

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 14 NOVEMBER 2013**

Present: Parish Cllr Vivienne Spratt (Chairman)
Parish Cllr Mick Giles
Parish Cllr Cate Reid
Parish Cllr Mike Gallagher
Parish Cllr Geoffrey Barrett
County Cllr Michael Northey
City Cllr Brian Staley

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

120. CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE

Apologies were given from Cllr Ken Shaw (holiday), Cllr Pamela Evans (unwell), Cllr Geof Welch (recuperating) and Cllr Betty Jeffries (recuperating).

121. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were no declarations of interest or requests for dispensations.

122. MINUTES OF THE MEETING HELD ON 17 OCTOBER 2013

Cllr Giles requested a slight change in the wording under item 101 to say that Cllr Spratt conceded this to be correct that Larissa had not been at this meeting. Rather than to imply that Larissa had not been involved at all. It was then agreed to accept the Minutes as a true record of the meeting.

123. ADJOURNMENT OF THE MEETING

There was none.

124. COUNTY COUNCILLORS REPORT

Cllr Northey reported that there will be a Cabinet Committee meeting with regards to The Children's Centre on 5th December. The Committee will then advise Jenny Whittle their decision by the second week in December. Cllr Northey is optimistic that services will be kept, but relocated to the WMH.

Cllr Northey mentioned our request for some winter equipment through his MHF, he is happy to subsidise this. LPC have asked for a grit bin for the village hall, a hand gritter and snow shovel. KCC say the village hall car park being private is not eligible for a bin to be sited there, they now have to consider the siting of a grit bin outside the village hall.

125. PLANNING

The Planning applications and tree works are recorded on Appendix 2 attached to these minutes.

KCC/CA/0317/2013 – Oldridge Woods Lagoons, Swanton Lane, Littlebourne. Variation of conditions 2 (restoration period), 10 (hours of HGV movements) and 11 (traffic management).

The permission for this site to be infilled was granted in Nov 2012 with a condition 11 (which requires further details of access to be agreed with KCC). They have now lodged an application with KCC to amend condition 11 to allow for the filling arrangements to be revised and also to slightly increase the times at which HGV's can access the site from 9.30am to 9am on weekdays and to allow the filling process to take place over 3 years instead of two. The site will be closed in winter months, when roads can be dangerous.

The concerns from LPC are over the new longer timescale, what is there to stop it dragging on for longer than 3 years, if there is not enough material to fill it. The actual contractors

themselves are Thanet Waste, whom LPC have had previously complained about, for allowing their vehicles to come through Littlebourne rather than use major routes. Bringing forward the start time to 9am will cause congestion on the A257 as the school and business traffic are using the road at this time. Also the actual traffic survey document itself is flawed as it talks of average flows, and traffic does not flow at an average rate though the day, it has busy times and quieter times. There have also been many more accidents than are recorded in the report, many are not officially reported. The LPC response would be compiled from these comments and submitted to KCC.

CA/13/02036/FUL -32 Jubilee Rd, Littlebourne. Demolition of 2no outbuildings and side extension of no32 Jubilee Rd and erection of 2no 4 bedroom residential dwellings. The plans have been circulated to all Cllrs, the main concern being the two PROW's cross the proposed access to this site, CB147 and CB143. CB147, the List is used by children to walk or cycle to school, to catch the bus, to visit the shop or recreation ground. It is also used by adults from the estates, the elderly to access public transport, the Doctors and local shop, rambles and many dog walkers. The interaction of two competing groups, traffic and pedestrians makes it an unacceptable regular access for two more houses. This being a track for access for agricultural vehicles only, which was maintained and tarmacked by LPC. A petition letter has been designed and will be delivered by the Clerk to houses in St Vincent's, Court and list Meadows, The Elders and Court Hill, as these are probably the residents that would use the List the most to access the centre of the village. Cllrs will also circulate petitions. Cllrs comments and the results of the petition will be compiled to make the overall response back to CCC by 2nd December.

