

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 5 FEBRUARY 2020**

Present: Parish Cllr Peter Farrow (Chairman)
Parish Cllr Mick Giles
Parish Cllr Ken Shaw
Parish Cllr Brian Hurlow
Parish Cllr Jessica Phillips
Parish Cllr Lee Castle

Mrs Gail Hubbard, Clerk to the Council
There was one resident present for part of the meeting.

123. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

Cllr Farrow welcomed everyone to the meeting. Apologies were received from Cllr Moore, Cllr Reid (unwell), County Cllr Michael Northey (unwell) and City Cllr Louise Jones. Cllr Castle to arrive late.

124. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

125. MINUTES OF THE MEETING HELD 8 JANUARY 2020

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

126. POLICING AND NEIGHBOURHOOD WATCH

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

- 15/01/20 – Attempt theft, Evenhill Road, Littlebourne – a digger has been started and moved across a field before being abandoned
- 16/01/20 – Criminal damage, Littlebourne primary school – padlock on the rear gate has been broken off
- 23/01/20 – Taking without consent, Court Meadows, Littlebourne – motorbike has been stolen and later found with the wires cut
- 23/01/20 – Interference with a motor vehicle, Court Meadows, Littlebourne – the ignition barrel on a motorbike has been damaged

Cllr Castle arrived at 7.05pm.

A report had also been received from Community Warden Gary Moore, as follows;

January has been a very busy month with an increase on Scams, doorsteps callers and unwelcome telephone calls. I have made 32 home visits in the area dealing with Scams and I'm thankful to Neighbourhood watch etc who keep sending out emails to advise people of the latest problems. On each visit I make I leave behind some leaflets and advice on how to deal with any of these scams.

I have had occasion to speak with a number of dog walkers about dog fouling in the village and I hope that the message will soon spread that it is NOT ok to allow this to happen.

Due to other wardens off sick I have been covering another area as well as my own but this should soon settle down again to a more regular pattern. The new recruits are now on their own as well.

I have been keeping an eye on the river states as well across all the villages and liaising with Environment agency as well.

I have also made several home visits on behalf of the parish council as well which are still ongoing. I am aware of the ongoing parking problems around the school and I hope to have the parking teams out soon to 'encourage' those who do park on school yellow marking to move along. I have also requested Kent Fire and Rescue to make a visit to check if their vehicle can get through at peaks times.

I can also confirm that I can attend the next meeting and speak about the Public Protection Community wardens roles.

127. COUNTY COUNCILLORS REPORT

The Clerk read out the following report from Cllr Northey;

There is little to report, a good sign, as it shows that things are ticking over as well as can be. Basically, this is National Mental Health week, also Apprenticeship week, and on the KCC website there is a wealth of material on these items.

128. PLANNING/TREES

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

Applicant of CA/20/00025, Mr Keeler-Walker was present for the discussion of his application.

129. HIGHWAYS

A257 ROAD CLOSURE

16th – 22nd February (half term) Closed between Newing Close and Jubilee Road. Planned closure to carry out connection of The List site to the main sewer, which is on the far side of the road.

Diversion (which must be suitable for all vehicles using road) is via A2050, A2, B2046 and Wingham. LPC to issue a message to be aware; given the fact people will be using the back roads, please take care and look out for pedestrians.

Road will be open for emergency vehicles only, this will be done with the use of metal plates placed temporarily over the works.

Stagecoach have now provided details on the shuttle service they will be running for the no 43 bus. Full details of service available <https://www.stagecoachbus.com/regional-service-updates/south-east/canterbury>

A257 GROUP

Were due to meet with KCC to discuss results of their surveys but due to current works on The Hill they have been unable to carry out their speed surveys to date.

130. FINANCE

AUTHORISATION OF ACCOUNTS

There were receipts totalling £60.00 NOTED for this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £10,605.52 together with Appendix 3a presented at the meeting totalling £2,706.04 was unanimously AGREED. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

131. CLERKS REPORT

CORRESPONDENCE

A. Email from resident of St Vincent's Close.

Querying if it would be possible to pave over the grassed areas on the pathways in St Vincent's, as they are all mud where vehicles have driven over them. Clerk to respond directly explaining the ownership of the verges lies with KCC. First action to report these as damaged verges.

