

**LITTLEBOURNE PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON 13 JULY 2016**

**Present:** Parish Cllr Mike Gallagher (Chairman)  
Parish Cllr Mick Giles  
Parish Cllr Pamela Evans  
Parish Cllr Cate Reid  
Parish Cllr Melanie Moore  
Parish Cllr Brian Hurlow  
Parish Cllr Sylvia Wilson  
County Cllr Michael Northey

Mrs Gail Hubbard, Clerk to the Council  
There were no residents present.

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

Apologies were received from Cllr Ken Shaw (holiday), City Cllr Stuart Walker (attending a CCC meeting) and PCSO Katherine Bolton (off duty).

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

Cllr's Reid, Giles and Wilson declared an interest in the Village Hall, as they are all part of the WMH Committee, so would not take part in discussions over the Manor Barn variation to planning application.

**38. MINUTES OF THE MEETING HELD 8 JUNE 2016**

It was proposed by Cllr Evans and seconded by Cllr Moore to accept the Minutes. The minutes were duly signed.

**39. POLICING AND NEIGHBOURHOOD WATCH**

PCSO Katherine Bolton's report was circulated to Cllrs prior to meeting;

**CRIME REPORT INCIDENTS**

There were 7 crime report incidents for Little Stour, some recorded below are for Littlebourne.

- 2 reports of criminal damage – The Elders and Court Meadows
- Theft from person – High Street

To be aware –

- Burglary in Wickhambreaux

**POLICE RELATED INCIDENTS**

There were 34 police related incidents for Little Stour area, some recorded below are for Littlebourne.

- Concern for elderly female on mobility scooter. Advice given to female
- Temporary traffic lights causing traffic hazard on main road
- Minor RTC on The Hill – wing mirrors clipped
- Suspicious event on Bekesbourne Lane – males acting strangely and following a female. Female all in order
- Nuisance youths hanging around the recreation club drinking alcohol
- Nuisance youths at youth shelter on recreation ground – lighting fires overnight
- Poaching fish on private land

### **TO BE AWARE**

For the attention of any farm owners – there has been a few incidents in Kent recently regarding theft of machinery and we are asking farmers and owners of these large agricultural type vehicles to be aware of this and to encourage them to make the taking of these machines a little more difficult by removing the keys and not keeping them with the vehicle.

The removal of a parked vehicle's number plates on The High Street was also noted.

### **40. ADJOURNMENT OF THE MEETING**

There was none.

### **41. COUNTY COUNCILLORS REPORT**

Cllr Northey mentioned the letter LPC had written to Police Commissioner Mr Scott, copied into KCC. He will be monitoring for a response, clerk to remind Cllr Northey if no response is received.

The 'find and fix' scheme is now underway, over the next two months local companies will be carrying out works for KCC, such as white line refreshing, potholes, weed spraying, washing signs and cutting vegetation. Hopefully we will notice the difference in our parishes.

This year's Key Stage 2 results are now out, Kent has performed above the national average of 53%, with 58% of children getting 'expected' in reading, writing and maths. 88.3% of Kent schools are now considered good or outstanding. Next year's target is to make this 90%.

Cllr Northey departed at 7.30pm

### **42. PLANNING/TREES**

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

The next Examination Hearing Sessions for the Canterbury District Local Plan have been set for the week beginning 18<sup>th</sup> July. The List site SHLAA/091 and Bekesbourne Lane site SHLAA/044 are down as Omission sites and to be discussed on day 3 Thursday 21<sup>st</sup> July. We are not able to participate in the hearing but it was agreed LPC would send representation to hear what was said.

### **43. FINANCE**

#### **FINANCIAL MATTERS**

- (a) RECEIVED the bank statements for June 2016, 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 £112.21 will be taken from our account by NEST for June and July's employer and employee pension contributions.
- (d) NOTED the clerk has put £80,000 into a new fixed term deposit with Lloyds for a period of 6 months, this will gain 0.8% interest and mature on 13th Jan 17.

#### **AUTHORISATION OF ACCOUNTS**

There were receipts totalling £1290.92 NOTED this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £7476.66, was proposed by Cllr Giles and seconded by Cllr Reid together with Appendix 3a presented at the meeting totalling £23.48, this was proposed by Cllr Hurlow and seconded by Cllr Wilson. So it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

#### **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.

## **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 Evans proposed to accept this; this was seconded by Cllr Moore. Figure under miscellaneous queried, clerk to check and advise Cllrs.

## **44. CLERK REPORT**

### **CORRESPONDENCE**

#### **A. CCC - VIEWS SOUGHT ON COUNCIL TAX SUPPORT**

Local people are being asked for their views on proposed changes to the city council's council tax support scheme. This is the scheme that provides financial support to residents on low incomes to help them pay their council tax. The current scheme, which was introduced in 2013 as part of a Kent-wide agreement, is due to end in March 2017. In 2015/16, more than 10,000 people received financial support from the council totalling £9.2 million.

