

**LITTLEBOURNE PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON 3 APRIL 2019**

**Present:** Parish Cllr Mike Gallagher (Chairman)  
Parish Cllr Mick Giles  
Parish Cllr Cate Reid  
Parish Cllr Peter Farrow  
Parish Cllr Brian Hurlow  
Parish Cllr Sylvia Wilson

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

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

The Vice Chairman began the meeting by making a presentation to Cllr Gallagher and Cllr Wilson, at this their last meeting as Councillors for Littlebourne. He also thanked them both for their contributions to the Council.

The Chairman then welcomed everyone to the meeting. Apologies were received from Cllr Shaw (holiday), Cllr Melanie Moore (work commitment) and City Cllr Stuart Walker.

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

There were none.

**147. MINUTES OF THE MEETING HELD 6 MARCH 2019**

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

**148. POLICING AND NEIGHBOURHOOD WATCH**

PCSO Gavin Dodwell had forwarded a copy of his report as follows;

**Littlebourne, Stodmarsh, Ickham, Wickhambreaux, Grove Ferry and Bramling**

Criminal Damage Trenley Park, Littlebourne on 9<sup>th</sup>.

Criminal Damage, Howletts Oast, Littlebourne on 1<sup>st</sup>.

Theft of a motor vehicle, St Vincent's, Littlebourne on 4<sup>th</sup>.

Vehicle crime, The Green, Littlebourne on 15<sup>th</sup>.

Over the past 2/3 days some vehicles had glass smashed in the car park near the skate park. I have no more details at present as we are waiting for the owners to let us know. This has been reported to us by a kind local resident.

A member of the Rec Club had approached the Clerk asking to see the CCTV footage regarding the above incident in the long carpark. The Clerk advised them that as this was a criminal matter it had to be done via the Police, as of yet the car break-ins had not been reported to the Police.

The signage on the noticeboard for CCTV enquiries clearly states the following;

**Inquiries regarding CCTV**

**LPC manage the CCTV around this building**

For anyone who has been involved in an incident in the carpark or recreation ground and who needs information regarding the CCTV they should contact either;

The Community Warden Gary Moore 07696 583916

OR

The Police on 999 or 101

For non-crime related requests a form can be collected from the Parish Office to request information. A form can also be requested via email [clerk@littlebournepc.org](mailto:clerk@littlebournepc.org)

Community Warden Gary Moore is still off on sick leave.

#### **149. ADJOURNMENT**

There was none.

#### **150. COUNTY COUNCILLORS REPORT**

Cllr Northey gave his thanks to those Cllrs retiring from the Council.

He mentioned the A257 Plan and how, in February it had been presented to Mike Whiting, KCC Cabinet Member for Transport. KCC Officers had been very impressed with the whole document and had taken it away to study in further detail.

Potholes, from 8<sup>th</sup> Dec through till 29<sup>th</sup> March, Canterbury District had 2921 potholes fixed, the highest number in Kent. The total for the whole of Kent in this period was 20,352. Cllr Giles mentioned that adjacent holes should be filled at the same time as those reported as this would save money in the long run. He also asked if it would not be best to take these repairs back in house as there would be more control? Cllr Northey responded that they no longer have their own crews.

The query was raised to Cllr Northey, Do they fill anything that is not marked up by white spray paint? Cllr Northey to find out.

The bollards on Jubilee Road were discussed; it was asked if they could be replaced by something more solid than wood, as they are there to protect the people on the footpath.

Cllr Northey departed at 7.30pm.

#### **151. CITY COUNCILLOR**

It was mentioned that Cllr Walker was not standing for election in May, and he would be missed as our City Councillor and at our Littlebourne meetings.

#### **152. PLANNING/TREES**

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

#### **153. FINANCE**

##### **FINANCIAL MATTERS**

- (a) RECEIVED the bank statements for February 2019, 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> April for our 1x1 website
- (c) NOTED LPC Community Fund have made an award of £5000 to Ladybirds pre-school for the refurbishment of the building which will enable them to have a longer lease with KCC rather than renewing annually.
- (d) NOTED The Clerk has added Cllr Farrow as a signatory on the Unity Bank Account

- (e) NOTED the clerk prepared an invoice for LWMH for the annual ground rent 2019-20 of £5.00
- (f) NOTED the clerk prepared an invoice for Mr Twyman for the annual rental of our field on Court Hill for 2019-20 of £150.00.
- (g) NOTED the clerk prepared an invoice for Leath Park for the replacement bin on the List for £283.12.
- (h) NOTED £92.91 will be taken from our account by DD for April's employer and employee pension contributions.
- (i) NOTED the Clerk has completed the Re-enrolment of our workplace pension scheme and completed the re-declaration of compliance with The Pensions Regulator.

#### **AUTHORISATION OF ACCOUNTS**

There were receipts totalling £10,288.50 NOTED for March and with no receipts relating to April. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £1801.74 relating to the year 2018-19 and £4683.70 relating to 2019-20 was proposed by Cllr Hurlow and seconded by Cllr Reid together with Appendix 3a presented at the meeting totalling £1052.20 for 2019-20 which was proposed by Cllr Farrow and seconded by Cllr Giles. So it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

#### **END OF QUARTER BUDGET EXPENDITURE SHEET**

The figures laid out in Appendix 3b were previously circulated to Cllrs and represented the expenditure of precept and concurrent for the 4<sup>th</sup> quarter of 2018-19.

### **154. CLERK REPORT**

#### **CORRESPONDENCE**

A. Letter from Emily Shirley - Canterbury Air Pollution Case Update & Request for Further Funding

Circulated to Cllrs in advance of meeting, LPC would not be contributing to this fund.

B. Two emails from residents regarding Jubilee Road traffic

Following on from APM, both have written direct to Cllr Northey and copied us in.

