

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 21 JUNE 2012**

Present: Parish Cllr Vivienne Spratt (Chairman)
Parish Cllr Mick Giles (Vice-Chairman)
Parish Cllr Betty Jeffries
Parish Cllr Mike Gallagher
Parish Cllr Cate Reid
Parish Cllr Ken Shaw

PCSO Elaine Cannadine, KCC Warden John Lodge, and
KCC Cllr Michael Northey (for part of the meeting)

Ms Amanda Sparkes, Clerk to the Council

40 residents (38 for part of the meeting)

4 non-residents, including Chris Hough from Rydon Homes (for part of the meeting)

27. CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE

Cllr Spratt welcomed everyone to the meeting, especially guests from outside the village, who included Chris Hough, a Rydon Homes Representative, and Stuart Gremo from Cardy's. Apologies for absence were received from City Cllr Brian Staley, Parish Cllr Pamela Evans (annual leave), Parish Cllr Geoffrey Barrett (annual leave) and Parish Cllr Geof Welch (annual leave).

28. DECLARATIONS OF INTEREST

There were no declarations of interest. However Cllr Spratt explained that in the year 2000 she sold a house in The Hill which Rydon Homes bought. She has no interest in it or their development now. Chris Hough, the Rydon Homes representative confirmed this at this point.

29. COUNCILLORS' RESPONSIBILITIES FOR THE COUNCIL YEAR 2012-2013.

The Clerk had produced a draft table. Responsibility to finalise it was delegated to the Chairman and Vice-Chairman. The final version had been previously circulated and all Cllrs were happy to approve it.

30. MINUTES OF THE MEETING HELD ON 24 MAY 2012

Cllr Giles proposed and Cllr Reid seconded to accept the Minutes as a true record of the meeting.

31. POLICING, SECURITY AND NEIGHBOURHOOD WATCH

The new PCSO for the village, Elaine Cannadine introduced herself. She explained she has been off sick but is now back at work on part-time hours currently. She will be out and about. She urged residents to call 101 to contact her – the call centre know her duties and hours and can email her also.

The new permanent Kent County Council Community Warden for Hersden, Bekesbourne, Patribourne and Littlebourne, Jonathon Lodge, also introduced himself and advised residents should contact him on his mobile.

32. CARDY GROUP LETTER RE DOCTOR'S SURGERY

Cllr Spratt read a letter in full, that had been received from the Cardy Group giving an update since Rydon Home's public exhibition in May 2012. Cardy representatives attended the exhibition and were concerned to hear various comments from the Rydon team and their consultants – all suggesting that the Cardy proposals for the Doctors Surgery off Court Hill were

not going ahead. This is not the case. This could mislead the residents of Littlebourne, especially when asked to consider such a major residential proposal, that also proposes a new doctor's surgery. The village does not need two surgeries. Cardy, the doctors and the parish council worked hard to achieve the current Planning Permission and consent for the new Surgery off Court Hill on CA/09/00640/FUL. The scheme approved is progressing with it – albeit at a slower pace than originally intended due to PCT funding issues with the ongoing rent.

33. FEEDBACK FROM RESIDENTS' SURVEYS RE RYDON HOMES PROPOSALS

Cllr Spratt explained that tonight would not be the only opportunity for views to be expressed. There will be many future opportunities and a sub-committee of Cllrs and residents would also be set up.

Cllr Gallagher gave a short power point presentation of the results of the parish council survey conducted at the Rydon Homes public exhibition. This survey was non-prescriptive and asked only one 'open' question for residents' views, concerns and opinions in their own words.

However his presentation started with basic statistics from the Housing Needs Survey for the village, independently undertaken in November 2011. That highlighted 49% of people in favour of development, but 70% of them only wanting infill development. The need for a new doctor's surgery was also highlighted.

194 survey forms were completed at the exhibition. 75% are against any of the Rydon Homes option presented. There were concerns about the doctor's surgeries duplicating at Court Hill and the Rydon development and other concerns not fully detailed at this meeting.

Cllr Spratt then spoke about the Canterbury District Local Development Framework. She explained the city council's preferred sites for housing will go out to consultation in November, there will be a further consultation in 2013 and ultimate adoption of the document in 2014. So this would set the timescale for any Rydon's development.

