

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 19 JANUARY 2012**

Present: Parish Cllr Vivienne Spratt (Chairman)
Parish Cllr Mick Giles (Vice-Chairman)
Parish Cllr Geoffrey Welch
Parish Cllr Betty Jeffries
Parish Cllr Pam Evans
Parish Cllr Geoffrey Barrett
Parish Cllr Mike Gallagher
Parish Cllr Marianne Du Sautoy
Parish Cllr Ken Shaw

County Cllr, Cllr Michael Northey*

KCC Community Warden, Ken Campbell*
KCC Community wardens Supervisor, Michelle Williams*

Guest speaker: Ian Thompson, Technical Director, Environmental Scientifics Group*

Ms Amanda Sparkes, Clerk to the Council
3 x Residents

*For part of the meeting

213 CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE

Cllr Spratt welcomed everyone to the meeting. No apologies for absence were received. She said it gave her great pleasure to present a retirement gift to Ken Campbell and thanked him for all he had done for the village. Cllrs wished him all the best for the future. Ken thanked everyone and reminded Cllrs and residents to telephone the same number for future help.

Cllr Spratt also advised of a thank you letter from Mrs Clayson for her Christmas box.

214. DECLARATIONS OF INTEREST

There were no declarations of interest.

215. MINUTES OF THE MEETING HELD ON 15 DECEMBER 2011

Item 210: should read Cllr Gallagher not Cllr Giles.

With that amendment Cllr Giles proposed and Cllr Evans seconded to accept the Minutes as a true record of the meeting.

216 POLICING, SECURITY AND NEIGHBOURHOOD WATCH

Cllrs agreed that after his retirement Ken's office keys may pass to Michelle Williams, his supervisor, for future access by a replacement warden.

Cllrs also noted that from 18 March PCSO Gavin Dodwell will be moving to the Shepway area. His replacement will be PCSO Elaine Cannadine, she is currently working in Sittingbourne but lives in the Canterbury area.

217. ADJOURNMENT OF THE MEETING

The meeting was adjourned for parishioners' questions. Mrs Cate Reid explained she has been on a training course regarding the digital switchover, and now sought help to identify vulnerable people in the village who may need help. If any Cllrs know of anyone they were

asked to give Mrs Reid details. Over 75 years old people and eligible disabled are being written to direct and offered government help. The Clerk will also put details in the next LPC news.

Cllr Evans' report for the Cherry Orchard Nature Reserve and Riverbank Nature Reserve previously circulated and filed as Appendix 7 with these Minutes was read to the meeting by Cllr Evans. Thanks were recorded to Brett Lewis of the Environment Agency for all his help and advice.

The hawthorns were probably planted as a hedge and have not been maintained so some are now tall trees. Any overhang to be cut back to the fence line has already been agreed. However Cllr Evans presented a compromise that the additional cost to cut down the trees to 3m in height should be shared amongst the residents.

Cllr Barrett commented that when the houses were built this was a hedge 6-8 feet high. Nothing has been done in the 12 years since, so they are now 15 foot high. Sunley Homes gave money for maintenance so these earmarked reserves should cover the cost, especially as one resident loses light in summer.

Brett Lewis pointed out that loss of light legislation does not allow for shading in gardens as an argument, only shading in homes, it also only deals with evergreens. From a wildlife point of view Littlebourne Nature Reserves committee would like to retain the tree structure. Residents may cut back any branches that overhang their garden.

Cllr Jeffries confirmed that Littlebourne Nature Reserves (LNR) gave the land to enable Sunley Homes to provide a footpath and fence.

Cllr Giles felt an occasional tall tree left at full height for the birds would be nice, with the rest cut down to fence height level. Cllr Evans felt the residents would prefer the whole length cut down, and argued that as a nature reserve there is no need or duty to actually maintain these trees.

A resident affected by the trees on two sides of her property advised her solicitor and estate agent did not mention any obligation to retain the trees. She advised she would be happy to see what the compromise could achieve.

Further discussion resolved that the tree height should be just above the fence height, with some variance in height as a good welcomed compromise - provided residents are happy to accept this, and with careful consideration as to where tall trees may be retained to minimise impact on residents. Cllr Evans and Brett Lewis together with a resident present at the meeting agreed to take this forward, and bring details of cost and an agreed scheme to the February parish council meeting. Cllrs resolved that the cost should come from the LNR earmarked reserves.