B. Email from Emily Shirley

Requesting funds from parishes for the Canterbury Air Pollution Case. Cllrs not willing to provide funding.

C. Email from resident of The List

In response to our new resident of The List letter, expressing his concern over dogs fouling on the grass verge to the front of his property and what can LPC do to try and prevent this occurring. Clerk to respond directly explaining the planned imminent return of the bin and the involvement of the Community Warden.

D. Query from resident regarding footpath alongside Rec

He would like to see the hedge cut better (pathway down from Jubilee to the crossroads on the rec) Hawthorn Hedge is in a poor state with other trees growing within it, he would like to see these removed. Clerk to respond direct and discuss more uniform cut with contractors going forward.

E. Query from resident over removal of barriers on footpath crossroads on rec – continued from Jan meeting

Cllr Hurlow had met with resident to see exactly what would be needed to enable access on this pathway more easily with a mobility scooter. LPC would not be willing to remove the barriers completely as they serve a purpose in slowing anything using this route (bikes, motorbikes) we would not want to encourage their use of this path. There is no sensible way to modify the current barriers so new ones would need to be installed. Clerk to investigate what is available and costings and bring back to meeting so see if it is viable to pursue.

All other correspondence was noted.

CLERK REPORT THE ANCHOR

Clerk checked current ownership of building, still remains unsold. Owners written to asking what plans are and expressing our concerns over the state of the building.

LPC NEWS RENEWALS

Clerk has sent out renewal invoices for advertising in LPC News.

ACCESSIBILITY WORKSHOP

Clerk attended this event as PC need to be compliant with WCAG 2.1 AA by 30th September 2020, we will be working towards this over the coming months.

RURAL FORUM MEETING

Clerk attended this event the main points being;

Green Bin charges

Quite a bit of upset over this as was felt those with large gardens in rural areas were being double taxed. On the other hand those in flats in city are paying for garden waste collection. Every other Kent district currently charge. It is a budget decision from CCC, they need to claw back money. Concern over increased use of bonfires – not a 'green'

option. LPC agreed a letter should be sent expressing our concerns over the scheme of charging for removal of green waste and the impacts upon the rural areas.

Local Authority Trading Company's specification for street cleansing

In July 2019 CCC agreed to setup a Local Authority Trading Company (LATCo) to manage its household waste collection and street cleansing services from Jan 2021, when Serco's contract finishes. Widely known that Serco underbid for this contract hence they have struggled to maintain service. Bringing it back in house will enable CCC better control over the services – which they have felt they have not had. The specification has already been set out and agreed by CCC for household waste collection, and in March the street cleansing specification will be agreed.

The grades of cleanliness used are in line with those used nationally and are not the issue, it is more a lack of compliance with the requirements set out the specification and the inability to pro-actively determine this and respond accordingly. Hence roads only being swept once someone has complained. Previously CCC had no proof that Serco had been out and done a job. Under the new specifications they will be able to track where operatives are and whether roads have been cleared. It will be easier to monitor. They can then deploy resources where needed. They are going to utilise systems and technological solutions that can provide instant feedback, available on demand to the LATCo and accessible by CCC. To hold the LATCo to account more meaningful performance measures will be developed, which will focus on cleanliness standards, responsiveness and satisfaction levels. Serco's contract for parks doesn't finish until 2022, so they will continue this contract.

Proposed Changes to charges in carparks

Richard Jenkins was at the meeting and spoke briefly on this. There was not huge discussion on this as it mostly relates to city centre parking. There was disappointment expressed that the ANPR carparks minimum charge was to be increased.

20mph zone in Bridge

Bridge were seeking support from Rural Forum to take forward to JTB. Everyone was in support, most other rural areas will watch with interest to see how this works as many would like a 20mph zone. Bridge to feedback at another forum.

132. LPC COMMUNITY FUND

Changes had been proposed to reflect the number of Cllrs currently on this Committee, three Cllrs rather than the stated four is sufficient for the management of this fund. The changes were proposed by Cllr Giles and unanimously AGREED by the other Cllrs.

