

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 10 JANUARY 2018**

Present: Parish Cllr Mike Gallagher (Chairman)
Parish Cllr Mick Giles
Parish Cllr Cate Reid
Parish Cllr Pamela Evans
Parish Cllr Brian Hurlow
Parish Cllr Ken Shaw
Parish Cllr Peter Farrow
City Cllr Stuart Walker

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

95. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the meeting.

Apologies were received from Cllr Moore (attending another meeting), Cllr Wilson (holiday) and County Cllr Michael Northey (unwell).

96. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

97. MINUTES OF THE MEETING HELD 6 DECEMBER 2017

A sentence was added to the end of the minutes regarding the discussion on the agenda format, to be discussed further this evening, it was then proposed by Cllr Evans and seconded by Cllr Farrow to accept the Minutes. The minutes were duly signed.

98. 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, Brambling and Wickhambreaux areas from 01/11/2017 to 30/11/2017.

CRIME REPORT INCIDENTS.

- Suspect events in Grove Ferry, Ickham, Littlebourne and Wickhambreaux
- Poaching in Littlebourne

POLICE RELATED INCIDENTS

- Burglary in Grove Ferry
- Theft in Wickhambreaux
- Vehicle interference in Littlebourne
- Criminal damage in Grove Ferry

There had also been a bicycle dumped on the road up to Brick Kiln Cottages, this has been removed and PCSO Gavin Dodwell is dealing with.

99. ADJOURNMENT

There was none.

100. CITY COUNCILLORS REPORT

Cllr Walker reported that he had distributed the Lord Mayors Christmas parcels to some Littlebourne residents prior to Christmas, these had been very well received.

He was also aware of the bin collection issues over the Christmas period, where the food waste was not collected as scheduled in Littlebourne. Cllr Walker had managed to get to the bottom of this issue and all outstanding bins should have now been collected.

The next RAMP meeting is on Monday 22nd January, when Simon Thomas will talk on planning matters, National Grid will also be carrying out a presentation.

101. PLANNING/TREES

The planning notifications on Appendix 2 were noted – attached at end of minutes

Cllr Evans reported to the Councillors the erection of a new sign at Cherry Orchard, on the verge outside the nature reserve. This had been erected by First Port, the management company for the Cherry Orchard estate. The residents of the estate appear to have not been consulted over the signage and many are unhappy. This raises concern for LPC over the access and parking arrangements to our nature reserve. Matter to be investigated further by clerk and Cllr Evans. Community Warden Gary Moore has also been liaising with some of the residents.

KCC/CA/0327/2017 - Wickhambreaux Primary School, The Street - Proposed extensions to provide a new group space, additional storage and a larger staff room to accommodate existing staff and pupils only, and provision of a new storage shed.

LPC have been made aware of a new application at Wickhambreaux School, this application states for existing pupils only, whereas the previous application was to increase the school by 35 children. The previous application was met with objections from LPC due to Littlebourne School having spare space, and the idea of new children from the List development being encouraged to attend Wickhambreaux School rather than Littlebourne. S106 money from the development would be used for this school. Further questions would be raised and Wickhambreaux PC would be spoken with before LPC's position on this application could be decided.

102. FINANCE

FINANCIAL MATTERS

- (a) RECEIVED the bank statements for November 2017, and RESOLVED the signature of the Chairman thereon;
- (b) NOTED £11.99 will be taken from our account by DD on 15th January for our 1x1 website
- (c) NOTED £46 will be taken from our account by DD for January's employer and employee pension contributions.
- (d) NOTED the clerk has prepared an invoice for Bekesbourne with Patribourne PC for ½ the cost of the GDPR workshop for the clerks part
- (e) NOTED 202.98 will be taken by DD from our account on 17th January for our BT business phone and broadband package in the LPC office.

AUTHORISATION OF ACCOUNTS

There were receipts totalling £77.12 NOTED this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £127.25 was proposed by Cllr Shaw and seconded by Cllr Hurlow together with Appendix 3a presented at the meeting totalling £1871.49 which was proposed by Cllr Reid and seconded by Cllr Hurlow. So it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

103. CLERK REPORT

A. Thank you note from Mrs Clayson for her Christmas bonus.

B. Kent Mineral Sites Plan Options – Consultation

Details of the consultation relating to the Partial Review of the Kent Minerals and Waste Local Plan 2013-30 and supporting information can be viewed via the consultation portal at the following link <http://consult.kent.gov.uk/portal/>. The consultation closes on 29th March 2018. Comments can be submitted using the online form, by post to the address above or by email to mwlp@kent.gov.uk.