The meeting continued.

Guest speaker, Ian Thompson, Technical Director, Environmental Scientifics Group, was welcomed to the meeting. He wanted to talk to Cllrs in advance of a planning application to Kent County Council for the Oldroyd wood lagoon ponds at Swanton Lane, next to the old KCC tip. This site is owned by the people who used to have the Tannery and has been used for the disposal of Tannery waste. Whilst the site is fenced, rain continually falls on the lagoons washing and leaching the contaminants out. In summer the lagoons are dry, in winter they are wet. The site is of concern to the environment agency. Some methane gas is bubbling up and the Environment Agency wants this addressed to avoid contamination of the nearby stream. This will be one of the last administrative requirements and liability of the

Connelly family. It will be decades before the heavy metals, such as chromium, deposited here break down.

Ian Thompson explained his company is doing lots of background study to work up the planning application – such as environmental studies, lorry movements, and traffic studies. The intention is to remove the liquid then cap off the lagoons with a physical barrier and gentle domes over the top. There will have to be vents for gas. These could be green felted.

There is some wildlife and bio-diversity interest – a full ecology report by the Kent Wildlife Trust has been undertaken (the site includes slow worms, lizards, adders and potentially dormice.) A bare earth solution with regrowth and retention of brambles will be done for dormice. If settlement occurs further work may be required.

To bring material in to the site will involve taking lorries in. Swanton lane is very narrow and does not allow two lorries to pass each other. Kent Highways advice has been taken – there will be temporary road closures and traffic light management over three separate occasions, and a condition that no lorries to the site will be allowed before 9.30am and after 4.30pm to avoid peak times and to minimise the impact to residents.

The direction from where the material will come is not known and may vary. Improvements will be funded by the owner's family business plus there will be an income generated on site by materials coming in to the site. Cllrs commented that the lorry drivers need to be told not to rely on their SAT Navs.

Ian explained he is putting together a planning application now to include all the studies. KCC will then put this out and the parish council will be a consultee. The timescale is anticipated that remedial works will start at the end of 2012.

Cllrs thanks Ian for attending, and felt that the scheme has been well thought through and that it is welcomed.

218. **CITY AND COUNTY CLLR REPORTS**

County Cllr, Cllr Michael Northey, confirmed grants to local organisations and the parish council, and also £1000 to Active Tots and £325 to the Afternoon Club from his members fund this year. Cllrs thanked Cllr Northey for this.

He drew attention to Kent Highways correspondence to look at Sign changes to the junction of the A257 and Nargate Street aiming to reduce the number of large vehicles which make the turning into Nargate Street. Cllrs had seen details of a sign for inclusion at the junction and a proposed location map.

These signs are advisory only and as such do not have any legal enforcement attached but being pictorial are good to use where issues with foreign drivers persist.

Cllrs felt the signs would help, but there is some query about proposed locations, plus the need for the same sign at the Church Road Junction with Nargate St. Cllr Spratt presented an alternative 'No entry for lorries' pictorial sign already being used. Cllrs agreed it was less confusing than the one with an arrow. Cllr Gallagher agreed to do a response to KCC with Cllrs comments.

Signage for the A257 '50mph' is still being chased by Cllr Northey.

Bollards at Jubilee Road were also discussed. Cllr Northey confirmed these would be provided from his Member's Highways Fund, even though they would probably need replacing continually from damage in the future. He advised of the need to determine the locations with the parish council. He confirmed he would put in a request after 1 April and this would force

Kent Highways to undertake a full technical study. Cllr Spratt suggested collapsible bollards as long as they are effective, and Cllr Shaw asked why raised kerbs could not be an alternative. Cllr Northey explained the technical study would consider this and other alternatives and their feasibility.

Cllr Gallagher confirmed the traffic committee would determine the locations, with a holding email to Kent County Council officer and Cllr Northey in the meantime.

Badges for speedwatch volunteers have been requested by the traffic committee, to show they are working with the authority of the parish council. All Cllrs were in agreement, and the Clerk was asked to order four badges.

