

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE REMOTE MEETING HELD ON 7 OCTOBER 2020**

Present: Parish Cllr Mick Giles (Vice Chairman)
Parish Cllr Ken Shaw
Parish Cllr Cate Reid
Parish Cllr Brian Hurlow
Parish Cllr Melanie Moore
Parish Cllr Jessica Phillips
County Cllr Michael Northey

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

59. THE VICE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

Cllr Giles welcomed everyone to the Zoom meeting. Apologies had been received from Cllr Farrow (holiday) and Cllr Castle (working) for this evenings meeting.

60. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

61. MINUTES OF THE MEETING HELD 2 SEPTEMBER 2020

A slight amendment was made under item 46. with the replacement of the word side with all. The minutes from the previous meeting were then proposed by Cllr Hurlow, seconded by Cllr Moore and AGREED by all; they will be signed by the Vice Chairman at the next available opportunity.

62. POLICING AND NEIGHBOURHOOD WATCH

A short report had been received from the PCSO, none of which was specific to the Littlebourne area.

63. ADJOURNMENT

There was none

64. COUNTY COUNCILLOR

Cllr Northey had two topics to mention this evening;

Flu vaccinations

Kent residents are encouraged to get their flu vaccine as new Public Health England (PHE) research suggests that people infected with both flu and COVID-19 are more at risk of severe illness and death.

Flu kills on average 11,000 people in England each year and hospitalises many more. Adults at high risk from flu are also most at risk from COVID-19 and the free vaccine is more important than ever, to help protect people in the South East from a double threat this winter.

This year, the programme is being expanded to help protect people from flu and ease pressure on the NHS and urgent care services.

The health system is working to provide the free flu vaccine to 30 million people, the highest number on record:

- All primary school children and, for the first time, Year 7 children will be offered the flu 'nasal spray' in schools to reduce community transmission. Two and three-year olds will be offered the vaccine through their GP.
- The most vulnerable, including adults aged 65 and over, those with long-term health conditions and pregnant women, will be offered the flu vaccine first through their GP or pharmacy.

- The flu vaccine will also be offered to household contacts of people on the NHS Shielded Patient List and all health and all social care workers who have direct contact with the people they care for.
- Once uptake has been maximised in the most at-risk groups, the newly eligible 50-64-year olds will be invited for vaccination later in the season. Anyone who is 50-64 years old with long-term health condition should be vaccinated earlier in the season, in line with all others in risk groups.

30 MPH limit

Cllr Northey explained that his Members Fund will become inoperative at Christmas as we are coming to the end of the 4 year term and the money cannot be rolled over, thus we need to move forward quickly with this scheme so he is able to still provide funding. Cllr Northey suspects Highways will have no money to put into the scheme, so it is down to LPC and his Members fund to finance.

Cllr Giles expressed his disappointment over the lack of communications from Kent Highways and the yet unexplained increase in the cost for this scheme.

Cllr Reid thanked Cllr Northey for ringfencing this money for us during this time period and urged that we move forward on this one and pursue the change in figures at a later date.

The scheme comes in at £6804 or £13,661 with the red carriageway markings (too much). Cllr Giles said that LPC were willing to contribute £1000 towards the works (this figure had been previously AGREED and all Cllrs present were happy with this amount), Cllr Northey said he would contribute the remaining £5800 so the scheme could go ahead. Clerk to email confirmation to Cllr Northey on Friday morning who would then get the ball rolling.

65. PLANNING/TREES

Planning items were noted as per Appendix 2 – attached at end of minutes.

No new applications this month.

It disappointing to see The Anchor application had been granted (three houses rather than the original two).

Planning Committee Call in arrangements

CCC are proposing a change to the current call in arrangements for planning applications. At present if a parish objects to an application and agree to speak at committee, the application has to be reported to committee (not decided under delegated powers), this is also the same if objections are received from 4 or more people. CCC want to remove this right, which would mean only the Ward Cllr can call it in. We would then need to involve our City Cllr with any planning issue that we were objecting to.

This is being discussed today, 7th October at The Governance Committee. Cllr Treacher, Chair of Canterbury Area KALC has taken a stance on behalf of the parishes and we have sent our support to KALC and our objection to CCC. Our Cllrs spend time looking at planning applications, using their local knowledge and consulting residents, the parish views should be regarded as valuable to CCC. The number of applications that are called in by parishes is very small, so these powers do not appear to be abused, but merely used for applications that require further consideration.

66. FINANCE

AUTHORISATION OF ACCOUNTS There were receipts of £3865.00 NOTED for this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £784.90

together with Appendix 3a presented at the meeting totalling £2490.12 was unanimously AGREED. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

BUDGET EXPENDITURE SPREADSHEET

The previously circulated Budget Expenditure sheet for the 2nd quarter was discussed. The Clerk explained that we had not yet spent the capital grant (which was for the toilet project) or the money set aside for new assets (gate & gym piece) these would be pursued further now.

