

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 8 JANUARY 2020**

Present: Parish Cllr Peter Farrow (Chairman)
Parish Cllr Ken Shaw
Parish Cllr Brian Hurlow
Parish Cllr Melanie Moore
Parish Cllr Jessica Phillips
Parish Cllr Lee Castle
County Cllr Michael Northey

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

108. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

Cllr Farrow welcomed everyone to the meeting and said he hoped it would be a productive 2020 for LPC. Apologies were received from Cllr Giles (recuperating) and Cllr Reid (recuperating) and City Cllr Louise Jones (attending CCC meeting).

109. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

110. MINUTES OF THE MEETING HELD 4 DECEMBER 2019

It was proposed by Cllr Hurlow, seconded by Cllr Phillips and AGREED by all to accept the minutes and they were duly signed by the Chairman.

111. POLICING AND NEIGHBOURHOOD WATCH

A short report had been received from PCSO Emma Coyle for North Nailbourne ward, the following relating to Littlebourne;

- 24/12/19 – Attempt burglary, Church Road, Littlebourne – a fence has been cut to a compound but nothing stolen
- 20/12/19 – Criminal damage, Court Hill, Littlebourne – a rock has been thrown at a window and has scratched the surface

112. COUNTY COUNCILLORS REPORT

Cllr Northey reported back from Mondays County Hall meeting;

- KCC Consultation launched on the KCC 5 year plan 2020-25 – this covers areas like housing, infrastructure, education, care of elderly. Closing date 17th Feb. <https://www.kent.gov.uk/about-the-council/strategies-and-policies/corporate-policies/5-year-plan>
- KCC Select Committee setup to consult on affordable housing. They are looking for public views until 26th Jan. (<https://kccmediahub.net/kcc-launches-new-select-committee-on-affordable-housing745>)
- KCC website has published guidelines on alcohol consumption as part of **One You Kent** you can participate in a short quiz to see how much you drink <https://www.kent.gov.uk/social-care-and-health/health/one-you-kent/drink-less>
- The budget proposal is a rise of 4% which includes an adult social services rise of 2%. This leaves a gap in the budget of £35m.

- After the reshuffle Cllr Northey is now Deputy Cabinet Member for Environment.

Cllr Northey agreed to contribute £3500-£4000 from his Members Budget for 2020-21 towards the re-siting of the 30mph limit at the Canterbury end of the village. LPC Traffic Action & Highways Committee have suggested LPC could contribute up to £1500 from EMR towards the project. A definite cost has been sought from KCC Highways but thought in the region of £5000-£6000 from previous conversations (TRO, new gateway & moving of signage). Existing gateway to remain in situ. The Chairman thanked Cllr Northey for this contribution.

Cllr Northey departed at 7.25pm.

113. PLANNING/TREES

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

Some concern was voiced over the tree work taking place at Weir Lodge as part of the clearance of the site. Clerk to double check permissions granted and contact owner to remind him that this is within a conservation area.

114. HIGHWAYS

THE LIST

Cllrs AGREED a letter should be sent to all new residents of The List Houses highlighting the fact LPC owned the 1m strip at the front of the properties and also reminding them of the shared access between pedestrians and vehicles on this track. It was also deemed to be coming close to the time when LPC would consider signage and road markings for the track.

CARPARK FENCE PROTECTION

Cllr Moore had met with a contractor this week to discuss options for the protection of the fence in the WMH. Cllr Moore in further discussions over options and costs involved.

TREE ON FOOTWAY – ST VINCENTS CLOSE

Following problems with tree roots and uneven pavement surface, KCC have advised the best course of action is to remove the tree and carry out repairs to the pavement surface. They will plant two new indigenous trees in the grass verge at the front of Court Meadows as a replacement. LPC are in support of this works after consulting views of residents via Facebook.

PARKING/ACCESS ST VINCENTS

This has been raised again by residents, no easy fix as various options have previously been explored. Cllr Moore to approach EKH and push for estate improvements to create more parking for residents.

Street light at end of St Vincent's was fixed today.

Cllr Phillips to explore lighting in the village and positioning of lamps/strength of lighting.

BUILD OUTS ON THE HILL

The original build outs were put in place to slow traffic. The road changes that have been carried out to create the new entrance road into The List site have been done to retain these build outs, with the aim of slowing traffic. They will possibly also make it easier for those pulling out from the new estate.

115. FINANCE

AUTHORISATION OF ACCOUNTS

There were receipts totalling £423.45 NOTED for this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £1582.79 together with Appendix 3a presented at the meeting totalling £2169.55 was AGREED by all. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

END OF QUARTER BUDGET EXPENDITURE

The figures laid out in Appendix 3b were previously circulated to Cllrs and represented the expenditure of precept and concurrent for the 3rd quarter of 2019-20. Concurrent expenditure is already showing overspend, with three months left. This is anticipated as we were not awarded the full amount by CCC. This shortfall will be made up from precept monies, as in recent years.

116. CLERKS REPORT

CORRESPONDENCE

- A. Thank you card from Mrs Clayson thanking LPC for her Christmas bonus.
- B. Happy New Year card from Wimille Mayor & Twinning Committee
- F. Resident Mrs Longley approached the Clerk with request to remove/alter barriers at cross roads on Rec, she cannot get through opening in barriers on her mobility scooter so cannot use the school pathway route. Cllr Hurlow to meet with Mr Longley to look at what could be done.

All other correspondence was noted.