She also drew attention to an IPSOS Mori poll recently undertaken by consultants for the city council in relation to its Local Plan. The survey measures attitudes to development in the district. There is a majority support in principle to build new homes. But a swing away if this involves building on Greenfield sites – 70% would oppose in these circumstances and 65% if it leads to an increase in traffic and congestion. 89% feel that homes should not be built until new infrastructure is in place.

34. ADJOURNMENT OF THE MEETING

The meeting was adjourned for parishioners' questions. There were several raised and directed to the Rydon Homes representative, who declined to answer stating that he was in attendance to observe only. Questions included:

- Why did Rydon Homes send surveyors door knocking in the eastern part of the village with a questionnaire that suits their purposes?
- What statistics will Rydon publish and when? Residents were keen to see their results.
- With such a negative response will Rydon still pursue an application?

A resident asked about the parish council's mandate. The Parish Council's press release, released earlier that week was drawn attention to. This states:

"Massive rejection of development proposals by Littlebourne villagers

- A survey of villagers taken at the Rydon Homes exhibition of their development proposals for land behind The Hill and The List in Littlebourne has shown that a massive 75% reject the whole plan and wish the site to remain in agricultural use. Nearly 200 responses were received and of these just 13% were in favour of any

development. The remaining 12% gave no clear indication of their preference, but showed concern for the outcome.

- The survey was organised and carried out by the Littlebourne Parish Council and simply asked for the Resident's concerns, views and opinions rather than asking a series of structured questions that could have been misunderstood or restricted what the respondent might wish to say. The purpose was to enable the Parish Council to formulate an informed response to the Canterbury City Council when it comes to decide on the future of the land.
- The survey papers were checked and counted by five Councillors and every paper has been read and categorised by that group to ensure absolute accuracy. The results are being further analysed to determine the reasons for rejection or acceptance so that a clear picture can be built up to present to the City Council.
- Littlebourne Parish Council asked the Villagers to indicate how they would wish it to respond to the Rydon proposals and it feels that a path has been very clearly shown."

Cllr Spratt also confirmed that the parish council would not support any change of use from agricultural application for Ted Newing's field. She also explained that Canterbury City Council is the planning authority, the parish council is only a consultee, and ultimately the city council will make the decision on whether to grant permission or not, even if the parish council and a number of residents object.

She explained the parish council would form a sub-committee and gather information to submit to the city council. All residents who had attended the meeting had 'signed in' and been offered the opportunity to join this sub-committee. She also explained there has already been information gathered that will not be discussed openly at the meeting. She also urged residents to ask the parish council any future questions and not listen to hearsay.

A resident thanked the parish councillors for the clarity now provided and the timescale information. Another resident suggested that the land should be purchased by the parish council and retained as open space and / or planted with woodland to prevent it from development. Another resident suggested a petition and a further suggested that the land should be registered as a village green to protect it, and another suggested securing the support of the local MP to oppose any application.

There was a short recess while 38 of the 40 residents left the meeting at this point, as did the four non-residents and PC and PCSO.

The meeting continued.

35. KCC CLLR REPORT

KCC Cllr Michael Northey reminded the parish council of the offer of bollards in Jubilee Road – once Cllrs Spratt, Gallagher and Giles have confirmed the desired locations he will put the request in.

Cllr Spratt sought an assurance for the assistance of Kent Highways with any Rydon Homes proposal. Cllr Northey confirmed there are very strict national guidelines to adhere to and it is a very technical matter to get traffic management right.

Cllr Spratt thanked Cllr Northey for resolving the repairs of potholes last week.

36. PLANNING

The Planning applications and tree works were discussed and comments recorded on Appendix 2 attached to these Minutes.

