

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 4 OCTOBER 2017**

Present: Parish Cllr Mike Gallagher (Chairman)
Parish Cllr Cate Reid
Parish Cllr Melanie Moore
Parish Cllr Sylvia Wilson
Parish Cllr Pamela Evans
Parish Cllr Brian Hurlow
Parish Cllr Ken Shaw
Parish Cllr Peter Farrow (co-opted during meeting)

Mrs Gail Hubbard, Clerk to the Council
There were three members of the public, including Cllr Robin Treacher,
Chairman, Wickhambreaux Parish Council.

58. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the meeting.
Apologies were received from Cllr Mick Giles (recuperating), City Cllr Stuart Walker (attending CCC meeting), County Cllr Michael Northey (Holiday), PCSO Gavin Dodwell and Community Warden Gary Moore (both off duty).

59. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

60. CO-OPTION OF NEW COUNCILLOR

The Chairman introduced Peter Farrow to the Cllrs, he had expressed an interest in becoming an LPC Cllr. Peter handed out a short resume and answered questions from Cllrs on what he felt he could bring to the council and what his particular interests were. He expressed interest in public transport, services provision and re-visiting the possibility of a Neighbourhood Plan. Peter then left the room whilst the Cllrs took a ballot on the co-option. It was unanimously AGREED that Peter be co-opted onto the Council. Peter signed a declaration form and was given a DPI form to complete by the clerk and then joined the Cllrs for the rest of the meeting.

61. MINUTES OF THE MEETING HELD 13 SEPTEMBER 2017

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

62. POLICING AND NEIGHBOURHOOD WATCH

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

Enclosed is a report for Littlebourne, Stodmarsh, Ickham, Grove, Bramling and Wickhambreaux areas from 01/09/2017 to 30/09/2017;

CRIME REPORT INCIDENTS.

- Theft from garden centre, Stodmarsh
- Criminal damage, Grove
- 2x Criminal damage, Bramling

POLICE RELATED INCIDENTS

- Suspect event on Evenhill Road, Littlebourne
- Nuisance vehicle in Bramling
- Suspect event on Jubilee Road, Littlebourne

- Abandoned vehicle Wickhambreaux
- Suspect event, Stodmarsh

As from the 1st of September PCSO Gavin Dodwell, and PCSO Nathan Mullins are your PCSO's for the area, we take over from PCSO Lisa Williams who has taken on a new role within the Police. We have so far engaged with schools and communities on the area and have been to the odd fete to show our face. Any problems or issues please call 101/999.

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.

Clerk to extend welcome to Gavin and Nathan to pop in and introduce themselves at one of our meetings.

63. ADJOURNMENT

Resident Mr Lindsay expressed his disappointment that the planning had been granted for the 4 houses on The List track, despite its PROW status. He is greatly concerned over the conflict between vehicles and pedestrians. Cllr Moore explained that she had made this very point when she spoke against the application at The Guildhall. The Chairman explained that LPC are seeking legal advice over the right of vehicular access up The List track.

Resident Mrs Muirhead raised a query over the plot of land adjacent to no 1 The List. This land was retained by King & Johnson the builders, but we are unsure of the reasons it was kept. LPC have a surveyor working onsite next week to clarify boundary concerns.

LPC will continue to pursue this as we take pedestrian safety very seriously.

64. PLANNING/TREES

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

Mr Lindsay and Mrs Muirhead departed at 8pm

65. FINANCE

FINANCIAL MATTERS

- NOTED £11.99 will be taken from our account by DD on 15th October for our 1x1 website
- NOTED £46 will be taken from our account by DD for October's employer and employee pension contributions.
- NOTED the clerk has prepared filed a Nil return for the period ended 31st March 2017 to The Charity Commission for Littlebourne Recreation Ground Trust.
- NOTED the clerk has prepared an invoice for an additional LPC News advertiser from December's edition.

