

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 4 SEPTEMBER 2019**

Present: Parish Cllr Peter Farrow (Chairman)
Parish Cllr Mick Giles
Parish Cllr Brian Hurlow
Parish Cllr Cate Reid
Parish Cllr Melanie Moore
Parish Cllr Ken Shaw
City Cllr Louise Jones

Mrs Gail Hubbard, Clerk to the Council
There was one resident present, Mrs Jessica Phillips.

47. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

Cllr Farrow welcomed everyone back after the summer. Apologies were received from Cllr Castle (working), County Cllr Michael Northey (retrospective) and Community Warden Gary Moore (on leave).

48. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

49. MINUTES OF THE MEETING HELD 3 JULY 2019

The minutes were unanimously AGREED and were duly signed by the Chairman.

50. POLICING AND NEIGHBOURHOOD WATCH

A short report for the summer had been received from PCSO Emma Coyle, there was nothing of note in Littlebourne. The NHW distribution continues to be a very useful service provided by Vivienne Spratt.

51. ADJOURNMENT

There was none.

52. PLANNING/TREES

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

The List development update

Cllr Hurlow reported that the attenuation pond has been dug out and refilled with a permeable layer. They now appear to be working on the drainage and have been soaking the site to prevent dust to neighbouring residents.

Cllr Moore updated the Cllrs on the Evenhill boundary concerns that arose over the summer. Cllr Moore had double checked with Leath Park, who had confirmed with their solicitor that no 3m strip of 'no mans' land existed. The Land Registry documents show that Leath own the land right up to the rear boundaries of the properties in Evenhill road. Cllr Moore and Cllr Hurlow also took a site visit to look at this boundary and the clearance works, all that has been cleared is brambles (approx. 12ft wide in places). This clearance work was overseen by an environmentalist.

Cllr Farrow had not received a response from SW to his letter regarding the connection point to the main sewer system for the site. He is to chase this, Cllr Giles suggested perhaps requesting a meeting with SW to seek clarity over the connections.

53. LPC FACEBOOK PAGE

Cllr Giles raised his concerns over the recent postings on Facebook regarding the Evenhill boundary which resulted in a resident being banned from the page. Cllr Moore explained that a lot of people like to communicate instantly now and this offers this opportunity, they can either respond to a conversation or private message Cllr Moore.

Cllr Giles suggested that we put the following onto the Facebook Page to encourage residents to come straight to the Clerk or Cllrs with queries.

This Facebook page is for the purpose of forwarding information and not a platform for conversation. Residents are asked that should they have any concerns or questions as a result of information on this page to contact the Parish Council Clerk on clerk@littlebournepc.org or a parish councillor directly by phone, email or letter. Our contact details can be found on <http://www.littlebourne-parish-council.co.uk/.../your-counci.../>
It was AGREED that this be added.

Cllr Louise Jones arrived at 7.15pm.

54. HIGHWAYS

Cllr Giles reported that the Littlebourne HIP had been completed and Sent to Gary Peak at KCC. The next Traffic Action & Highways meeting would probably be scheduled for mid-October.

Concern had been raised by a resident over the overgrown/narrowing footpath along the A257 next to Pinewood and also the state of the drainage ditches along the edge of Pinewood. Clerk has reported the state of the footpath to KCC highways. Responsibilities are being checked with landowners and KCC regarding the ditches.

55. FINANCE

AUTHORISATION OF ACCOUNTS

There were receipts totalling £20.00 NOTED for this month into the LPC account and £3825.00 into the LPC Community Fund. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £3,128.21 together with Appendix 3a presented at the meeting totalling £1,035.38 was proposed by Cllr Hurlow, seconded by Cllr Reid and AGREED by all. So it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

BANK SIGNATORIES

It was AGREED unanimously that the Lloyds account be updated to reflect the same signatories at the Unity account. Previous Cllrs to be removed and Cllr Reid and Cllr Farrow to be added.

