

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 12 JULY 2017**

Present: Parish Cllr Mike Gallagher (Chairman)
Parish Cllr Mick Giles
Parish Cllr Brian Hurlow
Parish Cllr Cate Reid
Parish Cllr Pamela Evans
City Cllr Stuart Walker (arrived at 7.15pm)

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

28. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

Apologies were received from Cllr Moore (holiday), Cllr Shaw (holiday), Cllr Wilson (family commitment), County Cllr Michael Northey and Warden Gary Moore (off duty).

29. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

30. MINUTES OF THE MEETING HELD 12 JUNE 2017

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

31. POLICING AND NEIGHBOURHOOD WATCH

The PCSO report had previously been circulated to Cllrs and is shown below;

Report for Littlebourne and Stodmarsh from 10/05/2017 to 09/07/2017

CRIME REPORT INCIDENTS.

- Criminal damage to property (vehicle) valued under £5000. Investigation complete: no suspect identified- case filed. Near small footpath 1 Howletts Oast Bekesbourne Lane, Littlebourne.
- Theft (artwork) - miscellaneous - including theft by 'finding'. Active investigation. The Green, Littlebourne.
- Theft (fish) - miscellaneous - including theft by 'finding'. Investigation complete: no suspect identified- case filed. The Hill, Littlebourne.
- Sexual offence. Active investigation- Jubilee Road, Littlebourne.
- Criminal damage to property valued under £5000(magnetic lock damaged) to gate of primary school, Church Lane, Littlebourne. Investigation complete: no suspect identified- case filed. Church Road.
- Criminal damage to property (plastic windbreak) valued under £5000. X3 persons seen on CCTV causing damage to Littlebourne primary school property. Named suspects dealt with by police – no further action- not in public interest (police decision).
- Theft - miscellaneous - including theft by 'finding' (vehicle body part). Investigation complete : no suspect identified- case filed. Stodmarsh Road, Canterbury.
- Burglary - with intent to steal (fishing equipment) . Investigation complete: no suspect identified-case filed. Stodmarsh Road, Canterbury.
- Burglary - with intent to steal (mobile phone). Investigation complete: no suspect identified- case filed. The Red Lion, Stodmarsh.

POLICE RELATED INCIDENTS

- RTC Injury Stodmarsh to Wingham Road, Canterbury.
- Alarm, Littlebourne recreation Club.
- Information. Vehicle being driven without an MOT, Littlebourne.
- Traffic hazard x4 dogs running around in road A257, Littlebourne Road.

- Assault in progress, Stodmarsh Road.
- Concern for welfare, male standing in Stodmarsh Road
- Suspicious event , Evenhill, Littlebourne regarding a male. Police dealt with incident.
- RTC non-injury/ theft not recent. Theft of wing mirror cap from Stodmarsh Road.
- Fraud not recent, The Hill , Littlebourne.
- Male seen in field with a helicopter flying over head, Littlebourne Road.
- Missing person, Littlebourne Residential Home.
- RTC fail to stop, Stodmarsh Road.
- 999 call, concern for welfare Littlebourne Residential Home.
- Burglary, Stodmarsh Road.
- Missing person, Littlebourne.
- Suspicious event, St Vincents Close, Littlebourne. Unknown male stating he was from Sanctuary Housing trying to sell some insulation.
- Drug information. Car with youths seen inside and gathered around it. Money and small plastic bags believed to be drugs allegedly exchanged in the car park.
- Weather/ road conditions. Tree branches over hanging in the road of Stodmarsh Road.
- Civil dispute, Littlebourne.
- Male absconder, St Martins Hosptial, Littlebourne Road.
- Sudden death of a female, Littlebourne.
- Vulnerable male adult with a knife in Littlebourne. Ambulance and police dealt with the incident.
- Concern for welfare for a female, St. Vincents Close, Littlebourne.
- Traffic, cows in the road, Stodmarsh Road.

The Clerk read the following report from Community Warden Gary Moore;

Good evening, another month and as busy as the last. I have been engaging with many of the youth and hoping that this will encourage them to treat the village with more respect where needed. The youth shelter has been a topic with them and they now see the value of having such a great resource for the village.

Scams have been on the increase and I have made 27 home visits to tender information to victims but also to gather information to pass on to KCC trading standards which is then passed on for action where needed.

I have also dealt with several cases of selfish parking and strongly asked some to move vehicles to enable pedestrians to pass safely by. I also asked Canterbury parking team to visit one resident, which they did. That problem is now solved.

I have also started work earlier on occasion to speak with dog walkers in the village to challenge some dog fouling and again I hope this has been useful.

