

**LITTLEBOURNE PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON 14 OCTOBER 2015**

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

Mrs Gail Hubbard, Clerk to the Council  
There were twelve residents.

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

Cllr Gallagher welcomed everyone to the meeting. Apologies were received from Cllr Brian Hurlow (holiday), Community Warden Gary Moore and PCSO Karl Shonhard.

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

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

**97. MINUTES OF THE MEETINGS HELD ON 9 SEPTEMBER 2015**

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

**98. POLICING AND NEIGHBOURHOOD WATCH**

**Community Warden Report** from Gary Moore (read out by the Clerk)

Apologies for not attending due to workloads on mornings with schools etc it's almost impossible to find time in the evenings. Some good news is that we now have new wardens in post which means that as of this week I shall no longer be covering two very large and active areas and can now concentrate solely on Littlebourne and the villages around. So hopefully now some resemblance of normal can resume!

I have been active in dog fouling issues in the village and have has several early mornings and spoken with several dog owners. Hopefully these fouling will stop now. Troubled families are on the rise and time has been spent helping folks get the right help. I have been active outside the school dealing with parking issues, which is an ongoing problem.

As winter approaches I shall be raising awareness through the villages about flooding once again and seek to encourage people to prepare well for winter.

I'm aware that there is an ongoing problem with the youth shelter but to deal with the possible drug use etc., that's a matter for the police if crimes are being committed.

Cold callers and scam caller have again been a problem throughout the villages and much time is spent dealing with these problems as well as trying to educate the public about the pitfalls of getting involved and again this is an ongoing theme.

## **Police Report from PCSO Karl Shonhard (read out by the Clerk)**

I hope you are all well, and apologies once again for being unable to attend the meeting. This following report is from 6<sup>th</sup> September to 12<sup>th</sup> October. There have been 3 crime report incidents for Littlebourne.

### **CRIME REPORT INCIDENTS**

- Burglary Other Than Dwelling, Theft – Approximately £4800 worth of equipment stolen from Polo Farm Sports Club between 1730 on 7<sup>th</sup> September and 0730 on 8<sup>th</sup> September. Investigated and filed.
- Criminal Damage – three vehicle tyres punctured. Tenth time this year. No witnesses or CCTV in the area, owners of vehicle advised to get CCTV to act as a deterrent and provide evidence if it were to happen again. Crime report filed. Linked to below call.
- Criminal Damage – brake fluid poured over car, damaged paintwork.

### **POLICE RELATED INCIDENTS**

There have been 19 calls in total.

- Vehicle Theft in Progress – Howletts van stolen, later recovered due to it being involved in a Road Traffic Collision in Adisham on the same evening.
- Criminal Damage Not Recent – caller has had three tyres punctured. Linked to crime report above.
- Suspicious Event – The Hill, Littlebourne, 0750 in the morning male seen coming out of the bushes on the bend in the road. The male walked into the middle of the road, did some exercises and then went back into the bushes. Male was not located. Male described as white skinned, slim, 18 to 20 years old, short blondish hair, wearing dark trousers and a white shirt.
- Road Traffic Collision, Fail to Stop – on 23<sup>rd</sup> September around 1515 an artic lorry came through the High Street and damaged a parked car. The back wing, wheel arch were damaged, and deep scrapes down driver side of vehicle also. Grey lorry with large black writing, no license plate so unable to locate the lorry. Insurance advice given.
- Road Traffic Collision – 2 calls regarding crash on A257 between Littlebourne and Wingham. Hire car hit tree. Passenger of car injured and taken to Hospital to be checked. Road closed for hour and a half.
- Bad Driving – around 1020 on 8<sup>th</sup> October, white van seen driving erratically towards Littlebourne. Linked to below call.
- Road Traffic Collision – same white van involved in head on collision with another car on A257. White van on wrong side of the road. Road closed for over two hours. Driver of car an elderly female, taken to Hospital to be checked over, injuries not deemed life threatening or life changing.
- Bad Driving – hire van heading towards Littlebourne early evening, clipped pavement a few times and would stop when traffic approached.