LPC LAPTOP

The current laptop is now 7 years old and running on Windows 7, this support is to end in January 2020. Updating and replacing options have been explored via the Clerk and E Scape computing. Cllr Moore proposed the purchase of a new laptop, this was seconded by Cllr Hurlow and AGREED by all.

56. CLERKS REPORT CORRESPONDENCE

- A. Email from resident regarding School Path and some barbed wire in situ on one of the bordering fences. Clerk to contact owners regarding this to see if it can be removed (there is now a close boarded fence within the owners boundary).

- B. Email received from Mrs Irish regarding the Nature Reserve hedges. As previously informed these worked are being scheduled in now bird nesting season has finished.
- C. **Kent County Council (KCC)**
Consultation released on its Draft Drainage and Planning Policy Statement see <https://consultations.kent.gov.uk/consult.ti/DrainageandPlanningPolicy/consultationHome> The deadline for responses is 30 September 2019.
- D. **Canterbury City Council** is currently consulting on a number of proposed changes to its Council Tax Support scheme. Council Tax Support helps residents on low incomes pay some of their Council Tax. Working age people can get support of up to a maximum of 90% of their bill. Pensioners can receive support for up to 100% of their bill and are not affected by the proposals. Consultation closes 16 September 2019.

All other correspondence was noted.

CLERK REPORT

SHARPS BOX

Clerk has given Mrs Clayson a sharps box in case she finds any sharps when litterpicking. This was highlighted on this year's risk assessment.

HONOURS BOARDS

Both the Millennium Award board and the Chairman board are now ready for collection from the signwriters.

SCHOOL OFSTED

Letter written congratulating the School on their recent GOOD in all areas grading.

OVERGROWN VEGETATION

Weeds in St Vincent's pathway have been reported to Highways who confirmed it is the responsibility of CCC. CCC have confirmed they will deal with this.

The clerk has contacted some residents along School Path where it has become badly overgrown this summer.

Bourne have been asked to cut the hedges on the rec ground.

PLANTER ON HILL

Clerk contacted Leath to ask if they would relocate the planter on The Hill, which is owned by LPC to outside the shop when the build out is removed. Leath have agreed to do this and will arrange with the clerk in due course.

ALLOTMENTS

The boundary hedge on Court Hill has been cut. We are awaiting a further quotation for moving the access gates.

THE BARN

Photos from Mark Mount of the rethatching of Littlebourne Barn in the 1960's printed out for The Barn Committee. Photos also saved in LPC file so can be added to website at some point.

HOUSING

Two properties have become available during the summer period, a two bedroom property in List Meadows which has now been let to someone with Littlebourne eligibility

from our listing; and a one bedroom bungalow in Court Meadows for which two applicants with Littlebourne eligibility have been put forward. Piece written for LPC News encouraging people to put their names on our listing and also reminding applicants that they must still have a housing need to qualify.

57. S106 UPDATE

Terms of business have been signed and returned to Furley Page for them to act on our behalf. A layout has been provided by Leath to show the extent of what will become LPC land – the top piece of open space. Objectives to be as follows;

- To agree provisions of a S106 relating to development of The List
- To take transfer of land as Public Open Space
- To allow developers to occupy land under licence with obligations to landscape before vacating
- To receive payment of £73,800 for maintenance of land as general amenity for the parish.

58. PUBLIC TOILET PROVISION WITHIN THE VILLAGE

Cllr Moore updated the Council; she had met with Quinn Estates to look at the old boiler cupboard at the hall. This has all the services very handy due to its location, water, drainage and electric. Plans are to be drawn up by Quinn Estates, at no charge and passed to LPC so we can make the necessary planning applications to CCC and obtain quotations for the project.

Cllr Louise Jones-Roberts had done some research at CCC regarding public toilets. CCC will not provide ongoing maintenance but there are a couple of funding avenues to explore; each City Cllr in the rural areas have an opportunity fund of £1000 for the year, an application would need to be made and presented at the Rural Forum, also the CCC Capital Grant fund has £20,000 available for next year.