126. FINANCE

- (a) RECEIVED the bank statements for October 2013, and RESOLVED the signature of the Chairman thereon;
- (b) NOTED our £50,000 6 month fixed term deposit matured on 24th October with a total interest of £175.48
- (c) NOTED the clerk has reinvested £30,000 on a special offer until 12 June 2014 at a rate of 1.01%, a further £10,000 on a special rate of 0.85% until 20 March 2014 and £10,000 on a short term 6 week at 0.5%.
- (d) NOTED £11.99 will be taken from our account by DD for our 1x1 website each month.
- (e) NOTED the Clerk prepared an invoice on 1 November 2013 for Mr and Mrs Luke Thompson of 2b Court Hill for the peppercorn rent for 2013 of £5.00 of the 1 metre wide strip of parish council land they rent as an emergency access to their property.
- (f) NOTED 1x1 internet will take £47.92 by DD on 5/11/13 broken down into 3 mths basic fee £4.99 per month, domain £9.99 per year and website builder plus £4.99 per month. However clerk has now cancelled the website builder element as this is not needed, as we have the 1x1 my website.

AUTHORISATION OF ACCOUNTS

Receipts totalling £715.76 were NOTED. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £2123.92, together with a supplementary sheet Appendix 3a of expenditure presented to the meeting totalling £496.69. These were proposed by Cllr Gallagher and seconded by Cllr Giles it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

PRECEPT BUDGET 2014-15

RECEIVED and AGREED the finance sub-committees draft precept figures for 2014-15 as previously circulated to Cllrs as Appendix 3b. Cllr Barrett explained that they had tried to give no increase on last year's precept, and this had been achieved. He also said that there would

no doubt be a concurrent shortfall from CCC, but we wouldn't know what this will be yet, so a figure to cover this has been included within the precept amount. Last year's concurrent shortfall was £6518 and it was likely to be greater this time. LPC have no other means of making additional income or savings at present. Cllr Giles proposed and Cllr Reid seconded to accept the budget.

Cllr Gallagher mentioned the progress on the 2 signature rule for cheque signing. The DCLG finally laid a Legislative Reform Order (LRO) in draft form in Parliament to abolish the 2 signature rule that currently prevents Local Councils from using electronic payment methods. The press release makes clear that new guidelines would allow Local Councils to use electronic payment methods provided robust anti-fraud measures are in place and that Councils have a sound and comprehensive system of internal control with checks before and after payment. The LRO will now go through the process of being considered by parliamentary committees over the coming weeks. It is a very positive step forward.

The Chairman amended the agenda order at this point for the next item so it could be discussed before Cllr Giles departed.

127. HOUSING

LPC had finally received a response from Southern Housing on the mutual exchange query we made. Their response was as follows;

Query 1: Consulting with the Council on all relets and mutual exchanges

We are committed to the terms of the s106 agreement. Having read the document, there is no clause that states mandatory consultation. On this basis, provided we can evidence that we are abiding by the terms set out, we do not need to consult.

Query 2: Secure tenants with no local connection

Secure tenants do have a statutory right to exchange, which overrides the s106 requirement for the local connection. As discussed we try to comply with the criteria, thereby steering the outgoing tenant to exchange with someone who complies, although if the incoming tenant is a Secure Tenant and they know their rights, legally we cannot refuse it.

However section 2, G of the Agreement states "Applicants shall provide written evidence of their eligibility to the satisfaction of the Developer and the Owner". LPC are the landowner and SH the developer.

The response received from Sanctuary Housing's solicitors who are under exactly the same agreement was;

Clause 3.1 prohibits the Association from allocating or renting out any dwelling within the Development otherwise to an Applicant who meets the criteria in sub sections (1) & (2). The Development is not defined in the extract I have seen and there is a proviso at clause 3.1 "subject to the provisions of clauses 4 and 5" which I have also not seen so I don't know whether these clauses allows for any variance of sub-sections (1) & (2) or clause 3.1.