219. **PLANNING**

The recommendations and decisions on planning applications are attached to these Minutes as Appendix 2.

220. **FINANCE**

(A) FINANCIAL MATTERS

- RECEIVED the bank statements for December 2011, and RESOLVED the signature of the Chairman thereon;
- NOTED a payment of £40.80 taken by direct debit on 15/12/11 for Southern Water.
- NOTED that the Clerk undertook the third session of PAYE Sage payroll free training on 4 January 2012.
- NOTED Southern Water statement for the period 17 June 2011 to 19 December 2011 – the account is paid by direct monthly – the balance is currently £14.11 debit.
- NOTED a payment of £165.09 was taken by direct debit on 18 January 2012 for the BT quarterly telephone bill.

(B) AUTHORISATION OF ACCOUNTS

The Clerk ran through the expenditure list previously circulated to Cllrs as Appendix 3 totalling with £2337.73, together with a supplementary sheet of expenditure presented to the meeting totalling £3194.78. Cllr Shaw proposed and Cllr Gallagher seconded and it was RESOLVED that the financial matters and accounts, as previously set out totalling £5,532.51 be authorised for payment. The landscaping invoice for the Cherry Orchard nature reserves clearance work will reduce the ear marked reserves amount held for this site.

(C) LITTLEBOURNE RECREATION GROUND CHARITY - ANNUAL RETURN

Littlebourne Recreation Ground Trust is a registered charity – charity number 299213. NOTED that the Clerk has now updated successfully the Charity details held on the Charity Commission's website to update her as the new Clerk/trustee and update the information held about the recreation ground, its classifications and so on.

NOTED also that the Clerk successfully submitted a nil annual return for the period ended 31 March 2011 via the internet to the Charity Commission on 30 December 2011.

(D) LOCAL BOARDS FUNDING APPLICATIONS

NOTED that the Clerk wrote three funding applications at the end of December for Cllr Northey's Local Boards fund, and these were confirmed as successful on 12 January, as follows:

1. **Historical Documents Display and Storage** – application for £330.
If both this application and the Canterbury City Council's CIFT application are both successful then the parish council grant of £520 may reduce to £190 – or the difference be held as a 'cushion' if the project costs are higher.
2. **Community Noticeboard** – application for £250.

3. **Littlebourne Cricket Club** - application for £450. The Cricket Club have agreed to 'go halves' and the parish council grant originally pledged for 2012 of £650 will now reduce to £425.

(E) **FINANCE SUB COMMITTEE MEETING**

The finance sub-committee, Cllrs Spratt, Barrett and Gallagher and the Clerk met on 6 January 2012 and resolved the following:

Annual Return preparation - NOTED that the Pentins Tax specialists fixed fee to assist with year end return - £1,150 plus Vat has been declined. The Clerk wrote on 8 January to advise them. Instead a fixed fee of £600 from Mrs Jackie Wood has been accepted.

Internal Auditor

NOTED that the Clerk is to ask Mr Peter Bruff, resident and auditor for the shop to consider undertaking the internal audit for the parish council at year end April 2012.

End of Quarter 3 reconciliation and figures

NOTED that the Clerk presented the end of quarter 3 expenditure figures to Cllrs Spratt, Barrett and Gallagher and these were agreed and accepted.

221. CLERK REPORT

CORRESPONDENCE

(a) New Planning Guide "Planning Explained" produced by the Campaign to Protect Rural England in partnership with NALC and funded by the Department for Communities and Local Government. The guide provides an introduction to Neighbourhood Plans and is available as a downloadable PDF at www.planninghelp.org.uk

An E-learning course to help put the guide into practice is also available at

www.ntselearning.co.uk The course is free and available to all – simply self-register to begin.

(b) KALC electronic parish news newsletter

(c) Details of council tax referendums. This does not apply to parish councils for 2012-13 but may apply to higher spending precepting councils in the year after.

(d) TO NOTE that the Clerk completed the play provision for parishes survey from NALC.