37. FINANCE

(A) FINANCIAL MATTERS

- (a) RECEIVED the bank statements for May 2012, and RESOLVED the signature of the Chairman thereon;
- (b) NOTED a payment of £40.80 taken by direct debit on 15/5/12 for Southern Water.
- (c) NOTED receipt of BACS payment of £434.00 from Canterbury City Council as a payment awarded for Diamond jubilee celebrations.
- (d) NOTED that the Clerk prepared a letter to be signed by both Clerk and Chairman as evidence of expenditure of this city council's £434.00 Diamond Jubilee grant.
- (e) NOTED that the Clerk received confirmation that KCC Cllr Michael Northey would give a grant of £300 for the Jubilee celebrations from his Member's grant fund, and NOTED that the Clerk completed the new on-line acceptance form to facilitate payment of this.
- (f) NOTED that the Clerk wrote a letter for the third time to Serco to change the waste collection contract with effect from 1 April 2012 from the parish council to the village hall management committee, and emailed it on 11 June 2012.

(B) AUTHORISATION OF ACCOUNTS

The Clerk ran through the expenditure list previously circulated to Cllrs as Appendix 3 totalling £2,891.62 together with a supplementary sheet of expenditure presented to the meeting totalling £90.60. Cllr Shaw proposed and Cllr Gallagher seconded and it was RESOLVED that the financial matters and accounts, as previously set out totalling £2,981.68 be authorised for payment.

(C) FIXED TERM DEPOSITS

The Clerk had researched options. Cllrs resolved to set up 3 fixed term deposits: £10,000 on a six-week term, £10,000 on a 3-month term and £10,000 on a 6-month term

38. CLERK REPORT

CORRESPONDENCE

- (a) Notice of the Preparation of Kent County Council's Minerals and Waste Local Plan
- (b) DEFRA Report on Rural housing
<http://www.cchpr.landecon.cam.ac.uk/Downloads/Rural%20housing%20at%20a%20time%20of%20economic%20change%20-%20final%20report.pdf>
- (c) **New approaches to delivering library services**
KCC is looking at ways to keep refreshing their services so that they meet the public's needs; work with communities to find innovative and efficient ways to maintain local library services, and meet their legal responsibilities. Discussions have begun in each district across Kent. People are invited to give their views, put forward ideas, ask questions and comment on the emerging plans for local library services. Find out more at:
http://www.kent.gov.uk/leisure_and_culture/libraries/future_library_services.aspx
- (d) Confirmation from Canterbury City Council that, following consultation with the voluntary sector last year, a small grants pot with an easy to use application process has been created for 2012-13. There is £10,000 to allocate to community groups across the Canterbury District with priority being given to groups who do not receive any other support from the council. The application process is open all year, with the award panel meeting twice within the year. The deadline for the first round of applications is Monday 16th July at 5pm with successful applicants being informed by the end of the month.
- (e) Cllr Gallagher confirmed he attended a Canterbury City Council Planning Forum as one of eight KALC invited representatives. He agreed to produce a report for the July parish council meeting.

MEMORIAL BENCH

The Clerk has overseen the installation of the Memorial bench on Court Hill. Cllr Jeffries reported that a resident had phoned her to say thank you for this. Cllr Spratt agreed to take a photograph and send to the family who donated the funding for it.

BINS / DOG BINS

The Clerk has also overseen the installation of the two new litter bins, located at Scoutlands in Nargate Street and at the top of Court Hill.

DISABLED PARKING SPACE

Cllrs resolved at the 24 May parish council meeting to put disabled signs and writing on the wooden bollards on 2 sides of the bay at the beginning of the car park extension. The Clerk ordered signage and has arranged its installation.

COMMUNITY PUBLIC NOTICEBOARD

With a successful CIFT grant the Clerk placed an order for a new oak doorless community noticeboard for use by the public, to replace the one at the edge of the recreation ground by the shop. This is now installed. The new one is larger and will allow more information to be posted.

LPC NEWSLETTER

The Clerk has compiled Issue 5 (June 2012) of the quarterly newsletter. This includes its first advertiser's advert for 4 editions for £20. There is now a second advertiser on board.

PAT TESTING OF OFFICE EQUIPMENT

TO NOTE that the Clerk is arranging for an electrician to undertake the annual pat testing of the office equipment as per the office risk assessment requirements.