This means that we would not allow a mutual exchange taking place unless the incoming tenant meets the local connection criteria.

The Chairman and Clerk to work on a response to SH.

128. CHRISTMAS LIGHTS

Cllr Giles said he would deal with the Christmas lights on the tree outside the post office as he had done in the past.

Cllr Giles and Cllr Northey departed at 7.35pm

129. CITY COUNCILLORS REPORT

Cllr Staley reported that 95% of those that had commented on the Boundaries change were against the reduction of City Cllrs from 50 to 38. This reduction would mean a £60,000 saving. The current consultation is now on ward boundaries themselves, Cllrs wards will need to be made up of between 3100-3200 residents for a single ward. The double wards would be much larger and have two Cllrs to represent them. Littlebourne could be put with Bekesbourne and Patribourne to make up the numbers or possibly Fordwich.

Cllr Staley believes that being a Cllr works well when you have the local connection; he lives in the area he represents.

Cllr Staley also mentioned that looking forward there is talk of a unity authority, for the whole of East Kent, which he feels is destructive for localism. With regard to the situation with Ellen Court and losing the local connection criteria, Cllr Staley said he is as frustrated as LPC are. Cllr Spratt said that she is not finished with this yet and will be pursuing further with CCC.

Cllr Staley departed at 7.55pm.

130. CLERK REPORT CORRESPONDENCE

- A. KCC Highways survey requesting feedback on the Highways and Transportation service KCC deliver in the community. The questions include satisfaction with the condition of roads, pavements and street lighting, plus issues relating to highway safety, and levels of congestion. Cllr Gallagher to complete the survey on behalf of LPC.
- B. The Electoral Commission has issued a Consultation paper on "Standing for Election in the UK". The deadline for comments is 18 December. This is an opportunity for the sector to comment on how the rules around standing for election can be better standardised wherever possible and the impact this could have on simplifying the system. The consultation covers a broad range of issues, including:
 - The appropriateness of current qualifications and disqualifications criteria
 - The number of subscribers necessary for each tier or category of election, including parish and town councils
 - Candidate descriptions, including the current exemption for parish and town council elections which allows all candidates to provide a short description, even if they do not stand for a political party
 - Using photographs on ballot papers
 - The objections procedure in relation to nominationsKALC will draft a response, which will include the motion agreed at one of their previous AGMs on the eligibility requirements to stand for election. The consultation would also provide an opportunity to take forward the motion, if passed at their AGM next month, on casual vacancies. That motion calls on Government to change legislation to require 10% (ten percent) of the Parish Electorate to sign a petition to call an election to fill a casual Parish Councillor vacancy (in place of the current requirement of 10).
- C. Fewer people have been using our rural stations in East Kent - including your local station - while numbers travelling by rail nationally have been rising year-by-year. The decline dates from 2009, when High Speed trains were introduced. On the Dover to Faversham and Victoria line, passenger numbers have dropped by 20 to 30% since the 2009 timetable change - Bekesbourne is down 31%, Adisham almost 35%,

Kearsney over 30%... On the Ramsgate to Dover line, Martin Mill has lost nearly 23% of its passengers, Walmer is down 17% ... On this trend, the long-term future does not look good. You are invited to a meeting on Sat.16th November to gather support for setting up a Community Rail Partnership that will act to halt the decline of these rural stations and help the railways do more to offer better access to work, leisure, shopping and education in the surrounding rural areas. With 2/3rds of Kent's accidents occurring on rural roads, the railway is often described as an "under-used resource" with potential to relieve traffic pressures on rural roads from visitors, commuters and rat-runners, whilst encouraging sustainable tourism. Cllr Gallagher has agreed to attend this meeting on our behalf.