The Chairman advised of late correspondence just received from Cardys that remedial works to the site of the proposed doctors' surgery are starting now, even though funding for the build of the surgery is not yet secured. The works being carried out at present are limited to cutting the grass and clearing out around the base of the hedgerow under the watching brief of an experienced Ecologist and in accordance with the approved Planning Conditions. At the end of January the Ecologist brief will be completed, and subject to no dormice or reptiles being located the hedge can be removed. Cardys will also start fencing work to the perimeter of the site, so that once the hedge has been removed, the new vehicular and pedestrian access can be formed, by which time the site will have safe and secure boundaries. Then before the end of February they intend to re-plant the hedge and to commence boundary landscaping and planting work, so that by the time construction work starts the boundaries will start to become established.

Cllr Spratt has also received a message from Dr Sykes that he wishes to talk to her although details are not yet known.

Cllr Spratt recorded thanks to Cllr Gallagher for an excellent report on his response to Public Consultation on Kent Fire and Rescue Service Review. He had agreed at the November meeting of the parish council to submit a response on behalf of Littlebourne Parish Council to the review proposals. Cllr Gallagher and Cllr Welch had attended the January KALC meeting at which a presentation was given by Ann Millington (Chief Executive, KF&RS), which gave an

opportunity to question and discuss the proposals in greater depth. A copy of Cllr Gallagher's report is filed with these Minutes.

PROPOSED CHANGES TO DOORSTEP WASTE COLLECTIONS

NOTED that the Clerk collated Cllrs' responses to the city council's proposed changes to the doorstep waste and recycling collections in 2013, bringing attention to concerns over storage, street clutter and practicalities of the proposal. A copy of the letter was given to Cllrs at the meeting. The Clerk confirmed this letter was acknowledged.

PUBLIC RIGHT OF WAY CB155 ON LITTLEBOURNE RECREATION GROUND

At the December 2011 parish council meeting Cllrs considered diverting the footpath that runs through the football Field/Cricket Pitch and through the Shop, and change it to go around the edge of the Recreation Ground, from Jubilee Road down to footpath crossroads and along the footpath in front of the Youth shelter. The Clerk has made enquiries with the KCC Countryside and Access department about the costs associated with getting a definitive change, the timescale and correct processes to progress this.

Kent County Council currently charges a minimum of £1350 administration fee for processing an application to divert a Public Right of Way. This may increase depending on any additional work required. The applicant is also liable for the advertising costs of publicising the Order, which generally amount to approximately £500 for each advert, depending on the size of the advert and the newspaper used. Statutory procedures require that KCC advertise a Public Path Diversion Order once at the Order-making stage and again at Order confirmation stage.

Due to the vast number of applications received on the grounds of security and privacy, the County Council now only consider such applications where there is a *proven* security risk, which can be substantiated by police reports and/or crime reference numbers.

Additionally, applications to divert Public Rights of Way are dealt with in order of receipt. Unfortunately, the County Council has a backlog of applications and there is currently a waiting list of approximately 18 months before work can begin on a diversion proposal. KCC officers do offer a site visit to discuss any proposal prior to submitting an application.

All Cllrs were in agreement to dismiss the proposal for a diversion, on the grounds of costs and timescale.

LITTLEBOURNE ALLOTMENTS

NOTED that the Clerk is undertaking an audit of all permanent structures and livestock held by the allotment tenants. A survey was sent with an explanatory letter to all plot holders on 1 December 2011 and reminders were sent to non-responders on 6 January 2012.

NOTED that the Clerk has updated the Allotment Agreement wording, and to now include a section listing any structures and livestock, and is sending a signed new agreement to tenants as they return their audit survey, together with a copy of the new future maintenance of the site recently agreed between Littlebourne Parish Council and Littlebourne Horticultural Society, for tenants information.

MEMORIAL BENCH

The Clerk advised she has now met a contractor on site for the installation of the bench. She will contact Kent County Council for permission to site the bench on the grass verge and then proceed with the order.

COURT MEADOWS AND LIST MEADOWS HOUSING CRITERIA

NOTED that until the application form is redesigned the Clerk has written an insert for CCC to put in the booklet explaining about the LPC criteria and advising new applicants to contact the Clerk if they are interested in Court Meadows / List Meadows.

NOTED that the Clerk has reviewed and rewritten the Procedural Note – both an interim review until the new Housing Need Register application form is introduced, and a review after that occurs.