C. Local government finance settlement

Note from Chief Executive at NALC he wanted to share with us the relevant section from the consultation which confirms the government intends to defer the setting of referendum principles for town and parish councils for three years.

D. Draft recommendations for Community Governance Review

The report with the draft recommendations for the Community Governance Review has now been published which you can view here -

<http://democracy.canterbury.gov.uk/mgAi.aspx?ID=60488#mgDocuments>. This was circulated to Cllrs and the report went to Policy Resources Committee on Wednesday 13 December.

CLERK REPORT

YOUNG PERSONS SURVEY

The questions and layout of the survey had been finalised and the survey could now be rolled out on Facebook and the website. Liaison still to be made with the school and uniformed organisations for their involvement. Clerk to print surveys ready for collection from the office.

THE LIST TRACK

Legal action is now being taken with regard to the ongoing track maintenance and positioning of proposed new properties.

PLAYAREA REPAIRS

Repairs scheduled week of 16th January 2018

VILLAGE EVENT FOR 2018

Feedback from Cllr Wilson is that as there were quite a few events already planned for the year so a village event would be too much for 2018;
For the village diary and FYI so far –

Feb 3rd: “Extravaganza”

Feb 24th: Wine & Wisdom (Toilet refurb)

April 21st: Sponsored Walk

June 16th: School Summer Fete (probably)

June 30th Turner’s Orchard - Music & Picnic

December 8th: Christmas Wine & Wisdom (Hall refurb - toilets probably)

It was thought to be better to start thinking about an event for 2019, we would ask for ideas in the next LPC News.

Cllr Walker departed at 8.45pm.

104. REPORT FROM GDPR WORKSHOP

Cllr Farrow and the clerk had attended this workshop prior to Christmas, where the new regulations were explained and guidance was given on how parishes would need to comply with these. Some expenditure would be needed especially in the appointment of a DPO for the parish, which cannot be the clerk. Other housekeeping duties would need to be carried out to ensure compliance. Template policies should be available from KALC in the near future.

105. HIGHWAYS MATTERS

LPC had been provided with four plans of proposed parking restrictions for Littlebourne, which form part of the Annual Parking Review 2017. CCC were meeting today to decide which plans to take forward to public consultation before the JTB meet at the end of February. At this point it was unclear whether these proposals have come from residents or Serco. LPC would await to see which proposals are taken forward to public consultation and then speak direct with the residents to gauge views before responding to CCC.

106. 4VPO WORDING OF PAYMENT AGREEMENT TO LPC

Cllr Gallagher and Cllr Reid had attended the 4VPO meeting and the issue of the amount payed to the LPC Community Fund has been resolved. Cllr Giles commented it was still unfair that LPC were paying 50% of the fees of the new lease when we only get 33% of the rental, into the Community Fund. As the extension lease was only dated for a five year period, it required preparation of a new lease anyway, so at this point the two leases were combined into one, which should save money going forward.

A codicil has now been added to the payment agreement which interprets the wording inside the document to make it clearer going forward.

It was also noted that the payments to LPC should be received straight after the 4VPO AGM.

107. FORMULATION OF FUTURE AGENDAS

A comparison was made between the old layout of agenda and the more recently used layout. The recent layout aims to focus on agenda items LPC needed to discuss whereas the old layout was a more broad approach listing out all areas LPC are involved with. The Good Cllrs Guide mentions that vague agenda items that don't specify exact business should be avoided. For everyone to understand what was being discussed the items need to be more specific. Cllr Giles was concerned that if an item is not on the agenda we cannot make a decision on it, this is indeed the case although genuinely urgent issues can be raised. So new information can be shared only. It was felt that we could not return to the old agenda layout.

The meeting closed at 10.10pm.

Dates of future meetings: 7 February, 7 March, 21 March (APM), 2 May, 6 June, 4 July, 5 September, 3 October, 7 November, 5 December 2018.

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL
PLANNING REPORT, 10 JANUARY 2018**

APPENDIX 2

New Applications

CA/17/02615	Proposed first floor extension 80A Bekesbourne Lane, Littlebourne CT3 1UZ	LPC have no objections. There is concern over the outwardly opening gates show on the layout plan, which if changed to sliding or inwardly opening ones would solve the issue completely.
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Notifications

NONE		
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Trees

TRE/17/00531	Fell 1 Scots Pine Tree in front garden. 44 Nargate Street, Littlebourne, CT3 1UJ	WITHDRAWN
TRE/17/00601	Remove ivy and lower branches only from Scots Pine Tree in front garden 44 Nargate Street, Littlebourne, CT3 1UJ	DECIDED