

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 13 SEPTEMBER 2017**

Present: Parish Cllr Mike Gallagher (Chairman)
Parish Cllr Cate Reid
Parish Cllr Melanie Moore
City Cllr Stuart Walker

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

44. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman began by thanking Cllr Moore for her valiant efforts at Tuesday night's Planning Committee Meeting at The Guildhall, when she spoke on LPC's behalf objecting to planning application CA//17/000137/FUL for 4 houses on The List. Unfortunately this had still been passed. The Chairman also thanked Cllr Walker for speaking in support of LPC. Frustration was expressed over the time taken for the legal advice that had been sought and it was suggested a different approach be used in future. There was some discussion as to where LPC could go from here with regard to access and the land ownership.

Apologies were received from Cllr Hurlow (holiday), Cllr Shaw (holiday), Cllr Wilson (unwell), Cllr Mick Giles (recuperating), Cllr Evans (holiday), County Cllr Michael Northey and Warden Gary Moore (off duty).

45. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

46. MINUTES OF THE MEETING HELD 12 JULY 2017

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

47. POLICING AND NEIGHBOURHOOD WATCH

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

Report for Littlebourne, Stodmarsh, Ickham and Wickhambreaux areas from 01/08/2017 to 31/08/2017

CRIME REPORT INCIDENTS.

- Burglary in Stodmarsh
- Criminal damage in Littlebourne

POLICE RELATED INCIDENTS

- Travellers in Brambling
- Suspect event in Littlebourne on the construction site
- Abandoned vehicle in Stodmarsh
- Suspect male in Wickhambreaux
- Suspect event in Littlebourne with torches around by a property

Canterbury Police is appealing to all residents, to ensure that they keep their homes safe.

- Keep front, patio and back doors closed and locked when you are elsewhere in the house or in the garden.
- Ensure that all windows and external doors are not only closed but locked at night or when you are out of the house. Even a small window could provide a burglar with an opportunity to reach through and open a larger window to gain access.

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

Good evening. I have been very busy in the past weeks with many homes visits, both for personal events for pepe but also a good many concerns about the many scams that are going on. To this end I have been handing out leaflets and information about scams, both from the post and also from mail. This has been greatly received and has been found helpful
There has also been a number of door step traders coming and I have spoken with them and often they left the area.

I have also been building a network of locals who have been letting me know about the youth hut problems and have requested that they take note of the time, day and also any descriptions of those at the hut if there is a problem. This basic information will massively help me in identify anyone involved.

There have also been more problems with large vehicle blocking roads which I have deal with, one occasion when an emergency vehicle was blocked getting through.

As autumn begins I will try and get some more temperature gauges for use inside homes to make sure people are keeping warm. Also I am now covering the Chartham area as well so I am trying my hardest to keep on top of everything that comes in.

48. ADJOURNMENT

There was none

49. CITY COUNCILLORS REPORT

Cllr Walker said the main thing at present is the Governance Review, for which consultation is underway. This will be discussed at RAMP next week and KALC the following week. The closing date for the completion of questionnaires is 10 October. These are to be completed by residents and Parish Councils.

Cllr Walker departed at 7.45pm.

50. COUNTY COUNCILLORS REPORT

The Clerk read the following from Cllr Northey;

The main thing to report is that I am having a meeting with Paul Leary to go over the various Littlebourne questions again, next week. Also I have agreed to pay £1113 from my Member's Grant for the traffic survey at the top there, the entrance to Littlebourne from the Canterbury direction. In due time would you let us know where the best location for that is. Traffic Committee to advise best location.

51. PLANNING/TREES

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

Felling Licence application for Pine Wood (ref:19/226/17-18)

CCC are not inviting comments on this application as they will neither approve or refuse the proposal. The Forestry Commission are notifying CCC of the proposed works. There are concerns over this works namely, access onto the A257, drainage implications and felling of trees with TPO's. LPC had requested a site visit with The Forestry Commission, the appointed Woodland Officer had declined and explained that he was happy with the content of the application. LPC are to seek further advice from an expert at the Woodland Trust, it was AGREED LPC would pay the cost for this advice.

52. FINANCE

FINANCIAL MATTERS

- (a) RECEIVED the bank statements for July & August 2017, and RESOLVED the signature of the Chairman thereon;
- (b) NOTED £11.99 will be taken from our account by DD on 15th August & September for our 1x1 website
- (c) NOTED £46 will be taken from our account by DD for August's & £49.97 for September's employer and employee pension contributions.
- (d) NOTED the clerk has prepared the 1st QTR VAT reclaim totalling £ 1569.96 and submitted to HMRC.