NOTED that in order for the on-line advert (and poster) when a property becomes available to be clearer about the need for strong local connection /criteria to fulfil, in order to be able to bid for the property, the Clerk has re-written the text of the advert.

This will need to be implemented by both Sanctuary and Southern Housing Associations as they devise their own adverts, not CCC. The Clerk has asked CCC to contact these housing associations to ask them to use new text in future and remind them of the strict criteria and the need to contact the parish council as soon as a property becomes available.

NOTED that in order to undertake an exercise of updating the details of those on the city council's housing needs waiting list that have expressed a desire for Littlebourne a letter has been written by the Clerk inviting them to verify their eligibility for the local connection. CCC have agreed to extract all those on their waiting lists wanting Littlebourne and mail merge and send them a letter that if they wish to be considered for Court Meadows/List Meadows they should contact the Clerk for a form for verification. An initial search by CCC suggests in the region of 47 people will be contacted.

The Clerk will cross-reference those who contact her with the archived lists of the originally eligible and interested people in the housing developments and contact any in due course who do not contact her, to ensure everyone is given an opportunity to be on the parish council's own waiting list.

The Chairman asked that thanks be recorded to the Clerk for the excellent work carried out around housing.

BMX TRACK MAINTENANCE

NOTED that the Clerk has had further dialogue with KCC Landscaping services and will finalise in early Feb to make further arrangements. The proposal is to undertake the maintenance the first week in March as the ground will hopefully be dry & the temperature better for seed to take. KCC are booking dates.

222. MILLENNIUM AWARDS

The Clerk advised of four nominations received, these will be emailed to Cllrs and they should record their vote back to the Clerk for collation.

The Chairman reminded Cllrs of the KALC nominations for two parish councillors in Kent to attend a Royal Garden Party. She advised that the Clerk had nominated Cllrs Jeffries and Giles, however the nomination was not successful.

223. NEIGHBOURHOOD WATCH

Cllr Welch advised that there are now a few more roads with co-ordinators together with all parish Cllrs who now receive the email alerts. Cllr Welch is keeping a list of them and their contact details.

224. EMERGENCY PLAN

The Clerk advised that Ickham parish council has requested a copy of the village's emergency plan. Cllrs were happy that she forward a version with any sensitive data and personal details removed.

Cllr Welch advised he is to invite the KCC Emergency Planning officer to the Afternoon Club as a guest speaker.

225. TWINNING WITH WIMILLE

The Chairman explained the signing of the Charter will take place at the Queen's Diamond Jubilee event on 4 June 2012 at mid-day. Cllr Spratt has asked the Kentish Gazette and Canterbury Times to provide a photographer and they have agreed, Wimille council sent a Christmas card and invite to a New Year event. The headmistress of their nursery school contacted Littlebourne nursery and an exchange trip on 15 or 22 May is being arranged. The Clerk has prepared display boards for the parish meeting room to celebrate the twinning with Wimille.

226. QUEENS DIAMOND JUBILEE CELEBRATIONS MONDAY 4 JUNE 2012

Cllr Du Sautoy's update report was previously circulated and a copy filed with these Minutes. Work continues, working towards an all day event.

Cllr Gallagher has confirmed he has spoken to all the uniformed groups in the village except the Guides and all are very interested, in principle, in participating on the day.

227. ANNUAL PARISH MEETING

The Clerk confirmed the hall is booked for 8 March 2012. The event will be advertised in the LPC newsletter, and the editor of Church and Village asked to run text The Clerk will compile a register for residents and non-residents, arrange copies of the Minutes, devise a poster for the noticeboard, and a poster to go inside the Church and Village magazine advertising the event.

Cllrs changed their mind about having a presentation by Rydon Homes at the annual parish meeting on 8 March. They would prefer instead an exhibition for a day and an evening separately, feeling this may well work better and capture comments and allow better questions and answer session in a more relaxed way.

228. HOUSING – ELLEN COURT

Cllr Spratt gave a verbal update of progress. Patios are now being laid and completion is due in May. The Clerk has received information about the bidding processes and some statistics about the city council's management for vacant properties which she will forward to all Cllrs (filed with these Minutes as Appendix 6).

Footpath lighting at the back of the pathway is still also being investigated.