## **99. ADJOURNMENT OF THE MEETING**

There was none

## **100. COUNTY COUNCILLORS REPORT**

Cllr Northey reported to the meeting that there had been a select committee meeting in The House of Commons this morning to discuss Operation Stack.

The HGV ban signs for Nargate Street should be put up very soon.

Two KCC consultations to mention at present;

LED street lighting consultation closes 29 November

Budget consultation for 2016-17, closes 24 November

The migrant problem is currently costing KCC £8.1 Million and there is no sign of numbers decreasing at the moment. Unaccompanied children (those under 18) who arrive in Kent, automatically become the responsibility of KCC. There are currently 872 under 18's in care at the moment, looked after in 3 holding centres in Kent. 24 new social workers have been recruited to deal with the crisis. 200 children have been housed in other counties, at KCC's expense and only 33 children have gone to other counties at their cost.

## 101. PLANNING/TREES

### ***CA/15/01711/OUT – Rydons Application update***

The Chairman updated the Council and residents on this application which was approved by the CCC planning Committee last night (13<sup>th</sup> October) at the Guildhall by 9 votes to 2.

CCC are now working on the S106 agreement which will relate to the land at the top of the site being gifted to the PC with an endowment and the doctors surgery site (if it is not to be a surgery, what else?). The Planning Committee had talked last night of the village being left with a building they did not need nor could afford to run, they were pushing for involvement with the PC to decide the best use of the land.

LPC had submitted an EA Screening Direction request to The Department for Communities and Local Government, due back today(14<sup>th</sup> October), the decision had come back this morning stating that an Environmental Statement was not required for this site.

The Chairman has met with two of LPC's advisors to see what avenues can be pursued, he would then propose to bring any options back firstly to LPC and then to the village, in the form of a village meeting. LPC will continue to challenge the SW and ecological reports.

It is however clear the developer will not give up easily, an Appeal has already been lodged against the first application, which was refused in June. CA/14/02417/OUT

The vast majority of the village has not supported this application, going back to 2012 and both of these applications since; although we are aware this is not everyone's view. This has been our mandate; this is what the previous PC and the present PC have done.

At this point the Chairman allowed questions and suggestions from the attending residents

Cllr Northey and the majority of residents departed at 8.15pm.

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

Members of the planning committee had viewed the two sets of plans for Rose Acre Road, along with comments from the neighbouring residents. It was AGREED LPC would object to both of these applications. See Appendix 2 for further details.

The demolition of what is a listed wall outside no 43 Nargate Street was mentioned; clerk to bring this to CCC's attention.

There is also some concern over a large shed that has appeared in one of the gardens in Cherry Orchard, there is a covenant on these properties (under permission CA/99/01185/LIT) to say that none of the properties can be extended, nor can any building or enclosure be erected within the curtilage of any dwelling without permission from the LA. Clerk to pass details onto CCC.

## **102. CITY COUNCILLOR REPORT**

Cllr Walker mentioned he had been passing anything of interest that came up to the Clerk to circulate, rather than store it all for his meeting reports so he didn't have anything to add this evening.

Cllr Walker departed at 8.45pm

## **103. FINANCE**

- (a) RECEIVED the bank statements for September 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> October for our 1x1 website
- (c) NOTED the clerk has prepared invoices to recharge the CCTV works (fitting the UPS) to the three others parties. Invoices for £124.07 each
- (d) NOTED Lloyds Bank have confirmed Cllrs Moore and Wilson are now authorised signatories to the LPC account
- (e) NOTED a new LPC advertiser has been secured for the next 4 editions, and invoice has been sent
- (f) NOTED the Clerk has prepared the 2<sup>nd</sup> QTR VAT reclaim totalling £219.55.