Cllr Giles has met with the CCTV provider to obtain a quotation for an additional camera for the Club door as this will be covered from the existing camera by the protruding toilet block. This cost needs to go into the project costing.

59. CAPITAL GRANTS 2020

There is £20,311 in the budget for next year, deadline for applications is 30th September 2019. Last year we applied and received funds of £10,080 for the new play equipment and the hall gents toilet refurb. AGREED an application should be made towards the toilet project once costings have been received.

60. ROSPA PLAY AREA REPORT

The Clerk had prepared a summary of the items highlighted in the report along with items mentioned by residents. Quotations to be sought for a list of minor works to include;

- Greasing of swings
- Removal of low branches on Cherry Tree (in centre of playarea)
- Shackle replacement on toddler swings
- Also to obtain a price to fit self-closers to the existing gates.

61. LPC DATES FOR 2020

The dates for next year's meetings were AGREED as follows;

8th January 2020

5th February 2020

4th March 2020

18th March 2020 – elector's meeting / Annual Parish Meeting

1st April 2020

6th May 2020
 3rd June 2020
 1st July 2020
 (No meeting in August)
 2nd September 2020
 7th October 2020
 4th November 2020
 2nd December 2020

Agenda items 11,13 & 14 are to be postponed to Octobers meeting due to the absence of Cllr Castle.
 The meeting closed at 8.28pm.

Dates of future meetings: 2 Oct, 6 Nov, 4 Dec 2019.

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL
 PLANNING REPORT, 4 SEPTEMBER 2019**

APPENDIX 2

New Applications

CA//19/01625/FUL & CA//19/01626/LB	Proposed single-storey side and rear extensions including side dormer window together with carport/outbuilding. Higham Farmhouse, Stodmarsh Road, Littlebourne, CT3 4AS	To be looked at in further detail by Planning Committee and response submitted by 20 Sept.
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Notifications

CA/19/01076	Erection and display of 2 no fascia signs, 1 no hoarding sign along with window graphics and poster frames. 58 High Street, Littlebourne, CT3 1ST	REFUSED 01/08/19
CA/19/01117	Proposed two-storey side and single-storey rear extension. 13 St Vincents Close, Littlebourne CT3 1TY	GRANTED 06/08/19
CA/19/01228	Proposed single-storey detached outbuilding following demolition of existing outbuilding. Old Waterway Cottage, 29 Nargate Street, Littlebourne CT3 1UJ	GRANTED 05/08/19
CA/19/01275	Proposed installation of a CCTV camera system comprising of a network of wooden pole mounted cameras, related cabinets and ducting, plus ancillary and related equipment. Littlebourne Solar Farm, Land to the east of Swanton Lane, Littlebourne CT3 4AT	No objections from LPC GRANTED 20/0/19
CA//18/01657	Proposed erection of 3no two-storey terraced dwellings with accommodation in the roofspaces and change of use of public house into 2no semi-detached dwellings, together with associated landscaping and parking.	Appeal - DISMISSED Permission granted for 2no two storey dwellings and pub conversion but this application for 3no dwellings

	2 Bekesbourne Lane, Littlebourne CT3 1UY	was refused by CCC.
CA/19/01366	Proposed change of use of existing storage building into holiday let accommodation along with alterations and extension to roof and associated external works. Little Stour Farm, Nargate Street, Littlebourne CT3 1QJ	No objections from LPC. GRANTED 28/08/19

Trees

TRE/19/00197	Raise canopy of one side of Cherry Tree to give clearance to children's climbing frame. Littlebourne Recreation Ground, 58High Street, Littlebourne CT3 1ST	No objection from CCC Works can go ahead
TRE/19/00286	Poplar tree (T1) next to boundary, cut back top two main branches by approximately 1.5 metres. 8 Newing Close, Littlebourne, CT3 1UX	No objections from LPC