LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING ON 2 FEBRUARY 2022 HELD AT 7PM IN THE LWMH MEETING ROOM

Present: Parish Cllr Peter Farrow (Chairman)
Parish Cllr Mick Giles
Parish Cllr Brian Hurlow
Parish Cllr Ken Shaw
Parish Cllr Cate Reid
Parish Cllr Lee Castle
Parish Cllr Melanie Moore
Parish Cllr Eloise Maxted
Parish Cllr Andrew Fraser
KCC Cllr Mike Sole

Mrs Gail Hubbard, Clerk to the Council
There were no members of public present.

142. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE
The Chairman welcomed everyone to the meeting. There were no apologies but Cllr Maxted to arrive slightly late.

143. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION
Cllr Shaw declared an interest in planning item CA/22/00005 as his house is downstream from the application.

144. MINUTES OF THE MEETING HELD 5 JANUARY 2022
The minutes from the previous meeting were proposed by Cllr Hurlow, seconded by Cllr Giles and AGREED by all as a true record of the meeting. They were duly signed by the Chairman.

145. POLICING AND NEIGHBOURHOOD WATCH
No official reports received. Community Warden Susan Beeney who is currently covering our area while Gary is on long term sick had popped into the LPC office earlier in the week and caught up with the Clerk on any current issues in the village. Clerk to circulate contact details to Cllrs.

146. ADJOURNMENT
There was none.

147. COUNTY COUNCILLOR
Cllr Mike Sole had sent a written report that had been circulated and gave a report to the meeting as follows;
A257 Meeting- Attended this meeting.
Parking in St Vincent's – Cllr Sole had met with some residents to discuss the situation in this road. Ultimately the CCC land (green space) is ringfenced as a housing asset and cannot be used for anything else. CCC are not going to spend money to create parking for non-council tenants in the estate.
Road markings – Cllr Sole has identified road markings in the village that need refreshing and has reported them through to CCC.
Cllr Castle asked if the bay markings in St Vincent's could be refreshed to encourage better use of the bays. Cllr Sole to add to his list.

Cllr Maxted arrived at 7.10pm.

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148. PLANNING/TREES

The planning items were discussed as per Appendix 2 – attached at the end of the minutes.

Site to the rear of The Maltings

LPC had been contacted by concerned residents over the site/plot being cleared adjacent to the CCC owned carpark at the rear of The Maltings. Since Christmas access has been created from the carpark and the site has been cleared of vegetation and fenced. LPC advised that to date no planning application has been received. Clerk has contacted City Cllr Louise Jones to find out if CCC are aware of works going on and if the necessary permission for access is in place.

149. HIGHWAYS

HIP meeting with Highways

Meeting notes had been circulated to Cllrs.

A257 Group

Cllr Reid and Cllr Giles had attended the recent online meeting. The Police are to spend one day per month in each parish on either bike or car. They will report back with the outcome.

Gateway works

Works carried out are not what were agreed with Highways. There is no gate at the new location, the yellow backed sign has been removed from site completely and there is no new village sign. There is currently no impact created with the relocated signage.

Emergency Highways meeting to be called to compile response to KCC Highways. Cllr Sole added once we had compiled our response, he is happy to back us and take forward to Highways.

150. FINANCE

AUTHORISATION OF ACCOUNTS FOR PAYMENT

There were receipts totalling £5.00 NOTED for this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £1455.36 and Appendix 3a totalling £2223.69 were both unanimously AGREED. So it was RESOLVED that the payments set out be authorised – attached at end of minutes

151. CLERKS REPORT

A. Email from resident of Cherry Orchard Estate raising concerns over dog waste being left in residential wheelie bins. Asking if we could place a dog waste bin near the Builders Square. As there is already a dog waste bin provided on Court Hill, it would not be a viable location for another bin, other locations in the village would be a higher priority.

B. Email from a group trying to re-establish the C&V magazine asking for some funding to restart. Clerk to find out exact funding requirements and bring back to LPC.

C. Email from Littlebourne Cubs group asking if they could take on a flower bed on the rec, initially to mark the Queen's Jubilee and then continuing to maintain afterwards. Suggested the flowerbed running alongside the hall, the WI used to maintain this but they have disbanded and nothing has been done for a number of years. Clerk to offer this space to the Cubs.

All other correspondence was noted.