I would also like to point out that residents of the village should not ,in any way, try to slow down traffic entering the village, even if they judge cars to be speeding, as this is not only dangerous to the person doing this, but may also cause a crash by distracting the drivers. I have informed police about this matter and there is a possibility that they may have a speed camera in the village soon.

Due to the annual leave season arriving and having a warden leave from the Canterbury team, I will be temporarily covering another area as well but it will not impact too much on my role in the villages here and can still be contacted by phone and email, as many do in the village.

32. ADJOURNMENT

There was none

33. COUNTY COUNCILLORS REPORT

The Clerk read the following from Cllr Northey;

I will be meeting various PC members and others next week with Matthew Balfour to discuss local problems. There is not a lot otherwise to report. KCC ticks over as usual providing a great range of services. KCC has also recently launched a campaign to discourage drivers from

using mobile phones while driving, a practice which is surprisingly prevalent. Tomorrow, Thursday 13th, full Council among other things is discussing the Local Transport Plan 4: Delivering Growth without Gridlock.

Cllr Giles mentioned the response Cllr Northey had received from KCC Highways over the blanket use of non-vibrating rollers, they had missed the point about the use in close proximity to old properties, which was the reason for the use of this method in Littlebourne. They have said each job will have to be assessed on a job by job basis. Clerk has gone back to Cllr Northey.

Cllr Walker arrived at 7.15pm.

34. CITY COUNCILLORS REPORT

Cllr Walker reported that he had met with the CCC planner onsite at The List regarding application CA/17/00137 for 4no semi-detached properties, they had talked about footpath conflict and sight lines on Jubilee Rd. This application will not go to the July Planning Committee meeting, it might go to Augusts. LPC are still pursuing legal avenues with this application.

Cllr Reid at this point thanked RAMP (for which Cllr Walker is Chair again this year) for the opportunities fund grant of £2000 towards the redecoration of the WMH, which she had applied and had been agreed at the meeting on 19th June.

35. PLANNING/TREES

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

36. FINANCE

FINANCIAL MATTERS

- (a) RECEIVED the bank statement for June 2017, and RESOLVED the signature of the Chairman thereon;
- (b) NOTED £11.99 will be taken from our account by DD on 15th July for our 1x1 website
- (c) NOTE D £46.00 will be taken from our account by DD for July's employer and employee pension contributions.
- (d) NOTED notification received from 1x1 Internet that the fee for our domain name/email address will rise to £7.99p/m from 05/08/17.
- (e) NOTED that £197.35 will be taken from our account by DD on 17th July for our BT phone and broadband quarterly bill.

AUTHORISATION OF ACCOUNTS

There were receipts totalling £600.00 NOTED this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £3216.31 was proposed by Cllr Reid and seconded by Cllr Hurlow together with Appendix 3a presented at the meeting totalling £629.94 which was proposed by Cllr Evans and seconded by Cllr Giles. So it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

FIRST QUARTER BUDGET EXPENDITURE

The figures laid out in Appendix 3b were previously circulated to Cllrs and represented the expenditure in all areas for the first QTR of 2017-18.

37. CLERK REPORT

CORRESPONDENCE

A. Kent's Rural Housing Protocol

We have received Kent's updated Rural Housing Protocol – ['A Guide to Developing Affordable Homes in Rural Communities'](#). Which can be accessed from the link. This would be relevant for new schemes like List and Court Meadows.

B. Letter from resident

Letter received from resident, raising three points, the state of the bin on The List, the grass verge down the side of The List (both of these have since been dealt with) and the entrance to the recreation ground from Jubilee Road which is rather uneven. Clerk had taken a photo to show issue at the meeting. Cllrs AGREED that this needed attention and quotes would be sought to resurface this entrance area.

CLERK REPORT

BUS SHELTERS FOR HIGH STREET

The clerk is pursuing this project with suppliers. CCC have advised planning permission will need to be sought for both shelters due to conservation area status.

CHERRY TREES ON HIGH STREET

The clerk has made an application to CCC to lift the crown on the trees that are hanging low over the pavement and carpark side. We will have to wait 6 weeks before this work can be carried out. We have been advised the best time to carry out the works is autumn, so works will be scheduled for then.

THE LIST TRACK

Has been strimmed and mowed to the RHS.

The bin was emptied and bin liner removed, unfortunately people continue to use it.

Fence has now been relocated to reflect ownership boundary.

38. COMMUNITY GOVERNANCE REVIEW

The Clerk attended a meeting at the Guildhall on 26th June, where PC's were given details of this review and the possible outcomes.

CCC are carrying out what the previous council agreed they would do, this review

A working group has been set up of cross party. Early engagement is open now until 14 July on the CCC website via a questionnaire.