HOUSING NEEDS SURVEY WRITE-UP and RYDON HOMES

NOTED that on receipt of the full write-up of the recent housing survey, from the Rural Enabler at Action with Communities in Rural Kent, the Clerk condensed some of the comments into 'same' comments/suggestions to help with the analysis of it. A copy of this summary version (33 pages) has been presented to all Cllrs.

6 61 surveys were sent, 268 were returned, giving a 41 % response rate. Cllrs resolved that they would like to insist that if the development does go ahead that the same local connection criteria should apply for allocation of tenants for social housing. The survey highlights the need for 26 social houses as a minimum.

Flats and studios were strongly opposed by residents in the write-up. The write-up does not give a complete steer on how any planning application will actually be received by the village. Approximately half of the comments were opposed to any kind of development. The parish

council needs to wait for any applicant from a developer and will then be able to comment on it. An exhibition for residents would be requested at that time.

NOTED that the Chairman and Clerk have been invited to a meeting with Rydon Homes to discuss the contents of the write-up, and to listen to their plans (if any).

229. BINS / DOG BINS

Cllrs CONSIDER the purchase of a new dog bin for Court Hill (the city council have agreed they will add it to their list to empty it), together with the purchase of a new rubbish bin for Scoutlands - the area of woodland between Nargate St and the river where cars park (again, the city council have agreed they will add it to their list to empty it at this location). It was resolved that a better alternative would be to move the scarcely used rubbish bin by the BMX track to Scoutlands (leaving 3 bins at the recreation ground) and move the now redundant dog poo bin in the now fenced play park to Court Hill. The Clerk will book a contractor to arrange this and advise the city council when in place.

230. LITTLEBOURNE NATURE RESERVES -

Cllr Evan's report on the Riverbank Nature Reserve and a copy of the letter for riparian neighbours concerning the state of the river, and proposals to restore it to health (previously circulated) had caused a lot of communication before the meeting.

The Nature Reserve sub-committee wish to take measures to restore the river to health. A letter has been written for riparian neighbours, with proposals for the Riverbank Nature Reserve section of the river, between Butcher's Bridge and the 'duck-bench' on Nargate Street. Last summer, local experts and the Environment Agency have identified that the existing river channel is greatly limiting its wildlife potential through the **over-wide spread of the river's flow** at normal water level, with an associated lack of physical diversity, and secondly the **lack of aquatic vegetation** over most of the Nature Reserve section. Following their assessment, the following habitat improvements have been recommended:

1. Install a series of fixed **flow-deflectors** on alternate sides of the straight section of channel using appropriately sized (flint) gravel, possibly with small logs to retain/stabilise the gravel. During normal and low flows these can help to both narrow and speed-up the central flow and at the same time create sheltered areas for sediment deposition at the margins. The results benefit fish/
2. Install paired, opposite flow deflectors, immediately upstream of the left-hand bend in the river, to help re-scour the poorly-developed pool feature on the bend. Deeper pools are vital as sheltering areas for adult fish such as trout.
3. Replace the existing artificial 'islands' of paving slabs with new **mid-channel gravel deposits**, and/or strategically-placed stands of the aquatic plant: water crowfoot, to benefit nesting water birds and insects and promote greater flow diversity.
4. Install **pre-planted, bio-degradable 'coir' (coconut fibre) rolls** along the sections of artificial bank protection on the left bank (housing side). These provide a stable substrate into which **native river-margin vegetation** can be planted. These rolls are partially submerged, thus providing an ideal rooting medium for native reeds, sedges, irises and broad-leaved plants.

Correspondence about the report was received from the city council's drainage engineer, who commented that whilst supportive of measures to improve the river environment these must not take place if it would increase flood risk to the many houses near the river. In his opinion at times of normal flow the proposed flow deflectors will allow silt and debris to build up behind them and they will gradually increase in size further extending across the river and narrowing the river channel. At times of high flow the deflectors will be a ready obstacle in the river to catch large fallen branches and tree trunks that can extend across the river quickly

catching all manner of debris and damming the river. This would cause localized flooding. The installation of pre-planted coir rolls could cause similar problems and certainly restrict the river once the vegetation is well established.