67. CLERKS REPORT CORRESPONDENCE

A. Emails from several residents

Regarding possible development on Mounts land and expressing their wish to be involved in any objections. Clerk will keep a list of those wishing to be involved.

B. Email from Mayor of Fordwich

Explaining their plans to form Fordwich Historic Country Park

All other correspondence was noted.

CLERK REPORT

WEBSITE ACCESSIBILITY

Cllr Moore and the clerk have changed the colour contrast on the website which was causing problems with compatibility. The Clerk has now completed the automated testing of the whole website and loaded the Accessibility Statement onto the website. All issues highlighted in the testing have now been rectified and retested.

TREE WORKS ON REC

Clerk has submitted an application to CCC to carry out works to 12 trees on the Rec. The ones in the playarea were highlighted on the ROSPA report and some are very close to overhead cables along Jubilee road. The two Limes in the carpark are also hanging very low for vehicles parking under them. Also allowed for works to the large Limes on the rec to remove the epicormic growth and the Hawthorn growing at the back of the club which has become too large and is overhanging the footpath.

LPC NEWS

Has gone to print for October instead of September, includes article from Chairman on potential local plan sites within the village.

FLYTIPPING

A number of items have been dumped on the triangular piece of land on Court Hill. Clerk has photographed and sent detail to Community Warden and PCSO. Cllr Moore reported that CCC have been and removed some of this but the tyres remain.

REPLACEMENT GYM EQUIPMENT AND SELF CLOSING GATES

Clerk is seeking quotations for replacement items. We have £1800 in the budget for this year to replace a back to back item (then to replace one each year going forward). We also agreed to replace the gate out onto the main road with a self-closing one, clerk seeking quotations for this also.

68. KCC PROW WIER FOOTPATH

PROW have now made a decision as to how to move forward on this matter, concluding that the original proposal offers the best long term solution for walkers. The riverside route is not considered a suitable option due to the existing pinch point between the property and the mill race. The Order has been written to divert CB174 and extinguish a short section of CB173.

Cllr Shaw raised concerns over the future plans for this property, the driveway has been considerably widened and a lot of hedgeway removed, the old alleviation channel that ran across the drive has been filled in. It was also pointed out the footpath had been moved temporarily for safety grounds while building took place, yet so far no building has commenced, everything has just been covered in hand standing.

Cllr Shaw proposed that LPC claim the current walking route as a public right of way, hence object to the proposed change of routing for CB174. This was AGREED, 3 votes for, 3 votes against, Chairman's casting vote for.

The following to be submitted to PROW by 12th October deadline;

LPC does not object to the extinguishment of a section of footpath CB173 to enable an extension to the property to be built, as in reality this section of the footpath does not exist and has been unused for many years, however LPC does object to the proposed alternative route for CB174. The footpath currently walked should become the definitive route as it is known to have been used since 1953 and probably for many years previously. LPC feel strongly about the diversion away from this route and will thus seek to pursue a claim for this as a right of way as it has been used without restriction or obstruction for at least 67 years.

69. PUBLIC TOILET UPDATE

Cllr Moore now has the revised drawings for the toilet scheme, which means a reduction in the floor level in the existing boiler room, which negates the need for a ramp up (which was taking up too much room). Cllrs AGREED to move forward with this scheme, the next step being to apply for planning permission.

70. FLAG LOGO

Two options had been produced from the LPC logo. It was thought that on a rectangular flag it might look lost in the middle, Cllr Hurlow suggested some hops could be added either side, as this is very much part of Littlebourne history. The word Littlebourne should be straight along the bottom, underneath the logo. Cllr Giles said the Community Fund would cover the costs involved in drawing a new design. Cllr Moore to speak with Mickle to draw up this design.

71. SHOP VALLEY GUTTER WORKS

Having studied the Payment Agreement between LPC and 4VPO and also the Codicil to accompany it, it would seem the proper way to deal with this expenditure is for the 4VPO to pay for the works, then at the year end when our portion of the rent is calculated, this expenditure is deducted as per the formula in the agreement. Clerk to respond to Robert Spencer so the works can go ahead.

72. REQUEST TO PLANT CROCUSES ALONG ROADSIDE- WORLD POLIO DAY

A request has been received from Mr Anderson on behalf of the Canterbury Rotary Club to donate some crocus corms for planting in the village near to the bus stop, outside the shop to mark World Polio day on 24th October. The crocuses are purple in colour as the children are dabbed with purple dye on their finger to stop them coming round a second time (they get a sweet or toy first time). Everyone was in agreement this was a great idea. Clerk to respond to say please go ahead and speak with Mrs Clayson to see if she is willing to plant them.

73. REQUEST TO SITE COFFEE TRUCK IN LONG CARPARK

A request had been received to site a horsebox coffee shop in the grounds.

Concerns raised that it would need to be parked close to the hall for power supply otherwise the generator would be needed (which would be noisy and not acceptable at this location). Anywhere would still take up parking spaces, which was why the previous application was turned down. Parking space is far too valuable for the hall and rec.

The other concern is the direct competition with the shop, they sell coffee and hot pastries, we need to support the village shop in the first instance.