### ***AUTHORISATION OF ACCOUNTS***

There were receipts totalling £20.00 NOTED this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £2038.04, together with Appendix 3a presented at the meeting totalling £643.57. These were proposed by Cllr Giles and seconded by Cllr Moore so it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

### ***END OF 2<sup>ND</sup> QTR EXPENDITURE***

The figures laid out in Appendix 3b were previously circulated to Cllrs and represented the expenditure in all areas for the 2<sup>nd</sup> quarter of 2015-16. This was proposed by Cllr Giles and seconded by Cllr Wilson to be accepted.

### ***EXTERNAL AUDITORS REPORT FOR 2014-15***

PKF had found everything to be in order with the Annual Return, they did however draw our attention to the VAT which had been incorrectly accounted for in boxes 1 and 3. This has been discussed and agreed by PKF and clerk for next year. The necessary paperwork has been displayed on the noticeboard and will remain so for the set time. Thanks were given to the Clerk for preparing the accounts and annual return.

Cllr Wilson departed at 9pm (she is accompanying Littlebourne School on a day trip to Wimille early tomorrow morning)

## **104. CLERK REPORT**

### **CORRESPONDENCE**

#### **A. Zurich Insurance – Our PC Insurer**

During this years' Summer Budget, the Chancellor announced an increase in the rate of Insurance Premium Tax from 6% to 9.5% with effect from the 1<sup>st</sup> November 2015. This increase will apply to all insurance premiums after this date. We will see this increase in the cost of our insurance in May.

#### **B. Consultation on Police & Volunteer powers**

The Home Secretary has launched a consultation into proposed changes to powers held by police staff and volunteers. The deadline for responses is 31 October. The consultation can be accessed via the following link: <https://www.gov.uk/government/consultations/reforming-the-powers-of-police-staff-and-volunteers>.

The proposals include:

- Creating a list of 'core' police powers – including arrest and stop and search - that would remain exclusive to police officers
- Enabling chief officers to designate a wider range of powers on police staff and volunteers
- Enabling volunteers to be designated with powers in the same way as staff
- Abolishing the role of traffic warden under the Road Traffic Acts

#### **C. National Improvement Strategy for Parish & Town Councils**

The Improvement and Development Board (set up in 2013 by NALC and the SLCC) is about to start developing a National Improvement Strategy for Parish and Town Councils. The aim of the strategy is to ensure local councils have the support and tools to make the most of current and future opportunities and that local communities are supported by strong, resilient and effective councils at all tiers of local government. The on-line survey (<https://www.surveymonkey.com/r/IDBSurveystakeholder>) is the first step of the consultation exercise. We understand that the Improvement and Development Board will use the results of this initial survey to begin forming the principles of this new strategy, as well as to plan out a further set of consultations over 2016. The deadline for submissions is 6 November 2015.

#### **D. KCC Street Light Consultation**

Earlier this week, Kent County Council issued a consultation document and on-line questionnaire on street lighting. The consultation document and questionnaire can be accessed via <http://consultations.kent.gov.uk/consult.ti/streetlighting/consultationHome>. The deadline for responses to the consultation is Sunday 29 November 2015.

Kent County Council recently secured funding to convert all of its street lights to Light Emitting Diode (LED) technology. LED's are significantly more efficient than the existing lights and LEDs are now used by KCC when they are replacing old or failed street lights.

With LEDs and a Central Management System, KCC will be able to monitor their energy use, detect faults, dim lights and control the time that the lights turn on and off. As a result, KCC are now reviewing the way they provide street lighting and are seeking views via this consultation on how people would prefer the street light to operate. There was some discussion as to whether individual Cllrs should make their own comments or if a combined LPC response should be issued to the consultation. It was decided that Cllr Moore would collate the other Cllrs views and we would discuss at the November meeting before submitting a response.

#### **E. Letter from Chestfield Parish Council asking for our support**

Their clerk has discovered an issue with being able to keep affordable housing in any new development for local people and hopes that Littlebourne Parish Councillors will help and support Chestfield parish council. Canterbury City Council do not currently have a housing allocations policy that would allow a local connection to be built in.

The parish council would like to lobby Canterbury City Council to introduce a local connection criteria in new development sites with a sizeable element of affordable housing, so that at least a percentage of these are allocated to tenants with a local connection to the local area - where there is a local desire for this to be introduced in any consent of that development.