AUTHORISATION OF ACCOUNTS

There were receipts totalling £4388.22 NOTED this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £5804.00 was proposed by Cllr Reid and seconded by Cllr Moore together with Appendix 3a presented at the meeting totalling £1254.75 which was proposed by Cllr Moore and seconded by Cllr Reid. So it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

EXTERNAL AUDITORS REPORT 2016-17

PKF Littlejohn had found everything to be in order with the Annual Return and the paperwork signed off. The necessary notice has been displayed on the noticeboard and website and will remain so for the set time.

FINANCE SUB COMMITTEE RECOMMENDATIONS

The finance subcommittee had met and made a number of recommendations to the full council;

- To explore other bank account options and online banking for LPC to move away from cheque payments
- To commit to the following expenditure; bus shelter project (previously agreed), replacement of wooden planters on A257, improved signage, necessary play area repairs.
- To make a capital fund application to CCC for refurbishment of WMH toilets (as previously agreed)

It was AGREED that these items be approved, with the remaining two recommendations being left until October's meeting for further discussion.

53. CLERK REPORT

CORRESPONDENCE

A. South East Water drought plan 2017 consultation

They have published their draft drought plan for the period 2018 to 2023 for consultation. It sets out the steps they would take during periods of low rainfall to ensure they can deliver a reliable water supply for the essential needs of drinking, washing, cooking and cleaning. It details what actions they'd take to conserve water and secure customers' supplies, while balancing the needs of the environment.

This plan is a statutory requirement and is revised every five years. The updates include changes required by new drought plan guidelines, including assessing how we would manage more severe drought events. The documents included in our consultation can be viewed at southeastwater.co.uk/droughtplan.

B. CCC Empty Homes review

CCC are currently reviewing and updating the information they hold on empty homes in the district and would like to ask for our help with this. If we are aware of any empty homes in

your parish, please email the details to us at strategy@canterbury.gov.uk so that we can update our records.

C. KCC Rights of Way Improvement Plan

Kent County Council's Public Rights of Way and Access Service is reviewing its Rights of Way Improvement Plan which will be consulted on in late 2017/early 2018. The Plan will cover how our Rights of Way are used and what changes are required to meet the needs of Kent's residents and visitors over the next 10 years. Your residents can have their say on their Rights of Way: <http://explorekent.org/blog/2017/08/11/say-public-rights-way/>

CLERK REPORT DOG LEAD HOOKS

More have been requested for outside the shop. Clerk did move one from another post but this has been removed. Clerk will order some and attach to posts.

DAMAGED PLANTER ON THE HILL

This planter has now been removed from site.

DOG WASTE BINS

Clerk to ask Serco if another bin can be provided at the top of The List, to be accessed via Evenhill Rd.

54. COMMUNITY GOVERNANCE REVIEW

CCC is currently undertaking this review, which is due to be completed in July 2018. The current stage is consultation with residents and Parishes. Survey can be completed online at www.canterbury.gov.uk or a questionnaire can be collected from the parish office.

RAMP on 18th September and KALC on 26th September will be discussing the Review in greater depth with parish councils.

55. ROSPA REPORT

This year's annual ROSPA inspection had been carried out in July and highlighted a number of items that need attention. The report and list of repairs has been previously circulated to the Cllrs. Clerk to arrange necessary repairs to be carried out as per report.

It has been brought to LPC's attention that a resident had arranged for a repair to be carried out to the rockin-rider outdoor gym piece. Unfortunately repairs to this type of equipment need to be carried out by an approved company carrying the necessary insurance for the works. Repairs carried out by others will not be covered under LPC's insurance. Signage to be put on the piece warning users that an unauthorised repair has been carried out and thus the equipment should not be used. This will have to be inspected when the above repairs are carried out.

56. SKATEPARK REQUEST

A request had been received from a young resident of Littlebourne asking if we would consider either converting the BMX track into a skatepark or holding a mobile skatepark day for local children. Various requests have been received for different activities in the past as these things come into fashion. Cllr Moore proposed that we carry out a survey among the younger residents of the parish to see exactly what they would like to see in Littlebourne. This could be done online and via Facebook. Cllr Moore to draft up a survey for the rest of the Cllrs approval. This would not be a promise of provision but a starting point for future discussions and explorations. Clerk to respond to resident direct to explain our plans.

