

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 4 MARCH 2020**

Present: Parish Cllr Peter Farrow (Chairman)
Parish Cllr Mick Giles
Parish Cllr Ken Shaw

Mrs Gail Hubbard, Clerk to the Council
There were two residents present for part of the meeting.

140. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

Cllr Farrow welcomed everyone to the meeting. Apologies were received from Cllr Moore (family commitment), Cllr Castle (family commitment), Cllr Phillips (unwell), Cllr Hurlow (holiday), Cllr Reid (unwell), County Cllr Michael Northey (unwell) and City Cllr Louise Jones.

141. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

142. MINUTES OF THE MEETING HELD 5 FEBRUARY 2020

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

143. POLICING AND NEIGHBOURHOOD WATCH

A short report had been received from PCSO Emma Coyle for North Nailbourne ward which reported nothing of note in Littlebourne for the month of February.

A report had also been received from Community Warden Gary Moore; This month has been very busy with the latest crop of Scams that have been hitting the residents of most of the villages in the area. I have made 29 home visits to deal with incidents and to offer advice on how to deal with suspected scams. One of the most disturbing ones has been fake Police officers ringing people up and demanding money be taken out of banks and handed over because of " Money laundering" concerns.

I have some KCC scammers packs which contain information on dealing with scams which I have been handing out as needed.

I have also dealt with a growing number of doorstep callers trying to peddle various items and had to ask one gentleman to leave a property that had had gained entry to.

Concerns have also been raised with me over parking in some areas and I have spoken with a number of people who have caused some problems and I hope the matter is now sorted. The school parking remains a concern and in the next few weeks Canterbury parking enforcement officers will be coming out on random mornings/afternoons to issue tickets and speak to those parked there on double yellows etc.

There is a Kent Police presentation on 2nd April in Herne open to Cllrs and also Kent Police will be in attendance at the next Rural Forum meeting on 23rd March.

Two residents arrived at 7.05pm

144. ADJOURNMENT

The meeting was adjourned to take questions from Mr & Mrs Adams

Mr Adams firstly questioned the decision to connect the new List development to the sewer on The Hill; was there any chance of this being reversed. Cllr Giles responded that LPC and LS&NRMG had done everything they could to try and convince all the agencies

involved to connect to the sewer to the north of the site, in fact this was also Southern Waters preferred connection point. Connection into The Hill has now been completed. Mr Adams thanked LPC for all their efforts on this sewerage situation.

Cllr Giles at this point wished to record his thanks to Cllr Shaw for patrolling the river over the last few weeks, Cllr Shaw has been checking the river daily as Cllr Giles is unable to at present.

Mr & Mrs Adams have contacted MP Rosie Duffield raising their concerns that although the river has been rising all week the EA have not opened the alleviation channel. Cllr Giles agreed that LPC was very concerned over the lack of action and disinclination to remove any boards on the channel and have been working with the LS&NRMG to achieve this. The EA have given their reasons in a letter to Cllr Shaw, which was circulated; the trigger levels have not yet been reached as set out in their operational agreement. They also want the increased flow to scour the riverbed.

Cllr Giles and Cllr Shaw reassured Mr & Mrs Adams that they will be doing everything they can to get the channel opened to protect properties in Littlebourne.

Cllr Giles believes there should be a set height, and when the river reaches it the boards are taken out and the alleviation channel flows.

Mr & Mrs Adams departed at 7.25pm.

145. COUNTY COUNCILLORS REPORT

The Clerk read out the following report from Cllr Northey;

On 22 Feb, I attended the meeting of the River Group Management Group, and we were all fully briefed on local issues.

On Wed 26 Feb, Martin Twyman, Jill Thomas, Alan Atkinson, a couple of people from EA myself held a thorough briefing with Dr Martin Hurst, chairman of the Southern Regional Flood and Coastal Committee. This covers a large area from the Isle of Wight to Kent and is a statutory body. It has to approve an EA budget of £ 60 million. I attend this meeting which has four meetings a year, in my capacity as Deputy Cabinet Member for Environment. Dr Hurst was keen to come down to see us and I arranged this visit. We met at the Red Lion in Bridge and we briefed Dr Hurst thoroughly on all issues from the rising of the Nailbourne as far as the Great Stour and beyond. We showed him pictures from the 2014 flood. We then had on site trips to the Causeway and South Barham Road, then stopped at the Black Robin flood to discuss flood issues there. We did not have time to get to Littlebourne, but Martin Twyman left Dr Hurst in no doubt about the issues there including opening the channel. Dr Hurst promised to consider all issues to see how he and the EA might help.