AUTHORISATION OF ACCOUNTS

There were no receipts NOTED this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £621.97 was proposed by Cllr Wilson and seconded by Cllr Shaw together with Appendix 3a presented at the meeting totalling £1074.03 which was proposed by Cllr Evans and seconded by Cllr Hurlow. So it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

END OF QUARTER BUDGET EXPENDITURE REPORT

The figures laid out in Appendix 3b were previously circulated to Cllrs and represented the expenditure of precept and concurrent for the 2nd quarter of 2017-18.

FINANCE SUB COMMITTEE RECOMMENDATIONS

The finance subcommittee had met and made a number of recommendations to the full council, some of these had been agreed at the September meeting but two had been carried over to this meeting where more Cllrs would be present;

- Replacement of igloo climbing frame with other climbing piece c/w safety surface
Due to concerns raised in ROSPA inspection, it was deemed appropriate to consider the replacement of this piece. It was suggested that the school children could be involved in choosing a replacement.
- To fund a full structural report on hall complex to include rec club, hall and shop
This would not prevent any works taking place now on the hall roof.

APPOINTMENT OF INTERNAL AUDITOR FOR 2017-18

Due to the retirement of our current auditor, a replacement is required for the year 2017-18. The clerk had been in contact with another auditor who could carry out the work. It was AGREED to appoint Lionel Robbins as our internal auditor for 2017-18.

66. CLERK REPORT

A. Kent Highways & Transportation Survey

Highways Committee to submit on LPC's behalf by 1st December.

B. Planning for homes in the right places

At the end of last week, the Department for Communities and Local Government issued a 6-week consultation on "Planning for the right homes in the right places". The following weblink is to the DCLG press release <https://www.gov.uk/government/news/new-planning-approach-to-speed-up-delivering-homes>. The actual consultation document can be accessed via the following link (<https://www.gov.uk/government/consultations/planning-for-the-right-homes-in-the-right-places-consultation-proposals>). The deadline for responses to the consultation is 11.45pm on 9 November.

According to the DCLG website, the consultation proposals include:

- a standard method for calculating local authorities' housing need
- how neighbourhood planning groups can have greater certainty on the level of housing need to plan for
- a statement of common ground to improve how local authorities work together to meet housing and other needs across boundaries
- making the use of viability assessments simpler, quicker and more transparent
- increased planning application fees in those areas where local planning authorities are delivering the homes their communities need

C. Piece from NALC's Chief Executive's bulletin

The DCLG has issued a technical consultation on the 2018/2019 Local Government Finance Settlement. The deadline for responses to DCLG is 26 October. With regards to Council Tax Referendum Principles for Parish and Town Councils the consultation states on page 16 that:

4.2 Council tax referendum principles for town and parish councils. 4.2.1 Last year, the Government issued a challenge to town and parish councils to demonstrate restraint when setting precept increases that are not a direct result of taking on additional responsibilities, and to make precept decisions more transparent to local tax-payers. The continuation of this position in 2018-19 is contingent upon the Government receiving clear evidence of how the sector is responding to this challenge. The Government expects parishes, in setting their

precepts, to consider all available options to mitigate the need for council tax increases, including the use of reserves where they are not already earmarked for particular purposes or for “invest to save” projects which will lower on-going revenue costs. Any revised proposals will be set out at the time of the provisional local government finance settlement later in the year.

CLERK REPORT CLERKS CONFERENCE

The Clerk had attended this conference at the St Lawrence ground, some interesting speakers and a good opportunity to speak to other clerks.

BUS SHELTERS FOR HIGH STREET

Clerk has sought an additional quotation from the other supplier that Stagecoach recommended.

DEFIBRILLATOR

The clerk has purchased and fitted new electrode pads, as the existing ones had reached the expiry date. Date of expiry added to weekly playcheck sheet as a trigger for replacement of future ones.

SURVEYOR

The LPC instructed surveyor began work on Monday to survey the boundaries along The List and measure these against the title deeds of ours and the neighbouring properties to ascertain the correct boundaries. This will be needed if LPC are to take the matter of the incorrect boundary positions further.

DOG LEAD HOOKS

The Clerk has purchased two additional twin hooks to fit to the posts outside the shop for tying up dogs. Thanks to Mr Wilson for fitting these.