The Clerk has also received a request for support from Aylesham PC who are at the planning application stage of a skatepark and new outdoor gym playarea project in Aylesham. This would be open to Aylesham residents and those from neighbouring villages. This project can be

viewed on Dover planning website under 17/00920. Clerk to log our support to the project and Cllr Moore to circulate details on Facebook.

57. LPC MEETING DATES 2018

There was discussion over the dates for next year and the possibility of moving the meeting to the first Wednesday of the month where possible. Clerk to email rest of Cllrs about moving next months to 4th October firstly. This can then be discussed further at that meeting.

The meeting closed at 9.15pm.

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

Signed..... (Chairman)

Date.....

LITTLEBOURNE PARISH COUNCIL PLANNING REPORT, 13 SEPTEMBER 2017

APPENDIX 2

New Applications

CA//17/01897/FUL & CA//17/01898 listed building consent	Proposed single-storey rear extension following demolition of conservatory. 38 Bekesbourne Lane, Littlebourne CT3 1UY	No objections from LPC
CA//17/01932/FUL	Proposed replacement timber front door and replacement of bow fronted bay window with timber square bay window. 12 High Street, Littlebourne CT3 1ST	No objections from LPC The change of bow window to square casement window reflects an earlier style used here and is found on other houses on the High Street. The original door does not enhance the house and there are various door designs in this row of houses.
CA//17/01857/VAR	Variation of conditions 04 (levels) and 18 (drainage) of planning permission CA/17/00548/VAR for the erection of a new medical centre and erection of 9 houses; to allow changes to levels and drainage. Land adjacent to 1 Court Hill, Littlebourne, CT3 1TX Additional variation to condition 14 to extend the opening house on Tuesdays to 8.30pm.	No objections from LPC
CA/17/01529	Proposed single storey side and rear extension 2 Rose Acre Road, Littlebourne CT3 1SY	No objections from LPC, extension seems appropriate to surroundings.
CA//17/01540	Proposed two-storey rear extension following demolition of existing extension Littlebourne Court, Church Road, Littlebourne, CT3 1TU	No objections from LPC. Visual impact minimal, materials sympathetic

Notifications

CA//17/01540/FUL & CA//17/01541/LB	Application for listed building consent for proposed two-storey rear extension following demolition of existing extension.	GRANTED 04/09/17
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	Littlebourne Court, Church Road, Littlebourne CT3 1TU	
CA/17/01529/FUL	Proposed single-storey side and rear extension. 2 Rose Acre Rad, Littlebourne CT3 1SY	GRANTED 22/08/17
CA/17/01192/FUL	Proposed single-storey rear extension with glass lantern roof light following demolition of the existing rear conservatory. 38 Bekesbourne Lane, Littlebourne CT3 1UY	REFUSED 12/07/17
CA/17/00933	Proposed ancillary living accommodation in rear garden. 23 Cherry Orchard Cottage, Cherry Orchard, Littlebourne, CT3 1QG	GRANTED 18/07/17
CA/17/01103	Variation of condition 02 (drawings) of planning permission CA//15/01829/FUL for proposed front and rear extensions together with loft conversion including the demolition of detached garage and sheds, to allow addition of dormer window to rear elevation. 44 Nargate Street, Littlebourne, CT3 1UJ	GRANTED 25/07/17
CA/17/00760	Proposed two-storey rear extension, addition of rear dormer and change of windows 11 Nargate Street, Littlebourne CT3 1UH	GRANTED 02/08/17

Trees

TRE/17/00386	Felling Licence application for Pine Wood (ref:19/226/17-18) Pine Wood, Canterbury Road, Littlebourne	Discussed under item 51
TRE/17/00349	T1 Cherry, T2 Maple – Fell in rear garden 15 Nargate Street, Littlebourne CT3 1UH	DECIDED no objection
TRE/17/00331	Fell Birch tree in car park. 62 The Hill, Littlebourne, CT3 1TA	DECIDED Tree exempt dead or dangerous
TRE/17/00347	T1 Holly - Crown reduce by 30% and T2 Elder - fell in rear garden. Thorpe, Church Road, Littlebourne, CT3 1UA	No objections from LPC
TRE/17/00332	Crown reduction to Oak tree by 10% on front boundary. 72 The Hill, Littlebourne, CT3 1TD	No objections from LPC