City Cllr, Cllr Tony Austin, as the chair of LSNRMG also wrote in support of Ted Edwards' observations. The LSNRMG was set up in response to flooding at the beginning of the last decade, with their view that the placing of anything in the riverbed as a possible source of flooding at times of very high flow.

In Littlebourne in 2001 after the serious flooding in the winter of 200/2001, a 'flood relief channel' was constructed parallel to the river, through the adjacent fields, to divert excess flood flows away from the main channel. Tom Reid from the Environment Agency has advised that this flood alleviation channel is not a long stop. It was designed and permanently installed to prevent flooding by taking high flows - above the level of the sluice - around and not through the village.

Cllr Giles and Cllr Welch were particularly vocal, stating that the Nature reserve committee have a remit to support the river bank but not the river bed nor the water. They felt that the sub committee are not acting on the instruction of the parish council.

Cllr Evans argued their remit was to the middle of the river. Cllr Welch accused the sub-committee of being a quango, and that controversial meetings being held in residents' houses was not acceptable and that meeting should be open. Cllr Evans readily agreed to hold meetings publicly in the hall for the riparian owners.

Cllr Giles stated that the council must do anything it can to see free flow for the river to avoid flooding at peak flow. He stated there should be no more objects in the river. To use the bypass channel he felt would surely be detrimental to the river and wildlife.

Cllr Evans explained she wanted to do research and consultation and surveys. The Parish will not be asked to contribute any money for this. The sub-committee's work is currently supported by the Environment Agency, DEFRA, Kentish Stour Countryside Partnership Project, Southern Water, Angling Association, Conservation Society and seventy local residents.

Cllr Evans produced a document from the European Commission "Towards Better Environment Options for Flood Risk Management". Brett Lewis asked if he could speak to this item. The Chairman said no, but agreed he could forward the link to the document so that this may be circulated to all Cllrs.

Cllr Giles stated that the sub-committee would need the permission of the riparian owners; he felt sure they will not give it, and stated the proposals were a non-worker.

The Chairman stopped the exchange as it was rather heated acknowledging that feelings were clearly running very high, and advised that the decisions and any vote was to be deferred to enable more research and information to be presented by both opposing sides. She felt the way forward was to hold a meeting separate to the parish council meeting with additional stakeholders, residents, and Martin Twyman the river bank landlord invited.

231. DIGITAL SWITCHOVER JUNE 2012

The Clerk's report of a briefing session she attended was received and filed with these Minutes as Appendix 6.

The meeting closed at 9.30pm.

Dates of future meetings: 16 February, (8 March – the elector’s meeting / Annual Parish Meeting, 15 March, 12 April, 24 May, 21 June, 19 July, (No meeting in August), 20 September , 18 October, 22 November and 13 December 2012

Signed..... (Chairman) Date.....

**LITTLEBOURNE PARISH COUNCIL
PLANNING REPORT, 19 JANUARY 2012**

APPENDIX 2

New Applications

CA/11/02143/FUL	Littlebourne House, 2 High Street Extensions and alterations to provide additional bedrooms and facilities
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Cllrs felt the application to extend the facility would bring employment into the village. The proposal is nothing but an improvement, with the building being updated and a lift provided for residents. The Clerk will do the response to development management with these comments.

In addition, a mirror on the Green on the opposite side of the road, in order to see traffic coming from Wingham direction would be highly desirable. The Clerk will write to the applicant with this suggestion, and also point out that permission from the Mount family for the mirror would be required.

Notifications

CA/11/01568/FUL	Howletts Wild Animal Park, Bekesbourne Lane Erection of hay barn	GRANTED BY CCC
CA/11/01615/FUL	Manor Farm Barn, Bekesbourne Lane Redevelopment of existing commercial property to provide mezzanine floor, new windows, and new facade treatment	GRANTED BY CCC
CA/11/01851/FUL	37 Nargate Street Alterations to first-floor of garage for use as a home office	Permitted development
CA/11/01681/FUL	51 St Vincent’s Close Erection of detached building for use as self-contained annexe	REFUSED BY CCC
CA/11/01886/FUL	41 Nargate Street (Bungalow next to Old Hall) Demolition of conservatory, erection of single-storey extension to rear of dwelling and formation of vehicular access	GRANTED BY CCC

Trees

None		
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Enforcement - None.