- D. LPC had received the Annual Meeting papers and Annual Report for the KALC Annual General Meeting being held at Ditton Community Centre, Kilbarn Road, Ditton, Aylesford on Saturday 23rd November 2013. There are 2 guest speakers for the morning session of this year's Meeting, Mrs Ann Barnes, Kent Police and Crime Commissioner and Brandon Lewis MP, Parliamentary Under Secretary of State at the Department for Communities and Local Government. LPC are not to attend this year.
- E. The Sustainable Communities Act and the new right for Parish Councils to put forward proposals direct to the Secretary of State at DCLGA 4-step process has been formulated by NALC to help Parishes and came into effect on 14th October. The Act embodies the commitment towards localism and empowers communities to make decisions about improvements they want to see in their local area. It provides an opportunity for local people to ask central government via local government to remove legislative or other barriers that prevent them from improving the economic, social and environmental well-being of their area. Parish Councils understand the local communities they represent and are well placed to identify opportunities to support localism. A 4-step process has been formulated by NALC to help Parishes:
- Consult its community as to which ideas residents would like to have considered for a direct proposal;
 - Then formally agree with its community (possibly in response to a local policy problem which can't otherwise be resolved locally) the wording of a formal proposal;
 - Then the Council needs to formally resolve to pass the proposal and send it to DCLG at the Barrier Busting website at <http://barrierbusting.communities.gov.uk>;
 - DCLG then responds saying either 'yes' the proposal is passed (in which case the council uses the Barrier Busting Tracker at the above link to track progress with implementing the proposal) or 'no'. If DCLG say 'no' the council can leave it at that and not re-submit a proposal, or can re-word a proposal and submit it to chris.borg@nalc.gov.uk to ensure that the NALC SCA Board makes a decision as to whether to re-submit it (or not), to DCLG. If the Board says 'no', it must give reasons to the council. In most cases, though, the Board will probably re-submit a (possibly amended) proposal to DCLG on the council's behalf and the same process outlined immediately above is followed.
- F. A letter from Paul Carter, Leader of Kent County Council, regarding KCC's transformation programme "Facing the Challenge". The letter invites key partners to submit views on KCC's proposals, which will be considered at the County Council's meeting on 13th December. The deadline is Friday 15th November, which is an extremely short deadline, but KALC encouraged us to respond if we could. Cllrs to forward comments to clerk, to enable a response to be compiled by 22nd November
- G. An update had been received on the Richborough Connection project. Following the consultation process they have decided to progress with the plans to build an overhead connection from Richborough to Canterbury through the north corridor, this will include the removal of the existing UK Power Networks lower voltage line between Richborough and Canterbury. Within the north corridor they have chosen to follow the

route which passes north of Broad Oak before crossing to Canterbury North Substation (sub option B).

- H. KCC's budget consultation is now available.
There are 2 consultation questions as set out below:

Budget consultation - 2 questions

Q1. Over the next three years KCC has to save approximately £273m out of its total annual spend of £1.43bn as a result of reductions in government funding and the need to fund unavoidable spending increases – such as providing for increased numbers of children brought into care.

Where do you think KCC should look to make these savings?

Radically change the way services are provided to reduce demand and cost

Provide only a basic minimum level of service, with no enhancements

Restrict access to services to only the most needy

A mixture of above

Q2. To preserve some of our most popular services (especially those we aren't required by law to provide such as Arts, gateways, community wardens, apprenticeships, support to business, Kent Freedom Pass), we would need to raise council tax to offset the gap in government funding.

What is your view on this?

I don't want tax increased at all

I'd accept a minimal increase of less than 2% to preserve some services. (Equal to £18 per year for Band C taxpayers – and the maximum allowed without a referendum)

I'd accept a more than 2% rise in order to protect some services from the reductions in funding

I'd accept KCC increasing charges for service users

I'd accept a mixed solution – a low tax increase and some charges to access services where absolutely required. Cllrs have made their comments online.