133. MILLENNIUM AWARD 2020

The following candidates had been nominated by residents;

ROZ ARMAN – A lady that does a lot for Littlebourne; she runs the Afternoon Club putting in a lot of time organising speakers and outings for the older people in the village.

CATE REID – If anyone deserves of this award its Cate for her work outside of her council role. She ran the hall booking service for many years and instigated the changes for it to work more efficiently through the modern media. She was for many years chair of LWMH and has been secretary to the 4VPO for a number of years now. All of these positions are demanding on their own and she has carried them all out diligently for the benefit of the community.

SYLVIA WILSON- Sylvia is a lady wearing several 'hats', contributing to many areas of village life. Currently she is leading the much needed refurbishment of the LWMH, for which she is treasurer and is an active member of the Turner's Orchard committee. Both the young and 'young at heart' benefit from Sylvia's skills – she is a school governor at Littlebourne CEP and has initiated the popular Bingo sessions held in the hall.

A secret ballot then took place. The winner will be announced at the APM on 18th March.

134. ANNUAL PARISH MEETING

Wednesday 18th March, 7pm for 7.30pm start as previous years.

Cllrs to all report back on their areas

Chairman to do a report

Community Warden Gary Moore has agreed to be our speaker and talk about the service.

Refreshments need to be organised.

Would be helpful if people submitted questions in advance then a through answer could be given on the night.

135. VE DAY CELEBRATIONS

Cllr Castle reported that unfortunately there was not much interest from residents to get involved on the Facebook page.

Cllr Giles said there could be Community Fund monies available to help fund a village event.

Cllr Giles would arrange to fly the flag from the flagpole to mark the event.

Further discussions to be deferred until March meeting when Cllr Moore would be present.

136. KCC FOOTPATH CLAIM

This has now gone out to consultation, as part of the County, City and Parish Councils are consulted. Both Cllr Northey and Cllr Jones have expressed their support for this claim which was made by LPC. LPC voted all in favour to support the claim. Clerk to feed this back to the KCC officer. Residents that completed the initial evidence forms have now been contacted by the officer in charge of the investigation and some have been interviewed.

137. SANDBAGS AND STORAGE

Cllr Shaw had attended the sandbag display at Bekesbourne Pavillion, where they were showing single use, lightweight sandbags. These cost £11.60 for two and have to be purchased by individuals, they will not be provided by CCC. They also require filling with water before they can be used. Cllr Shaw asked if we could have two of the sandbag storage cabinets, like the ones in Bekesbourne, that were provided FOC by CCC. Clerk to approach CCC to see if we could have two sited in Nargate Street, for easy access by the entrance to Butchers Bridge gate.

138. WATER FOUNTAIN AND WMH CARPARK/LIST ROADMARKING

Cllr Castle had received information back from Cllr Jones about the ones installed in Whitstable, by Monitor, these cost around £800 each. We would need to consider the annual maintenance of around £150-200 and also legionella testing. Exact prices to be sought from the contractor direct. Clerk to write to WMH explaining that we are exploring this option.

Cllr Castle had also obtained some prices/ideas for remarking the lines in the carpark, and some in the long carpark along with a price for double yellow lines on The List track. It was agreed the List preference for markings would be single white lines down each side and people walking on the surface down the centre, rather than the Double yellow lines option. Cllr Castle to discuss these options further with contractor.

139. CHRISTMAS LIGHT OPTIONS FOR 2020

The solar lights had not worked this year in the small trees, the lights do not give enough light. Options for stringing proper lights into the larger trees to the rear of the long carpark to be explored, this would need a power supply, either via a trench or strung from the gable end of the shop, where there is an outside socket. Options to be discussed with electrician.

Bulk lights outside LPC office interfering with images on CCTV. Temporary cowl /shield to be created for light to see if this could be a more permanent option.

The meeting closed at 9.25pm.