Funding for the scheme has continued to reduce and the council, along with every local authority in Kent, will be consulting on options for the future to ensure that it is affordable. This is so it can continue to support the most vulnerable residents in the district, whilst protecting all council tax payers. As pensionable age people who receive council tax support are protected, the changes will not affect them. Thirteen proposals are being put forward for consideration. Members of the public have until Friday 16 September to give their views on the proposals. For more information, including an online survey and video description of the 13 options, go to [www.canterbury.gov.uk/cts](http://www.canterbury.gov.uk/cts).

#### **B. Email from resident Mrs Thompson**

Thanking LPC for making the inclusive roundabout project happen. Mrs Thompson had initially approached us with a request for an item of fully inclusive play equipment, with various grants we have managed to finish this project.

#### **C. Email of thanks from Viv Spratt**

An email had been received from Viv Spratt congratulating LPC for the wonderful day put on for the Queens 90th Birthday. With particular thanks to Cllr Reid. Thanks also for the invite to have lunch with the Wimille guests.

#### **D. CCC - CONSULTATION ON EXTERNAL FUNDING**

The city council has begun consultation on changes to the way it supports voluntary, cultural and sports organisations in the district. Each year, the council provides around £1.4 million of support to these groups, through grants, rent concessions, parking concessions and other funding schemes. The council's aim is to get the maximum benefit for local people from this money, and has now developed a new commissioning and support policy. It sets out proposals for how the council will provide support to different organisations and how it will make decisions on funding in the future. The new policy and the funding programme are available to view on the council's website at [www.canterbury.gov.uk/support](http://www.canterbury.gov.uk/support). The deadline for comments is Monday 12 September.

## **CLERK REPORT**

### **CLLR VACANCY**

CCC had been informed of Paul Coakleys resignation, the notice displayed on board dated 13<sup>th</sup> June, expired 5<sup>th</sup> July, letter received from CCC to say we can go ahead and co-opt. Adverts to be prepared by clerk for board, website.

### **CHERRY ORCHARD WATER PIPE**

Works now completed.

### **YOUTH SHELTER**

Further graffiti has occurred, reports made to Community Warden and PCSO. Touch up of paint to be arranged. Cllr Moore to look into possible ideas to involve the youth and perhaps create a mural inside the youth shelter.

### **ORANGE WASTE SACKS IN CARPARK**

It was AGREED a sack trunk from Serco would be purchased to keep the orange sacks tidy before they are collected by Serco.

### **INCLUSIVE ROUNDABOUT**

Now installed and surfacing completed. Clerk has added to fixed asset register, play area checklist and added to LPC insurance policy. Clerk has also written a report and submitted final invoices and photos to Vogt Solar, as part of the agreement for funding.

### **ROCKIN RIDER GYM EQUIPMENT**

Bolt missing, do not use sign and tape put on equipment. Repairs arranged.

### **POST AND POLE FENCE IN CARPARK**

A quotation has been accepted to carry out these replacement/repair works, this also included the replacing the removed poles on the corner of Jubilee Road.

### **NARGATE STREET – OUTFLOW CONCERNS**

There are four properties that back onto the river that now have outflow pipes within the boundaries of their gardens. Concerns have been expressed over the access for repairs and inspection of these outflows and in some cases inspection chambers. These outfalls form part of the complete drainage system of the village. Clerk to contact KCC to find out how they propose to carry out routine maintenance at these sites.

### **OVERGROWN HEDGES/VEGETATION**

Following complaints from residents a number of letters have been written to properties boarding School Path and the path alongside the School asking for the hedges/boundaries to be cut back. The lettings agent for no 42 The Hill was contacted to ask that the hedge overhanging the footway be cutback, this has now been done.

The path known as Doctors path (the List to The Hill) has been cleared by a volunteer, Alan Bull this is now passable again. LPC thank Alan for his help with this route that KCC PROW no longer cut.

It was reported that the hedge/tree from the playarea, was overhanging the footpath on Jubilee road needed trimming back. Clerk to arrange.

## **45. REPORT FROM QUEENS BIRTHDAY CELEBRATIONS SUNDAY 12<sup>TH</sup> JUNE LITTLEBOURNE REC**

Cllr Reid had previously circulated a report on the day, as follows;

The weather forecast was for some rain but we were fortunate that we only had one fairly short burst after the start of the event, thankfully, as at around 9.30am I had committed us to paying for the Bungee Run and Bouncy Castle by confirming that they should set up (they had agreed not to charge if they did not set up!).

Fortunately, Rachel & Chris Armstrong (Scouting Leaders) had kindly offered to put up the bunting, set up tents, as well as move tables from upstairs. Rachel also offered to house the First Aid Post in their nearby tent. They had help from 2 Explorers in setting up AND clearing up, and it was a real relief as we did not have many Cllrs available that day, but I thank Melanie Moore and Brian Hurlow for all their help. Mick Lonergan helped with a tent from Turner's

Orchard, that housed the Music guys, Steve Paterson and his band. Lots of compliments about the music and pleased that we were able to have a local group play.

Much thanks to Laura Furr and her Youth/Guides helpers, who manned the Bungee Run and the Bouncy Castle, both of which were very popular, but we could not have run these without enough folk to oversee. They were very stalwart in staying in position!