- I. Cllr Spratt had been contacted by the Head of Littlebourne CEP, as some teenagers had been trespassing on the school playground and using the basketball hoop during the weekends. When challenged by Police they had said the basketball hoops in the community were broken so this was the only one they could use. However they have also damaged some equipment in the grounds. PCSO Elaine Cannadine and Community Warden Gary Moore have both been alerted to the situation. Please if anyone sees the teenagers on site during school closure times telephone the police so that it is logged as an incident, therefore building up any repeated patterns of behaviour.
- J. Communication had been received from Paul Spratt at the cricket club with regard to a variation they would like to make to the store they are building on the rec. They have been asked to clear the equipment from Mr Newings Barn so need to complete the store soon; they have sold the minibus so there are more funds available. The original plan was to build with blocks and then add wood cladding. They are now asking if they could instead, build with blocks and then paint them and grow hedging around the sides. The wood cladding might not be such a good idea at the moment as we have had words carved into the wood at the Youth Shelter that are very undesirable and this could happen at the store. LPC did not have a problem with these changes on the proviso that they kept the hedge cut to just under the eaves of the store for the life of the store and kept the exterior clean and free from graffiti.

However as the store is partly in Turners Orchard the Hall Trust Management Committee would need to be consulted.

CLERK REPORT

OVERGROWN VEGETATION

The clerk has written to several properties asking for vegetation to be cut back to enable the full use of the public footways.

REPLACEMENT BIN FOR ST VINCENTS

The replacement liner and bin cover has now been delivered and Clerk and Community Warden have installed it. The Clerk has asked Serco to start emptying it again.

PLAY AREA INSPECTIONS & GYM SERVICING

The clerk has been trying to arrange a play area inspection. Digley Associates that we have used the last couple of years have gone into insolvency they used to charge £50 standard fee. Three quotations were obtained from RoSPA Playsafety, Wicksteed and Safeplaygrounds. It was agreed that we would instruct Safeplaygrounds to go ahead and inspect for us. This will hopefully be done on Weds 13th November.

Whilst researching it appears that Oggo who installed and serviced the outdoor gym equipment annually for us may have gone under also so we will need to find a new company to service the equipment for us. Clerk to check whether KALC know any details or can recommend anyone for us to use in future for servicing

131. ALLOTMENTS

The Clerk mentioned that she had been contacted by LHS about an issue on the allotments with maintaining the security of the boundary to Court Meadows. A number of plots are rented by Court Meadows tenants and it seems reasonable that a gate to their allotment is acceptable if it is kept secure. However a number of Court Meadows tenants do not have allotments and yet have either just removed a fence panel or have installed a gate – obviously this is a matter of some concern as the allotment site is a working area. LHS asked the clerk to write to Sanctuary Housing asking them to make sure their boundaries are secure, this has been done.

Cllr Gallagher had also spoken with LHS regarding vehicle access to the allotments via the List and he was told occasionally vehicles do park on the list when using the allotments but it was to be discouraged.

132. TWINNING WITH WIMILLE

Cllr Spratt reported that Ladybirds Nursery had booked 11th March for a visit to Wimille, and the French Nursery would be returning here on 6th May. For the Christmas tea on Saturday 21st December 3.30-5pm there is now confirmed 48 adults and 12 children coming from Wimille and a good amount of villagers are to be attending.

133. EMERGENCY BLANKETS

The purchase of 100 emergency foil blankets to be kept in the WMH was AGREED. Cllr Reid to give clerk details so they can be ordered.

134. MILLENIUM AWARD 2014

It was agreed the Millennium Award would be advertised as in the LPC NEWS and on the website and noticeboard asking for nominations in writing to the clerk.

135. LPC NEWS

Cllr Spratt explained that from next year she would like to see a new style LPC NEWS, more glossy and professionally done. To have the cover sheet of our current design in colour would cost £187 more, so clearly a colour magazine is going to be much more expensive. To cover

this it was AGREED to seek more advertisers for next year's editions. December's edition would go to print on Monday in the normal style.