CLERK REPORT

Draft

GRIT BIN FOR LIST
Cllr Hurlow has now put the new grit bin in place on the list and filled with the bags of salt stored in the hall boiler room. The old grit bin has been removed.

MANHOLE COVER
Works now completed in the carpark. Costs to be shared 4 ways as other carpark works are.

REC JUBILEE ROAD ENTRANCE
Quotations for this works have been received and circulated. It was AGREED to go ahead with the quotation from Polo Contractors at £1540.00.

REPLACEMENT GYM EQUIPMENT
Works to be started next week.

PLAYAREA TEACUP
When FLP came out and looked at this item before Christmas they have found that the bearings need changing at a cost of £912 plus VAT. A new unit is not much more. We had the bearings changed in 2018 and there has always been issues with it being stiff. Consider leaving in place until it seizes up then replace with something different, it was felt this was the best course of action for now.

TURNERS ORCHARD TREES
Clerk has given the go ahead for deadwood works.

REPLACEMENT BIN IN PLAYAREA
Installed on 26th January.

WELCOME LETTERS
Letters delivered to approx. 10 new residents in the Laurels as per the electoral register updates for January. By the looks there are approx. 20 homes occupied in the estate now.

HONOURS BOARD
Oliver Manning Press has now made our new Millennium Award board so this and the previous one can go to the signwriters to have the necessary names and dates added.

PARISH ONLINE TRIAL
Currently on trial for 30 days. Several Councillors have been setup and taken a look.

152. LAND TRANSFER AND S106 MONIES
LPC have been informed by our Solicitors that the Land Transfer for the top piece of The List site had been transferred into the ownership of LPC just before Christmas. The registration application will now be made on LPC's behalf. Moat have asked for an invoice to be raised so the Open Space Commuted Sum of £73,800.00 can be transferred into the LPC account. Clerk to action.

153. QUEENS PLATINUM JUBILEE CELEBRATIONS
Cllr Maxted has arranged a Sub Committee meeting this Friday at 7pm in the LWMH lounge to discuss the plans for the Littlebourne celebrations. The Fayre would be held on the Sunday 5th June 2022. The Cricket Club have already been advised they cannot play that day. The hall should be booked out for the day for the event.

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It was AGREED that an invitation should be extended to our Twinning town of Wimille to attend.

154. NEXT LPC NEWS EDITION

The next edition will be February with the following ideas for content.

- Reminder of Millennium Award voting
- APM date
- Land transfer update/The Laurels
- Chairman's update
- Jubilee Celebrations
- Youth van visiting details
- Other village events to advertise

155. RURAL YOUTH SESSIONS

It was AGREED the Rural Detached Youth Worker van can use the long carpark on a Wednesday evening for the next 6 weeks (funding is secured for this period). They will be setup in the carpark from 5.30-7.30pm offering free activities for the 11-18 year old's. Cllr Castle to confirm permission to Richard Stephens who is organising.

156. HALL COMPLEX EXTERNAL GROUNDS

Cllr Castle wanted to ask Cllrs if they were happy with him pursuing prices for the black metal style bollards(Manchester type) rather than the current wooden style ones. Cllrs were in agreement that they like the metal style bollards but it would come down to the costs involved. Cllr Castle will be in a position to circulate a draft plan with costs to Cllrs in the next few weeks.

In the short-term expenditure of £120 plus VAT was AGREED for the hire of an industrial pressure washer to clean the carpark. A working party day is hopefully to be setup to do this and other painting jobs.

157. PRACTISE FOOTBALL GOAL

It was felt the quoted costs seemed high and suggested that Leath be contacted to see if they had any spare topsoil that we could spread in the goal mouth.

158. ANNUAL PARISH MEETING 2022

Date moved from March to 25 May in the hope to encourage attendance. All Cllrs to be present and reports from as many Cllrs as possible. Hopefully we could invite a speaker. Usual format of refreshments served from 7pm for a 7.30pm start. Details to be finalised nearer the time. Clerk to book the main hall for this evening.

159. AOB FOR INFORMATION ONLY

Cllr Castle has arranged to meet with the Head at Littlebourne CEP School.
Cllr Shaw mentioned that there are a number of dog walkers using the field where the alleviation channel runs, though there is no actual footpath here.
Cllr Shaw also mentioned there is a rotten willow tree in the field to the rear of no 40 Nargate Street. Farmer Martin Twyman to be advised.
Cllr Giles mentioned there is still no official response from Kent Police on the request for our Speedwatch group to use hand held speed devices.