This is particularly timely at the moment as the Canterbury District Local Plan is being prepared for the next fifteen years and this policy could be included in it. If a village has to absorb development for the benefit of the district there should at least be an element of the affordable mix for its local people.

Chestfield Parish Council would like to encourage the other parishes in the Canterbury district to also lobby for this to be done – this would be particularly pertinent to those parishes who

are likely to be affected by new housing development in their parishes, such as Herne and Broomfield, Sturry, Westbere and Littlebourne. It was AGREED LPC would support Chestfield and sent a letter of support.

#### **CLERK REPORT SOLAR FUND APPLICATION**

The clerk has almost completed an application to the Community Benefit fund, setup by the solar farm in Swanton Lane. The application made will be for for £9858.25 for an Inclusive Orbit roundabout to be supplied and installed if successful from Playdale Playgrounds. This was the preferred choice from Mrs Thompson (who approached us in the first instance for this project).

#### **YOUTH SHELTER**

The clerk has removed the graffiti and covered up the damaged wood work, and touched up the paint where necessary (a further coat of green paint is required). Repair work is needed to the front of the shelter where a football has been kicked against it, as a panel is now missing.

#### **BOLLARDS ON JUBILEE**

KCC Highways are aware of the missing bollards at either end of Jubilee. At the Church Rd end they have attended and tarmacked over the hole, clerk has chased for bollard to be replaced.

#### **SCHOOL PATHWAY**

Nettles have been removed. Clerk to sort out bulb replacements for lighting on footway and look into timings of lights, following a report from Cllr Moore.

### **105. ALLOTMENTS**

Cllr Evans had prepared a report for Cllrs which had been previously circulated to Cllrs, she also reported back from the Inspection which was carried out on 3<sup>rd</sup> October.

In the Littlebourne Allotment Agreement set out in 2012 between LPC and LHS it sets out the roles for both sides, it does mention this should be reviewed annually, which has not happened. Is this agreement still relevant?

A present LHS is a totally independent operation, with our role to ensure legality of operations

Clerk to write to LHS and ask for a review of this agreement and to attend a discussion at our January meeting. Both sides then have time to look at the agreement to see if it is working, and if anything needs amending.

### **106. KALC**

The next meeting is next week, Cllr Gallagher and possibly Cllr Coakley to attend.

Cllr Coakley departed at 9.20pm.

### **107. OLDER PEOPLE**

Cllr Moore is still hoping to arrange a coffee morning at Ellen Court, perhaps every month, prior to our meeting so she can bring feedback.

### **108. THE SCHOOL**

Cllr Wilson is joining the School on their twinning trip to Wimille tomorrow.

Since April the schools role has increased by 20% and more applications are expected from village children in 2016. Ofsted carried out their visit last week and the result is expected soon.

#### **109. HM QUEENS BIRTHDAY**

The Queens 90<sup>th</sup> Birthday is on Thursday 21<sup>st</sup> April 2016, and LPC have been approached by Wickhambreaux PC to see if we are planning to celebrate this event in Littlebourne. It was agreed that we would like to celebrate this event and Cllr Reid is to contact Wickhambreaux PC and discuss suggestions. The preferred dates would be Sat 23<sup>rd</sup> or Sun 24<sup>th</sup> April.

#### **110. TWINNING**

Cllr Reid reported back that Wimille will not be visiting Littlebourne in December after all but we are working on a date for 2016 for a walking visit there. LPC have also been invited to visit the Wimille Christmas markets on 28<sup>th</sup> November, Cllr Reid to look into coach hire.

#### **111. MEDIA**

Cllr Moore reported that the Facebook page is going really well and that she is still doing the press every week. If anyone has any news items/dates for village diary please let Cllr Moore know [currentmrs@outlook.com](mailto:currentmrs@outlook.com)

#### **112. NATURE RESERVE**

Cllr Evans reported that the AGM had gone well with a great talk on hares. Hare coursing is a big problem in rural areas. Cllr Giles asked if we could find out from PCSO Karl if there was still a dedicated Constable cover these types of rural crime.