Passed to Highways Committee for next meeting.

C. Email from Littlebourne Football Club

Request from club to park vehicles on the Recreation Ground on Saturday 13<sup>th</sup> April when Littlebourne Football Club play Red Velvet in the Kent Cup Final in Maidstone.

They have arranged 3 coaches to pick up in the village and they would like to park cars on the Recreation Ground via The Jubilee Road gate.

Cllr Giles said he couldn't recall the Rec ever being used as a public car park, only for events like boot fairs and fetes, and especially not this time of year. For these type of events there is a list of regulations that must be adhered to, which include things like marshals, insurance and independent inspection of the ground in advance if there is doubt over the ground conditions.

Protection of the playing surface of the Rec for both football and cricket was of the biggest concern. If damage was caused by vehicles the pitch could be out of use for the season, this occurred previously a number of years ago and no cricket could be played in Littlebourne all season.

Setting a precedent for vehicles parking on the Rec was also a concern as was the fact vehicles might not be collected the same day and in fact left on the rec overnight.

It was AGREED that we would not allow this, Chairman to respond directly tomorrow to The Football Club.

Concerns to also be raised over the parking of the 3 coaches in the village, with the suggestion of using perhaps the Park and Ride or one of the Canterbury schools as a pick up point instead.

LPC congratulated the team in their success at qualifying for the final of The Kent Cup Final and wished them all the success for the match.

All other correspondence was noted.

## **CLERK REPORT**

### **YOUTH SHELTER**

More graffiti has appeared in the shelter, the clerk has cleared off the worst, some has gone completely, some has just faded.

### **LITTER BINS**

New fence mounted litterbin for rec has been fitted.

### **IGLOO REPLACEMENT PROJECT**

Clerk met with installation manager onsite to discuss project; all appears straightforward and he will be in touch as soon as he has a firm date, hopefully mid-April.

### **PLAY AREA REPAIRS**

Works carried out this week to replace the seesaw springer, replace the dangerous nuts under the toddler play unit and carry out investigation works to the broken moonwalker gym piece. Unfortunately the moonwalker leg limiter is beyond repair; a quote has been provided to remove the one faulty side of the double unit or to remove the whole unit. It was AGREED the whole unit should be removed, clerk to arrange ASAP.

### **2019 ELECTIONS – THURSDAY 2ND MAY**

Notice of Election posted by the Clerk on the noticeboard (provided by CCC) on Friday 15th March. Seven nomination forms have been delivered to CCC by the Clerk.

### **ROAD SWEEPER**

Clerk has written to Cllr Walker as agreed from March meeting. He has forwarded to David Ford for some clarity.

## **155. MARCH APM MINUTES**

The minutes from last month's APM were noted by the Council. These will not be approved until next year's APM.

## **156. LHS VEHICULAR ACCESS ARRANGEMENTS**

Cllr Hurlow presented a plan to the Council of where LHS think the gates should be moved to to enable continued access with a tractor and trailer of The List track into the allotments. The existing gates would be left in situ but welded shut and a new set of gates set on an angle would be fitted a little further down the track. Quotes to be sought for this works with three cost options. These could then be brought back to LPC for further discussions.

## **157. MILLENNIUM AWARD NOMINATION RULES**

There appears to be no written rules for nominations, just guidelines that have been followed in the past. Cllr Giles said "Anyone who has carried out exceptional works in the village." It was AGREED the new council should look further at this to decide if a set of rules was required or not.

**158. MAY MEETING DATE**

It was AGREED to change the date of the May meeting to Wed 15<sup>th</sup> May.

The meeting closed at 9.37pm.

*Dates of future meetings: 15 May, 5 June, 3 Jul, 4 Sept, 2 Oct, 6 Nov, 4 Dec 2019.*

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL  
PLANNING REPORT, 3 APRIL 2019**

**APPENDIX 2**

**New Applications**

CA//19/00482	Proposed formation of access.  64 St Vincent's Close, Littlebourne CT3 1TZ	Response by 19 April
CA//19/00368	Proposed single storey extensions to rear, side and front elevations with first floor extension following demolition of existing conservatory and part of garage.  Northbend, 35 Nargate Street, Littlebourne CT3 1UH	No objections from LPC
CA//18/02559	Proposed replacement garage  57 Nargate Street, Littlebourne CT3 1UJ	Amended plans No objections from LPC

**Notifications**

CA//18/02035	Application for the approval of appearance, layout, landscaping and scale for the demolition of 42 and 42A The Hill and provision of 87 dwellings pursuant to outline planning permission CA/15/01711/OUT.  Land off The Hill and Jubilee Road, Littlebourne	GRANTED 11/03/19
CA//19/00057/FUL	Proposed single storey side extension, roof extension, dormer to side elevation, external cladding and 9no rooflights, following demolition of existing single storey rear extension and balcony.  66 Bekesbourne Lane, Littlebourne CT3 1UZ	GRANTED 08/03/19
CA//18/02475/FUL & CA//18/01658/LB	Proposed 2no two storey semi-detached dwellings and change of use of public house to 2no semi-detached dwellings, together with associated landscaping and parking.  2 Bekesbourne Lane, Littlebourne CT3 1UY	GRANTED 29/03/19

**Trees**

TRE/19/00095	T1 - Cherry - to remove T2 - Pin Oak - to reduce lower limb spread towards the adjacent Cedar & Larch by 4m and to crown lift to 4.5m	No objections
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	<p>T3 - Horse Chestnut - located on rear boundary overhanging Recreation Ground and public footpath - to remove the low ascending limb over the fence and footpath and to crown lift to 5m to remove lower limbs above adjacent Cedar.</p> <p>Little Court, 5 Nargate Street, Littlebourne, CT3 1UH</p>	
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