CCC have no position on this yet, the final decision will lie with City Cllrs at a full committee meeting by July 2018

KALC are largely supportive of this review

New parishes can be created, parishes can be merged, abolished, numbers of Cllrs for parishes increased/decreased, boundaries changed

CCC have looked at numbers of new homes projected on the Local Plan – might need to change parish boundaries or increase numbers of Cllrs.

If any new Parish or Town Councils (such as Whitstable or Herne Bay) are created they would need to be set up and ready for 2019 elections. CCC can also decide what assets they will give them to manage. It will also set their first precept for them.

There was quite a lot of talk of devolution and passing assets to parishes to run. This would be voluntary for exiting parishes but not for new ones created. It was pointed out that PC's would want to know what sort of dowry they would get to run an asset – CCC will have to be prepared to provide this information.

LPC did not have a position on this review yet but it would be discussed further and our views expressed within the consultation.

Cllr Walker departed at 8.55pm.

39. CAPITAL GRANT APPLICATION

For 2018-19 there is £20,000 available across all parishes, match funding is required, for Littlebourne this would need to be 51%. Previous applications that have been awarded have been for things such as replacement play equipment, hall projects, fencing replacement. Cllr Wilson had suggested prior to the meeting the WMH toilet refurbishment as a possible scheme. It was AGREED the application would be made for this, Hall to obtain quotes and clerk to complete application.

40. CO-OPTION PLANS

It was suggested we re-advertise the vacancy to try and co-opt a new Councillor. Clerk to put item in Sept LPC News and Aug C&V if there is room. It would be important to get someone willing to share the load of Cllr responsibilities.

41. PERMISSION TO HOLD BOOT FAIR ON REC

The WMH fundraising group was seeking permission to hold a boot fair on the rec on a Sunday AM in August. Permission was granted for this subject to ground conditions. They are liaising with the Cricket Club to arrange a suitable day.

42. ALLOTMENT UPDATE

Cllr Hurlow reported back on the progress onsite; Official opening of the cabin on 20th July with Mark Quinn, several Cllrs are to attend. 85 plus plots have now been taken up on the site, following the creation of new plots. The stall is now held on Saturday Mornings on the Allotment site, selling surplus produce for villagers to purchase. Visitors onto site are covered by LHS insurance.

The meeting closed at 9.25pm

A confidential item then followed.

Dates of future meetings: 13 September, 11 October, 8 November, 13 December 2017.

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL
PLANNING REPORT, 12 JULY 2017**

APPENDIX 2

New Applications

CA/17/01540	Proposed two-storey rear extension following demolition of existing extension Littlebourne Court, Church Road, Littlebourne, CT3 1TU	In circulation with planning Cllrs response to be submitted by 28 July
CA/17/01529	Proposed single storey side and rear extension 2 Rose Acre Rd, Littlebourne CT3 1SY	In circulation with planning Cllrs response to be submitted by 4 Aug

Notifications

CA/17/01124/FUL	Proposed single storey front and side extensions and detached single storey garage following demolition of garage.	GRANTED 05/07/17
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	Penny Cottage, 17 High Street, Littlebourne CT3 1ST	
CA/17/01122/FUL	Proposed single storey rear extension following demolition of existing conservatory and detached outbuilding. Mulberry Cottage, 15 High Street, Littlebourne CT3 1ST	GRANTED 05/07/17
CA//17/00902/FUL	Proposed first-floor front extension Thorpe, Church Road, Littlebourne, CT3 1UA	GRANTED 15/06/2017
CA/17/00773/VAR	Variation of condition 03 (opening hours) of planning permission CA//07/01203/FUL for the change of use from agricultural storage to joinery workshop and glazing workshop (use classes B1); to allow alteration to opening hours. The Pear Store, Builders Square, Court Hill, Littlebourne	Changes in opening times to Mon to Sat 0700 – 1900hrs WITHDRAWN
CA/17/01035	Proposed two-storey front and side extension with 3 no. rooflights following the demolition of existing garage, conservatory and porch. 14 Nargate Street, Littlebourne, CT3 1UH	GRANTED 27/06/2017

Trees

TRE/17/00291	Cherry trees 8 no. located on the verge outside the hall and recreation ground, crown lift. Cherry trees 4 no. located on the verge outside the hall and recreation ground, lightly pruned. 58 High Street, Littlebourne, CT3 1ST	LPC application
CA/17/01537	T.P.O. no 2 of 1957 - Removal of overhanging branches from Sycamore tree and removal of dead branches from Beech tree. Cedar Hill, Lee Priory, Ickham, CT3 1UR	LPC has no objections