It was AGREED that this could not be allowed. Clerk to respond to applicant.

74. LPC MEETING DATES FOR 2021

The following meeting dates were AGREED for next year. Clerk to book with hall.

6th January 2021

3rd February 2021

3rd March 2021

17th March 2021 – elector's meeting / Annual Parish Meeting

7th April 2021

5th May 2021

2nd June 2021

7th July 2021

(No meeting in August)

1st September 2021

6th October 2021

3rd November 2021

1st December 2021

75. ANY OTHER BUSINESS FOR INFORMATION ONLY

Cllr Reid announced that the WMH was partially reopening – the main hall only at this stage. This would be for the uniformed organisations and the exercise classes. There is a one-way system in place for entering the building, only the accessible toilet is in use and there is a special Covid-19 hire agreement that must be completed by hirers. This will be under review from the hall committee on an ongoing basis.

Cllr Phillips mentioned that she would like to set up a project to plant some community trees to offset those that have been removed around the village. She hopes to involve the local schools too. Possible locations suggested; Cherry Orchard, land to rear of The Maltings, or dotted around the village on verges etc.

Cllr Shaw mentioned his roof was to be rethatched in November and wondered if some of the children at the school might want to come along and see. Cllr Phillips to mention this idea to the school.

Cllr Giles thanked Cllr Northey again for his contribution and for coming this evening. The meeting closed at 8.40pm.

Dates of future meetings: 18 Nov, 2 Dec 2020.

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL
PLANNING REPORT, 7 OCTOBER 2020**

APPENDIX 2

New Applications

None		
------	--	--

Notifications

CA/20/01524	Variation of condition 02 of planning permission CA/18/01658/LB for application for listed building consent for internal and external alterations to public house to facilitate change of use to 2no semi detached dwellings to allow amended internal layout. 2 Bekesbourne Lane, Littlebourne, Canterbury CT3 1UY	GRANTED 9/9/2020
CA/20/01189	Erection of a terrace of 3 no two storey dwellings with accommodation in the roof space, together with associated access, car parking and landscaping. 2 Bekesbourne Lane, Bekesbourne CT3 1UY	GRANTED 15/09/2020

Trees

CA/20/01749	Bramley apple: Crown reduction- reduce the height and spread of the tree by up to 3m. Dead Leylandi on roadside-:fell to ground level 64 The Hill, Littlebourne, Canterbury CT3 1TB	CCC no objection
CA/20/01751	Cherry Tree located in rear garden – crown reduction of 25% and crown thin 15% 30 The Hill, Littlebourne CT3 1TA	CCC no objection
CA/20/02097	1 - Lime in carpark, raise canopy by 2m to allow clearance for vehicles to be parked 2 - Lime in carpark, raise canopy by 3-4m from ground to allow for clearance for vehicles 3 - Elder, cut back from railings of BMX track and remove lower branches where needed 4- Sycamore in playarea, raise canopy away from toddlers climbing frame and cut top away from power and phone lines	LPC application

	<p>5 - Crab apple in playarea, cut top away from power and phone lines. Trim back epicormic growth.</p> <p>6- Cherry Tree in playarea, raise canopy by 1m to clear away from seesaw and springer</p> <p>7- Cherry Tree in playarea, cut away from phone lines and pavement</p> <p>8- Cherry Tree in playarea, raise canopy by 1 1/2m above core climbing frame</p> <p>9- Field Maple on rec, raise canopy by 1m to allow mower access under</p> <p>10- Lime on rec, raise canopy by 2m and remove epicormic growth around base</p> <p>11- Lime on rec, clear epicormic growth around base</p> <p>12 - Hawthorn by building, remove wooden stake and reduce in size to keep clear of footpath and building.</p> <p>Littlebourne Recreational Ground Littlebourne Canterbury Kent CT3 1ST</p>	
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

**LITTLEBOURNE PARISH COUNCIL
FINANCIAL REPORT FOR MEETING 7 OCTOBER 2020**

APPENDIX 3

(A) RECEIPTS

LPC News renewals	40.00
TOTALS £40.00	

(C) DIRECT DEBITS

1x1 Ionos	Website monthly charge October	18.00
Unity	Bank charges quarterly	22.65
Nest	Clerks pension October	95.71
BT	Phone and broadband quarterly bill	259.51
TOTALS		£395.87

(D) TRANSFER OF FUNDS

Transfer of funds from Lloyds account to Unity account	10,000.00
TOTALS £10,000.00	

(E) AUTHORISATION OF ACCOUNTS

Payment type	Details	Amount
BACS	Staffing payments	1402.90

BACS	Mrs Clayson – litter picking/sweeping/strimming	850.00
BACS	Bourne to Garden – contract mowing	480.00
BACS	Expense payments	12.42
BACS	Vineyard Garden Centre – Fifth Trust works to rec ground	254.30
BACS	Dynamix – payroll services for the quarter	23.40
BACS	Mickle Creative – LPC News printing	252.00
TOTALS		£3275.02