Dates of future meetings: 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, 5 FEBRUARY 2020**

APPENDIX 2

New Applications

CA/20/00186	Variation of permission CA/19/01997 for two storey side and rear extension with replacement garage following demolition of existing garage and diversion of public right of way; to allow increase height of garage by 1m, its depth by 1.5m and its width by 0.5m and the removal of the west elevation hip. Weir Lodge, Nargate Street, Littlebourne CT3 1UJ	Alterations to garage plans fairly negligible. No objection from LPC.
CA/20/00025	Proposed front extension along with single-storey rear extensions. 16 Jubilee Road, Littlebourne, Canterbury CT3 1TP	Applicant present for discussion. No objections from LPC.
CA/19/10408 & CA/19/10409 Listed consent	Proposed single storey rear extension to care home, single storey detached building containing 4 no care units and change of use of surgery to 6 no care units. Littlebourne House Residential Care Home, 2 High Street, Littlebourne, Canterbury CT3 1UN	Good use of building, conversion makes sense. No objection from LPC.
CA/20/00114	Replacement roof tiles and installation of solar panels and roof lights. Woolton Farm, Bekesbourne Lane, East of Bekesbourne Hill, Bekesbourne CT4 5EA	No objections from LPC.

Response logged

CA/19/10128	8 Newing Close Littlebourne Canterbury Kent CT3 1UX	LPC concerned over the extent of these extensions on a plot of this size. The second storey extension
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	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.	looks as if it will have an overbearing impact on the neighbours at 50 The Hill. We cannot see a problem with the conversion of the loft space this has been done in other properties in the road.
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Notifications

CA/19/01997	Proposed two-storey side and rear extension with replacement garage following demolition of existing garage. Weir Lodge, Nargate Street, Littlebourne CT3 1UJ.	GRANTED 17 Dec 2019
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	GRANTED 20 Jan 2020
CA/19/10131	Application for listed building consent for 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	GRANTED 20 Jan 2020

Trees

CA/20/00030	T1 - Mature Ash on public footpath - Remove all major deadwood and crown lift T2 - Small Maritime Pine leaning towards stables - Prune away from stables T3 - Medium Eucalyptus - Crown reduce by approx 25% T4 - Norway Spruce - tree is dead - Fell to ground level T5 - 4x Medium Ash - trees are dead - Fell to ground level T6 - Mature Ash - Remove all major deadwood and crown lift by approx 1m TG7 - 4x Small Eucalyptus - Reduce in height by approx 2m T8 - Medium Eucalyptus - leaning and heavily decayed - Fell to ground level T9 - Birch - very poor specimen - Fell to ground level T10 - Mature Ash close to house - tree is in poor health with fungus at base and early defoliation on a number of large stems - Reduce by approx 30% and remove all deadwood T11 - Norway Maple overhanging roadside - Reduce limbs overhanging the road by approx 3m and remove all deadwood T12 - Holly - Trim to shape Little Stour Farm Nargate Street Littlebourne Canterbury Kent CT3 1QJ	
TRE/19/00393	Pollard tree at boundary between 36-38 Nargate Street 36 Nargate Street Littlebourne CT3 1UJ	No objection from CCC.

(A) FINANCIAL MATTERS

- (a) RECEIVED the bank statements for December 2019, and RESOLVED the signature of the Chairman thereon;
- (b) NOTED £18.00 will be taken from our account by DD on 16th February for our 1x1 website monthly charge.
- (c) NOTED £92.91 will be taken from our account by DD on 28th February for February's employer and employee pension contributions.
- (d) NOTED the Clerk has prepared the 3rd QTR VAT reclaim totalling £407.87 and completed the online form for refund.

AUTHORISATION OF ACCOUNTS

Payment type	Details	Amount
BACS	Staffing payments December	1386.71
CHQ	Mrs Clayson – litter picking/sweeping	450.00
CHQ	Canterbury City Council – repayment of duplicate grant	10,080.00
BACS	Funnell Electrical – replacement lamps on School path	68.00
BACS	Brook Security – Annual CCTV maintenance contract	340.80
CHQ	Servicing of mower	102.26
BACS	Expense payments	14.46
BACS	Replacement laptop purchase	550.80
BACS	The Fifth Trust – gardening works on Rec	295.13
BACS	Dynamix – quarterly payroll services	23.40

TOTALS

£13,311.56