The meeting closed at 8.50pm

Dates of future meetings: 2 March, 6 April, 4 May Statutory Annual Meeting, 25 May APM, 1 June, 6 July, 7 September, 5 October, 2 November, 7 December 2022.

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Signed…… (Chairman)

Date……...

LITTLEBOURNE PARISH COUNCIL
PLANNING REPORT 2 FEBRUARY 2022 **APPENDIX 2**

Applications since last meeting

CA/22/00005	Two-storey rear extension with first floor balcony to existing dwelling, single storey extension to side including single storey extension over bridge together with raised terrace area and alterations to external materials. Weir Lodge, Nargate Street, Littlebourne CT3 1UJ	LPC would like to see the EA consulted on this application as LPC would like assurance that this application will not interfere with the flow of the river.
CA/21/03095	Single storey side extension, use of roof space as living accommodation and 3no dormers to front and 4no rooflights to rear of main dwelling. 2 School Path, Littlebourne CT3 1XA	No objections from LPC

Notifications

None		

Trees works

CA/22/00033	Remove all deadwood due to proximity to footpath and recreation ground. 3 x Ash trees and 2 x Lime trees Turners Orchard, 58 High Street, Littlebourne Canterbury Kent CT3 1ST	LPC application for works
CA/22/00152	T1- Sycamore Tree to coppice, due to uplifting of the boundary wall which holds back the river during high follow. Coppicing to retain root system which gives the river bank structure. 46 Nargate Street Littlebourne Canterbury Kent CT3 1UJ	No concerns to be raised
CA/22/00060	T1) Willow, T2) Ash T3) Ash) T4) Ash T5) Ash T6) Ash,T7) Ash and G1 reduce by 30%, T8) Scots pine -Fell Weir Lodge Nargate Street Littlebourne Canterbury Kent CT3 1UJ	EA need to be consulted on tree application. Scots Pine right on river bank. No objection from LPC providing EA are happy.
CA/22/00180	T1 - Tree of Heaven (mature): removal of large lateral bough facing house and showing stress in bark - this is potentially dangerous and could fall causing property and personal damage - in front garden, T2 - Ginkgo biloba (mature): removal of lateral branch to improve shape and to reduce leaf surface area that could lead to wind damage, in rear garden.	No concerns to be raised

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	11 High Street Littlebourne Canterbury Kent CT3 1ST	

LITTLEBOURNE PARISH COUNCIL **APPENDIX 3**
FINANCIAL REPORT FOR MEETING 2 FEBRUARY 2022

(A) FINANCIAL MATTERS

(a) RECEIVED the bank statements for December 2021, and RESOLVED the signature of the Chairman thereon.
(b) NOTED the Clerk has submitted the nil return to the Charity Commission for Littlebourne Recreation Ground Trust for the year ending 31st March 2021.
(c) NOTED the clerk has completed the re-enrolment process into the Parish Council pension scheme (NEST) on 31st January, this is required to be done every 3 years by the Pension Regulator. We must submit a declaration of compliance to tell them we have met our legal duties.

(B) RECEIPTS

Mr & Mrs Thomson – peppercorn rent	5.00
TOTALS	**£5.00**

(C) DIRECT DEBITS

1x1 Ionos	Website monthly charge February	18.00
NEST	Clerks pension payment for February	98.58
	TOTALS	**£116.58**

(D) AUTHORISATION OF ACCOUNTS

BACS	The Vineyard Garden Centre – Fifth Trust services	170.56
BACS	Landcare – Hedge cut on Jubilee road side of rec	108.00
BACS	Brook Security – Annual CCTV system maintenance	364.80
BACS	Polo Building Contractors – carpark manhole replacement works (to be split 4 ways as carpark maintenance)	460.00
BACS	FS Property Maintenance – fitting of new bin to playarea and removal and disposal of existing	352.00
BACS	Mrs Clayson – litterpicking/sweeping/strimming Jan	440.00
BACS	Oliver Manning Press – bespoke Honours board	150.00
BACS	Salary payments February	1453.69
BACS	Bourne to Garden contract maintenance Jan	180.00
	TOTALS	**£3679.05**

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