DOG POO BIN FOR THE LIST

Request made with CCC for an additional poo bin on the list, to be accessed via Evenhill Road or St Vincent's Close. Map of site location provided to CCC.

PLAYAREA REPAIRS

Clerk has sought two quotations to carry out necessary works as per ROSPA report. Awaiting second price before instructing works to be carried out.

67. COMMUNITY GOVERNANCE REVIEW

The Chairman had prepared a written response to this review and previously circulated it to Cllrs prior to the meeting. A couple of additions were made including the use of Facebook and Twitter under the media section. The CCC working group were also seeking answers to the following questions

- How easy is it to recruit residents in your area to be parish councillors? Response: All posts are filled
- Do you think your current boundary reflects a distinctive and recognisable community, with its own sense of identity? Response: Yes
- Are there any anomalies with your boundary that need amending? Response: No we are happy with the boundaries as they are and are not aware of any desired amendments from bordering parishes.
- If there are housing development sites in your area, do you think there are any changes that need to be made to your boundary or the number of parish councillors? Response: No, the planned housing development of 87 homes will be right in the

centre of our parish, no boundary changes would be needed and a change to the number of serving Cllrs would probably be unnecessary.

- Do you have any interest in merging with another parish council and if so why? Response: No, we work well with neighbouring parishes when needed but would not want to merge.
- Do you think your parish council name is appropriate and if not why? Response: Yes, it is the village name and most appropriate
- Do you think your parish should be split into wards? If so, please explain why. Response: No this would not make sense for this parish

If your parish council already has wards, do you think they are appropriate? If not, please explain why Response: N/A

The written response and the answers to these questions will be submitted to CCC on Friday prior to the consultation closing on 8th October.

Cllr Robin Treacher departed at 9.05pm.

68. HIGHWAYS UPDATE

The Chairman reported back that two speed survey locations are scheduled to be installed prior to half term. The remarking of the central white lines has not been programmed yet but is not forgotten.

A suggestion of 30mph painted onto the road surface just before the corner and the village gateway in Bekesbourne Lane was made by Cllr Wilson. The Highways Committee will pursue this on LPC's behalf.

69. LPC MEETING DATES 2018/END OF 2017

It was AGREED to move the LPC meetings dates to the first Wednesday of each month, where possible. There would not be a meeting in April or August. This means the following dates;

2017

1st November, 6th December

2018

10th January, 7th February, 7th March, 21st March Annual Parish Meeting, 2nd May Statutory Annual Meeting, 6th June, 4th July, 5th September, 3rd October, 7th November, 5th December.

Cllr Evans mentioned the Nature Reserves AGM is on Monday 16th October in the WMH.

The meeting closed at 9.25pm.

Dates of future meetings: 1 November, 6 December 2017.

Signed..... (Chairman)

Date.....

New Applications

CA/17/02160	Proposed single-storey, rear extension. 8 Jubilee Road, Littlebourne, CT3 1TP	Response by 20 Oct
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Notifications

CA/17/00137/FUL	Proposed 4no semi-detached two-storey dwellings with garages following demolition of 2 barns Land at The List, Jubilee Road, Littlebourne CT3 1TP	GRANTED 14/09/2017
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Trees

TRE/17/00447	Beech trees (RT1) - located on rear boundary, reducing the height by 1/3 or 6-7 metres. 1 Cherry Orchard, Littlebourne, CT3 1QG	No objections from LPC
TRE/17/00448	Yew Tree (Y1) ? located in car park, to be reduced by 50% % and 6ft crown raise. Yew tree (Y2) ? located in car park, to be reduced by 20% and 6ft crown raise. 3 Yew Tree Court, The Hill, Littlebourne, CT3 1TH	No objections from LPC
TRE/17/00386	Felling Licence application for Pine Wood (ref:19/226/17-18) Pine Wood, Canterbury Road, Littlebourne	Further advice being sought by LPC from Independent Woodland Services. Due to concerns over the access point onto the A257, the damage caused to public footpaths, the serious effect on regeneration of the woodland and water drainage.