146. PLANNING/TREES

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

S106 UPDATE

The Clerk had chased LPC's Solicitors and Leath for an update on the S106 Agreement Open Spaces element (Land Transfer and LEMP sum). It is currently moving very slowly with the Land Registry.

Leath have given the development a name, it is to be know as 'The Laurels'

147. HIGHWAYS

A257 GROUP

Cllr Giles is to attend the next meeting on Saturday 7th March.

SOUTHERN WATER REPAIRS

The water leak repairs carried out last month have still not been cleared up properly, Cllr Giles has been in contact asking them to attend and sweep up the debris. Cllr Giles has also been involved in the loose manhole cover in Nargate Street for which some of the residents have been pursuing since Christmas. Cllr Giles has been assured the works is to be done, by 17th March.

148. FINANCE

AUTHORISATION OF ACCOUNTS

There were receipts totalling £537.87 NOTED for this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £623.96 together with Appendix 3a presented at the meeting totalling £2019.53 was unanimously AGREED. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

149. CLERKS REPORT

CORRESPONDENCE

A. Email from resident of The Maltings

Asking about the ownership of the redundant play area – which is owned by CCC. Secondly if we would support the residents asking for a drain to be fitted in the carpark of The Maltings. Cllr Giles pointed out that the drains in The Maltings currently run into a soakaway. This would be a CCC responsibility as it is their carpark, not Highways. Clerk to investigate further and take up with CCC.

B. CCC Consultation

The Corporate Plan is one of the council's key strategic documents and is developed so councillors can set the agenda and priorities for the council. It is used by council officers to help them focus their energies and increasingly limited resources, implement agreed priorities and formulate future policy. It also helps them shape the way services are delivered. You can read the draft plan and respond to the consultation [on our website](#) from now until 5pm on Monday 23 March 2020.

All other correspondence was noted.

CLERK REPORT

DEFIBRILLATOR

Clerk has ordered and fitted replacement pads as current ones and spares are out of date as of March 2020.

NEW LAPTOP

New laptop is now in operation c/w latest MS Office. E Scape Computers has setup the laptop and transferred over all the contents of the old one to the new one. The old laptop has been stored away in the archives for now, it is too old to serve any value and unable to update to Windows 10.

FLOOD PLAN

Cllr Giles and the Clerk have updated some of the contact numbers and removed a couple of irrelevant ones. This has been emailed/hard copied to the Flood Wardens and added to the website to replace the old one.

WATER LEAK

Clerk reported the water leak outside the carpark to Southern Water first thing Monday, they would attend within 2hrs, this has subsequently been dealt by Southern Water.

BT CABLE

Resident reported a dangling cable by the playpark in Jubilee Road. Clerk checked and reported to BT, an engineer will be out within 48hrs.

LIST GATE

Clerk has replaced the padlock on this gate after a resident reported through that the existing padlock had been cut off. Replacement key to be give to Martin Twyman for field access.

150. CONCURRENT FUNDING

Cllr Farrow attended a meeting held by CCC on 27th February to discuss the future of Concurrent funding for parishes in the district. The current 4-year scheme will issue its last payment of funding on 1st April for 2020-21. It is likely to be graded down over the next few years. Proposals to go to Rural Forum for consultation on 23rd March then Community Committee on 25th March for decision. There will then be a consultation period with the final decision for 2021-22 being made on 24th June at Community Committee.

CCC are looking at areas to claw back budget and many of the other districts no longer offer CFF funding.

151. ALLOTMENTS

Clerk advised that Alan Jones had tendered his resignation as Chairman of LHS. In response to this Cllr Hurlow will set the agenda for and will run the next LHS meeting on 12th March, this will be done in his capacity as LPC representative for that meeting only. LHS will seek to elect a Chairman at that meeting and discuss the future of LHS if they cannot.

152. ANNUAL PARISH MEETING

Wednesday 18th March, 7pm for 7.30pm start as previous years. Cllrs to arrive for 6.30pm to assist with setup of hall.

Community Warden Gary Moore is guest speaker.

Cllr Northey to attend and give his report.