Cllr Evans reported that the Nature Reserve had been approached by Mr Irish asking if a water pipe could be directed through the Nature Reserve, this had already been discussed at their AGM and a response had been given confirming this could not be done. Mr Irish was present at this meeting and at this point questioned LPC's ownership of the Nature Reserve, which was confirmed as owned by LPC (gifted by Sunley Estates when Cherry Orchard was built). The matter of the location and ownership of the water pipe in the Nature Reserve has been brought previously to LPC by Mr Irish and a written response had been received explaining our situation on the matter.

#### **113. HOUSING**

There is a two bed property to come available in Court Meadows in the next couple of weeks. The clerk has displayed the advert on the noticeboard and contacted those on the eligible list to let them know. This will be advertised on The Kent Homechoice site this week.

#### **114. FOOTBALL NET**

The clerk is to write a letter of thanks to Chris Beer for sourcing and fitting the superb new goal net to the post on the recreation ground.

#### **115. WMH**

Cllr Reid reported the committee are awaiting a quotation for the works needed to repair the roof. The new lighting has now been fitted in the main hall.

#### **116. 4VPO**

Awards night set for 21<sup>st</sup> November.

#### **117. AOB FOR DISCUSSION ONLY**

Cllr Shaw asked about Christmas lights this year, as the tree may have been removed by then it was decided none would be hung this year.

The matter of a salt bag from KCC Highways was also raised by Cllr Shaw, it was agreed the clerk should contact Highways and arrange for one to be delivered and sited by the bin in the carpark, opposite the parish office.

The meeting closed at 10.10pm

There after followed a confidential item.

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

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL  
PLANNING REPORT, 14 OCTOBER 2015**

**APPENDIX 2**

**New Applications**

CA/15/02007/OUT Guy Wilson	Proposed 3 bedroom chalet bungalow  Land adjacent to 24 Rose Acre Road, Littlebourne CT3 1SY	LPC to object on following grounds; Tight plot for dwelling, very close to 80a. Access is very narrow All other properties are single storey Inadequate turning room for more vehicles accessing
CA/15/02006/OUT Guy Wilson	Proposed 3 bedroom chalet bungalow  Land adjacent to 27 Rose Acre Road, Littlebourne CT3 1SY	LPC to object on the following grounds; Very narrow plot, very close to No's 25 & 27 (will overlook) Access is very narrow All other properties are single storey Driveway could not cope with more vehicles on daily basis.
CA/14/02417/OUT APPEAL LODGED	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.	Appeal will be decided following Public Enquiry and site visit by Inspector.
CA/14/02489/FUL Amended drawings received	Erection of new medical centre (revisions to extant planning permission CA/09/00640/FUL) and erection of 9 houses as enabling development  Land adjacent to 1 Court Hill, Littlebourne CT3 1TX	LPC response registered with CCC No objections to revisions – showing a change in pitch of rooves
CA//15/01897/FUL & CA//15/01898/LB  Brendan Boyle	Single-storey rear extension and timber garden studio  6 Nargate Street, Littlebourne, CT3 1UH	LPC response registered with CCC No objections
CA/15/01809/FUL  Karen Evans	Replacement of 1950's corrugated steel garage with oak framed car port/garage  1-3 Nargate Street, Littlebourne CT3 1UH	LPC response registered with CCC No objections

### **Notifications**

CA/15/01566/FUL Bernard Haasbroek	Erection of front and rear single storey extensions, loft conversion with formation of rear dormer and roof lights to front roof slope and vehicular access with parking to front of dwelling.  43 Nargate Street, Littlebourne CT3 1UH	GRANTED 21/9/15
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### **Trees**

TRE/15/09589	To thin and remove two Conifer Trees and two Birch Trees located in the rear garden of Lee House.  Lee House, Lee Priory, Littlebourne, CT3 1UR	Expires 16 Oct No objections from LPC
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