There were 17 tables set up in the Hall (plus one outside) selling Arts and Crafts, Daphne Kelk and her team were selling coffee and cakes in the Lounge, so all was fairly organised, including a table set for 19 in the Lounge to entertain our Wimille visitors. Thanks to all who helped set up and clear up, as well as washing up. Many thanks to Nick Franklin for helping me prepare and bring along all the food, as well as doing the shopping. Daphne Kelk had kindly donated a beautiful birthday cake, decorated with the French and English flags, which we shared with the French as a dessert after the cheese. Great success and created a super photograph with Mike and Christine sharing the first cut!

The Brownies ran Name the Teddy and had recruitment items on display, as did the Scouts have a recruitment drive, both of which apparently went well, with some new children signing up.

Mel had suggested a Raffle of a wheelbarrow of drink, and various youngsters were recruited to go round with the barrow selling tickets. Cllrs had donated some bottles, which I supplemented by buying some bottles of wine, some beer and coca cola (I took the cost of these from the Raffle takings). The profit of £110 from the Raffle has gone to The Pilgrim's Hospice in Canterbury.

Martin Collins, the Roving Magician was a great hit and thanks go to Sylvia Wilson for suggesting him. He kindly charged half price, as I had said it was a Community Event to celebrate the Queen's Birthday.

The Sky Birds of Prey were a wonderful hit with everyone, children and adults alike. Thanks to Mick Giles for suggesting the birds of prey.

Thanks were also given to Robert Spencer, along with Lil and Tom, for lending us some straw bales, which they kindly delivered and collected later. Marvellous for people to sit on.

Stella Byrne had suggested various competitions for the children, some of which we had to abandon, as the French had arrived a little late, which meant that lunch ran late and we did not have enough manpower to run all the competitions. However, I think that there was plenty of fun. I think that lack of helpers meant that I had over-estimated how many events could be included, but there was so much interest in the Bouncy Castle, the birds of prey and the music etc, it still seemed to run all right.

The Recreation Club ran a BBQ, which went well (apart from it catching fire at one point!), so hopefully the Club did well on the day.

I think that the day went well – it has been suggested that there were at least 200 people who attended, which is a good turnout for this sort of day.

Again, thanks to all who helped and offered support. For anyone offering to organise the next one, remember that it is a LOT of work but I attach all the contact details of the entertainments and also all the contacts of the Arts and Crafts folk, if you want to have stalls setting up.

Thanks to Gail Hubbard for her help and support behind the scenes.

Lastly very many thanks go to the following for their generous funding towards the event;

- Canterbury City Council (via RAMP funding)

- Kent County Council, Michael Northey
- Littlebourne Community Fund

The Chairman then thanked Cllr Reid for organising and everyone else involved with the day.

#### 46. HOWLETTS SECURITY AND ESCAPE PROCEDURES

Several questions had been asked by residents and Cllrs regarding what procedure the zoo had in place for when an animal escaped. It was agreed the Emergency Plan Committee would contact Howletts and confirm the current procedure and ensure there was a suitable plan in place to notify those living in immediate proximity to the zoo.

#### 47. WMH

Cllr Reid had been approached about the possibility of a net to cover the Turners Orchard hedge when cricket matches were in progress. Further information to be sought before this matter could be discussed. There had been an incidence of flytipping in Turners Orchard – someone had left an old lawnmower.

#### 48. BROWN OWL'S RETIREMENT

A confidential item then followed.

The meeting closed at 9.42pm.

*Dates of future meetings: 14 September, 12 October, 9 November, 14 December 2016.*

Signed..... (Chairman)

Date.....

### LITTLEBOURNE PARISH COUNCIL PLANNING REPORT, 13 JULY 2016

### APPENDIX 2

#### New Applications

CA/16/01301	Prior notification received on 10th June 2016 and expiring on 22nd July 2016 for a single-storey extension with a depth of 4 metres, eave height of 2.3 metres and overall height of 3.7 metres  10 Rose Acre Road, Littlebourne, CT3 1SY	LPC are not consulted on a prior approval application (this will be done through permitted rights), only the direct neighbours will have been consulted. Noted.
CA/16/01392	Details submitted pursuant to conditions 07 (hardstanding surfaces) and 11 (cycle storage) of planning permission CA/15/00001/FUL.  Manor Farm Barn, Bekesbourne Lane, Littlebourne	Noted

#### Notifications

CA/16/00718	Details submitted pursuant to condition 04 (landscaping) and condition 10 (screen walls)	APPROVED 13/06/16
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	and fences) of planning permission CA/15/00001/FUL.  Manor Farm Barn, Bekesbourne Lane, Littlebourne	
CA/16/00964/FUL	Dormer to rear and insertion of roof lights to front.  42 Nargate Street, Littlebourne, CT3 1UJ	GRANTED 24/06/16

### **Trees**

TRE/16/00228	To fell a Spruce Tree located at the entrance of the driveway.  30B Nargate Street, Littlebourne, CT3 1UJ	No objections from LPC
TRE/16/00239	Reduce height of 1 x silver birch tree, by 1/3 and reshape as necessary  Dwelling Accommodation, 30 High Street, Littlebourne, CT3 1ST	No objections from LPC