Reports on Charities, LPC Community fund, Highways, LHS, Chairman's report.

Refreshments still need to be organised. Clerk to purchase supplies.

153. VE DAY CELEBRATIONS

Cllr Giles would arrange to fly the flag from the flagpole to mark the event. The British Legion are involved in the event in Wingham. LPC had publicised asking for volunteers to come forward to plan an event, also stating there would be funds made available, but no one was forthcoming.

It was suggested a commemorative article could go in the June LPC News and perhaps the hall might consider an event displaying heritage pieces. WMH Committee to be approached with suggestion.

154. LOCAL PLAN REVIEW CALL FOR SITES

The call for sites is now open until 30th June, they are looking for sites with room for five plus houses not infills. Anyone can put forward a site, whether you own it or not. Following LPC's meeting with planning representatives from CCC last month the general feeling was that Littlebourne had had its share of housing already and looking for other sites was not something LPC would be doing. The village is generally well served with amenities, so to accept more houses to pay for another amenity would be unlikely to be welcomed by villagers.

155. THE RIVER

This item was covered under the Adjournment.

SANDBAG STORAGE

Cllr Giles proposed LPC contribute a figure of £250 towards the installation of two sandbag storage units, which would be placed by the entrance to the SW pumping station, by the postbox in Nargate Street. These would be filled with sandbags by CCC. This was AGREED by all.

156. WIMILLE WALK

Currently there are 15 walkers coming over from Wimille on Sat 2nd May. Cllr Reid is trying to organise a walk leader. Refreshments will be available in the hall on arrival as the WMH are holding a coffee morning that day. LPC will pay for the walker’s refreshments. Arrangements still to be finalised.

157. CONFIDENTIAL ITEM

The Clerk left the room whilst the clerk’s contract and salary were discussed.

The meeting closed at 8.30pm.

Dates of future meetings: 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, 4 MARCH 2020**

APPENDIX 2

New Applications

None		
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Notifications

CA/19/10128	8 Newing Close Littlebourne Canterbury Kent CT3 1UX Proposed 1 no. roof light to side elevation along with conservatory to rear elevation.	Revised plans – LPC no objections GRANTED 13/02/2020
CA/20/00025	Proposed front extension along with single-storey rear extensions. 16 Jubilee Road, Littlebourne, Canterbury CT3 1TP	GRANTED 19/02/2020

Trees

CA/20/00264	Felling licence application for conservation area at Weir Lodge- Forestry Commission reference 019/4266/2019 Weir Lodge Nargate Street Littlebourne Canterbury Kent CT3 1UJ	APPROVED 19/02/2020
CA/20/00339	T1) Pine tree, T2) Hawthorn tree and T3) Leyandi tree on side boundary to fell.	No objections from LPC

	46 Nargate Street Littlebourne Canterbury Kent CT3 1UJ	
CA/20/00479	TG1 - Line of large Leylandi - Reduce in height by 50% and trim front side Little Stour Farm Nargate Street Littlebourne Canterbury Kent CT3 1QJ	

**LITTLEBOURNE PARISH COUNCIL
FINANCIAL REPORT TO THE MEETING, 4 MARCH 2020**

APPENDIX 3

(A) FINANCIAL MATTERS

- (a) RECEIVED the bank statements for January 2020, and RESOLVED the signature of the Chairman thereon;
- (b) NOTED £18.00 will be taken from our account by DD on 16th March for our 1x1 website monthly charge.
- (c) NOTED £92.91 will be taken from our account by DD on 28th March for March's employer and employee pension contributions.

AUTHORISATION OF ACCOUNTS

Payment type	Details	Amount
BACS	Staffing payments March	1362.31
CHQ	Mrs Clayson – litter picking/sweeping	460.00
BACS	First Aid4Less – replacement Defib pads	120.84
BACS	LS&NRMG – subscription for 2020	25.00
BACS	Brook Security – replacement battery for CCTV system	36.12
BACS	Clerks reimbursement for purchase of MS Office & replacement padlock for list gate	133.08
BACS	Expense payments	64.14
BACS	Mickle Creative Solutions – printing of LPC News for March	252.00
CHQ	Millennium Award winners Cheque for 2020	100.00
CHQ	E-Scape computing – Setup and transfer of all files to new laptop	90.00

TOTALS

£2643.49