136. THE RECREATION GROUND

A question was raised as to whether the Recreation Club is responsible for their section of roof? Or is it all the responsibility of the WMH? Cllr Gallagher to check the lease to clarify.

137. HIGHWAYS

National Speedwatch day is Thursday 21st November and the speed watch volunteers were hoping to get out in the village that day and were also going to ask Gary the Community Warden to come and help if he was available that day. Cllr Reid said she would also take PC Speedee out on a couple of occasions.

138. 4VPO and Shop

Cllr Barrett mentioned that the Awards Ceremony is to be held on Saturday 23rd November to distribute surplus funds to local charities.

139. AOB FOR DISCUSSION ONLY

The Clerk asked on behalf of Bekesbourne-with-Patrixbourne PC about the possible hiring of the Speedwatch equipment. They currently hire the equipment from Lower Hardres PC but now as clerk of both Littlebourne and Bekesbourne with Patrixbourne it would make much better sense to hire the equipment from Littlebourne. The relevant insurance is held for when in possession of the equipment, there are 8 approved sites in the parish and the volunteers are all trained. Bekesbourne with Patrixbourne would pay £30 per week for the hire of the equipment and only used when agreed times in advance with LPC.

The meeting closed at 9pm.

Dates of future meetings: 12 December 2013

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL
PLANNING REPORT, 14 NOVEMBER 2013**

APPENDIX 2

New Applications

CA//13/01933/FUL CA//13/01943/LB	Whitegate Cottage, 59 Nargate Street, Littlebourne, CT3 1UJ Single-storey rear extension to provide utility space	The Parish Council feel that all elements of design have been taken into consideration on this small extension, and it will improve the property overall. No objections
CA/13/01750/FUL	Land to east of Swanton Lane, Littlebourne Installation of ground based photovoltaic farm (total area 22.14 hectares), estimated output 14.96 megawatts, and associated infrastructure including 11 inverter/transformer equipment cabinets, 2 onsite substations, grid connection and associated works.	The Parish Council feel this is an innovative response to the UK power supply problem. The application has covered most aspects and appears broadly acceptable to parishioners, helped by the fact that it is not permanent and it is utilising a poor piece of land to good effect. LPC would like VOGT to deal with

		the concerns of those residents on The Hill that suffered flood damage in 2001. This appears to not be recorded in EA & CCC records and is thus not mentioned in the Flood Risk Assessment report.
CA/13/02036/FUL	32 Jubilee Road, Littlebourne, CT3 1TP Demolition of 2no.outbuildings and side extension to no. 32 Jubilee Road and the erection of 2 no. 4 bedroom residential dwellings together with associated garages and parking areas.	Response by 2 December In circulation to Cllrs
KCC/CA/0317/2013	Oldrigde Wood Lagoons, Swanton Lane, Off Canterbury Rd, Littlebourne CT3 4AX Variation of conditions 2 (restoration period), 10 (hours of HGV movements) and 11 (traffic management) of planning permission CA/12/606 for the infilling of open lagoons formally used for the disposal of tannery wastes.	Response required within 21 days from 31 st October to County Planning Authority
CA/13/02011/FUL	27 Jubilee Road, Littlebourne, CT3 1TR Proposed single storey rear kitchen extension	Not yet received plans

Notifications

CA/13/01287/FUL	Primavera, 33 Nargate Street, Littlebourne, CT3 1UH Erection of first-floor extension over garage and single and two-storey extension to rear.	GRANTED 28/10/13
CA/13/01609/FUL	7 The Hill, Littlebourne, CT3 1TA Two-storey rear and side extension and alterations to roof.	GRANTED 31/10/13

Trees

30b Nargate Street Littlebourne CT3 1UJ	Reduce the crown of a Horse Chestnut by 1/3	No objections to works However LPC understand this tree to be on land owned by KCC not the residents.
30 Nargate Street Littlebourne CT3 1UJ	Reduce a Silver Birch by 50% in height, away from overhead cables	Expires 10/12/13