CLERK REPORT

SCHOOL PATH

Large protruding hedge that has been causing a problem for last couple of summers has been completely removed by new owners and replaced with a very tidy fence. Problem area further along has now also been fully cut back by landowners (after several chases).

PATHWAY ALONGSIDE THE SCHOOL

Several reports made of lamps out along this stretch. These are to be replaced on 17th January.

ALLOTMENT GATE RESITING

Landcare have been given the go ahead and the works are scheduled for January/early February due to lead time on gates.

UNSECURE FENCING

Clerk has contacted Sanctuary Housing again about the section of fencing outside 25/27/29 Court Meadows parking area where the fence to the allotments is only wire and not secure.

LEASE BREAKDOWN

The Clerk has compiled a breakdown of the leases pertaining to the hall, Rec Club and Shop and the relationship with LPC. Cllr Farrow thanked the Clerk for beginning this process and asked for the breakdown to be sent to all Cllrs.

WEBSITE ACCESSIBILITY REGULATIONS WORKSHOP

Clerk has booked a place on this course on 20th Jan arranged by KALC.

LPC EMERGENCY PLAN

Clerk has started to update details within this document, mainly contact points at this stage but we will need to review other details also.

117. LIST BIN

Following an act of criminal damage by a Littlebourne resident who ripped out the newly positioned bin on The List track, the bin has now been stored on the allotments and will be refitted along with the new allotment gates later this month/early February.

118. LOCAL PLAN REVIEW MEETINGS

CCC had now provided a schedule to us to provide availability for a meeting between parishes and CCC planners in January or February. Clerk to submit Friday.

119. PUBLIC TOILET PROJECT

Cllr Moore explained she had spoken with Mark Quinn who had agreed to provide the services of one of their architects to LPC gratis to enable the plans to be created for the planning application.

120. TWINNING WITH WIMILLE

Cllr Farrow asked the Cllrs if they thought LPC should be pushing/promoting the Twinning with Wimille. Due to lack of interest from residents in visits to Wimille and lack of events to invite Wimille here to attend it was decided to leave it ticking over for now. It was suggested if we hold a village event for VE Day we would invite Wimille to attend.

121. ANNUAL PARISH MEETING

Ideas for a possible speaker for the APM were discussed. Clerk to make some enquiries. Cllrs to put forward any further suggestions.

122. FOR INFORMATION ONLY

Cllr Shaw reported that the EA had been in contact with Martin Twyman about the rising water table, levels now are comparable to those in 2013/14 when the Little Stour flooded. The EA are expecting the Nailbourne to flow in the next three weeks so they are checking sandbag stores and warning residents. They are expecting flow not flood at this stage.

The meeting closed at 9.10pm.

Dates of future meetings: 5 Feb, 4 Mar, 18 Mar APM, 1 Apr, 6 May, Statutory Annual, 3 June, 1 July, 2 Sept, 7 Oct, 4 Nov, 2 Dec 2020.

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL
PLANNING REPORT, 8 JANUARY 2020**

APPENDIX 2

New Applications

CA/19/10294	Erection and display of non-illuminated fascia sign following removal of existing fascia signs. Four villages Stores, 58 High Street, Littlebourne CT3 1ST	No objections from LPC
CA/19/10131	Application for listed building consent for	No objections from LPC, purely

	internal alterations including re-siting of staircase, creation of new bedroom on the first floor following removal of bathroom, new bathroom, removal and replacement of joists and alterations to kitchen. 28B High Street Littlebourne Canterbury Kent CT3 1ST	internal alterations.
CA/19/10128	8 Newing Close Littlebourne Canterbury Kent CT3 1UX Proposed first-floor side extension, roof extension with 1 no. roof light to side elevation to allow accommodation in the roof space along with conservatory to rear elevation.	Response to be submitted by 24 Jan after further consultation with neighbours.

Notifications

CA/19/01975	Application for lawful development certificate for existing use as dwelling. 48 High Street, Littlebourne CT3 1ST	WAS NOT LAWFUL
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Trees

None		
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LITTLEBOURNE PARISH COUNCIL FINANCIAL REPORT TO THE MEETING, 8 JANUARY 2020

APPENDIX 3

(A) FINANCIAL MATTERS

- (a) RECEIVED the bank statements for November 2019, and RESOLVED the signature of the Chairman thereon;
- (b) NOTED £11.99 will be taken from our account by DD on 16th January for our 1x1 website
- (c) NOTED £92.91 will be taken from our account by DD on 28th January for January's employer and employee pension contributions.
- (d) NOTED confirmation received from CCC that we will receive £7,342.00 Capital grant, which is all projects funded at 72.5% uplifted by the individual PC's score.
- (e) NOTED the price for our LPC website has increased, notice from 1x1 IONOS states from 27th January the price will be £15.00 plus VAT per month. Previous price was £9.99 plus VAT.

AUTHORISATION OF ACCOUNTS

Payment type	Details	Amount
BACS	Staffing payments December	1358.25
CHQ	Mrs Clayson – litter picking/sweeping	550.00
BACS	Jacksons Fencing – new gates for allotments (Materials)	1433.70
BACS	KALC - web accessibility workshop	72.00
CHQ	Cherry Orchard - expenditure reimbursement (Fuel/seeds)	176.19
BACS	Gordon Engraving – Cllr Nameplates & badges	37.20
BACS/CHQ	Expense payments	125.00

TOTALS

£3752.34