.

**67. HOUSING**

Cllr Giles mentioned the housing renewal situation and the fact he would like to meet with CCC and the housing Associations to discuss the inclusion within the Choice Based Lettings scheme.

**68. HIGHWAYS**

Cllr Reid hopes to run a Speedwatch session in the near future.

**69. 4VPO**

Next meeting 27<sup>th</sup> July, when decision should be made on this year’s awards.

**70. AOB FOR DISCUSSION ONLY**

There were none.

The meeting closed at 9.48pm

*Dates of future meetings: 9 September, 14 October, 11 November, 9 December 2015*

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL  
PLANNING REPORT, 15 JULY 2015**

**APPENDIX 2**

**To discuss further**

CA/15/01034/FUL  Brendan Boyle	Replace existing boundary wall with 1.8m x 215mm wall.  2 The Hill, Littlebourne, CT3 1TA	Site visit carried out by Cllr Hurlow. The applicants had offered to adapt the plans to move back the walls position by 30cm, this should then offer sufficient visibility at the Jubilee Road junction. LPC were in agreement with this proposal, but the existing shrubbery that had grown on this corner would also need to be cut back.
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**New Applications**

CA/15/01281/VAR  David Lane	Variation of condition 02 of planning permission CA/13/01750/FUL relating to the addition of combiner boxes.  Land to the east of Swanton Lane, Littlebourne	No objections
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**Notifications**

CA//15/00916/LUP	Certificate of Proposed Lawful Development in respect of loft conversion.  13 The Maltings, Littlebourne, CT3 1SS	Would be lawful
CA//14/02417/OUT	Demolition of 42 and 42A The Hill and provision of 87 dwellings including up to 26 affordable dwellings, new doctors' surgery, internal access roads, garaging, parking, attenuation pond and open space all accessed from The Hill.  Land off The Hill and Jubilee Road, Littlebourne	REFUSED 25/06/15
CA//15/00999/FUL	Erection of porch to front of dwelling  Honey Bear Cottage, 11 Nargate Street, Littlebourne, CT3 1UH	REFUSED 30/06/2015
CA//15/01044/VAR	Removal of condition 21 (code for sustainable homes) of planning permission CA/13/02036/FUL.  32 Jubilee Road, Littlebourne, CT3 1TP	GRANTED 02/07/2015
CA//15/01060/FUL	Replacement of existing timber outbuilding with new outbuilding  Swanton Farm, Swanton lane, CT3 4AX	REFUSED

**Trees**

NONE		
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