39. RURAL COMMUNITY OF THE YEAR

Littlebourne's application to this Action with Communities in Rural Kent scheme was shortlisted and judges and Romanian visitors attended the village on Monday 18 June 2012. The Chairman, Cllr Reid and the Clerk walked them round the village and showed them the recreation ground, bmx track, play equipment, outdoor gym, Cherry Orchard nature reserve, the Court Meadows social housing, the builders' yard work units, The Barn, St Vincent's Church, Littlebourne school and children's centre and preschool, the Weir and water wheel and river bank nature reserve, Ellen Court, Turner's Orchard and the Youth Shelter. There was then a question and answer session over tea and coffee in the Lounge.

40. THE BARN

The Clerk confirmed the city council officer contact currently is being made redundant, and there are two new contact names that have been circulated to councillors. There will be an art show in The Barn from 23-29 June 2012.

41. PLAYGROUND EQUIPMENT IN THE ELDERS

This is classed as 'category 8' at the city council which means that hopefully it will get improvements made next year.

42. TWINNING WITH WIMILLE AND QUEENS DIAMOND JUBILEE CELEBRATIONS MONDAY 4 JUNE 2012

Cllr Spratt advised the day went well despite the weather. She sent thank you letters to everyone who helped. She also completed the Applause Outdoors evaluation form. She had received a thank you message from the Mayor of Wimille.

Councillors wanted to record thanks to everyone who helped, particularly the Afternoon Club for providing a super lunch for the guests and visitors, and also the WI for their food and drink,

and especially the Recreation Club for their BBQ and who did not want a refund of payment for food provided to the guests and VIPs.

A school exchange trip took place on 21 June. There were 46 children 7 teachers and 2 others. They visited the Barn and The Giant, the Church, played musical instruments, and everybody was fed, with the help of Friends of Littlebourne School. The children then left for a short trip into Canterbury, before returning to Wimille.

On 14 July a 27-seater coach will take residents and councillors for a return visit to Wimille. Residents and councillors are paying £30 each to cover costs, including a free lunch.

43. RECREATION GROUND

1. Cricket store

The Cricket Club are to apply for permission for a store on the recreation ground near the Youth Shelter. A planning application is required as it is classed as a building. The Planning application will be submitted by Littlebourne parish council but the fee will be refunded by the Cricket Club.

2. Flag pole

Cllr Giles advised he tried to put up a flag for the Jubilee event but the flag pole mountings and pulleys are not working. Cllr Shaw offered to see if he can get new parts for it.

44. HOUSING – COURT MEADOWS

The Clerk had been notified and advertised three vacant properties in Court Meadows – a one bed flat, a two bed house and a three bed house. These were available to bid for from 25 May 2012. She wrote to all the people known to the parish council on the parish council's informal housing waiting list, trying to make the system as robust as possible, and alerting them to the option to bid. Cllr Spratt advised of all the different ways a person is able to bid. Bidding starts fortnightly at 8am on a Friday and closes the following Wednesday.

Whilst the three vacant properties have now been allocated and Cllrs satisfied that they have been allocated correctly, the system could be improved.

Cllr Giles commented that the city council's Kent Home Based lettings system does not suit the Littlebourne properties and the village allocation criteria.

The Clerk and Chairman will advertise in LPC News, Church and Village, and the Gazette to encourage eligible people wanting a property, and also those already in Court Meadows or List Meadows and wanting a transfer to contact the Clerk for an application form and to join the parish's informal list.

The Clerk will also write back to those on the waiting list to ask if there has been any change to their circumstances and what they are actually entitled to bid for (not what they might like to bid for).

Cllr Giles suggested a meeting with Sanctuary and Southern Housing associations – and to ask them about the current eligibility of bidders, and lessons learned about re-advertising and allocating with under-occupancy.

45. HOUSING – FOOTPATH LIGHTING ALONG ELLEN COURT

Footpath lighting at the back of the pathway has been investigated over a number of months, from the crossroads through to the Church and School. At the May 2012 meeting Cllrs resolved to go ahead with a preferred contractor's quotation. The Clerk instructed the contractor after the meeting. Cllr Spratt asked the city council if they would pay the full amount

in view of the saving, but if not, a 50% match funding contribution from the parish council should be given from the 'Safety' fund ear marked reserve. No further update yet.

46. LITTLEBOURNE NATURE RESERVES

Cllr Jeffries agreed to circulate the Minutes. There will be an Open Day on 14 July 2012 from 2pm-4pm.

47. LITTLEBOURNE WAR MEMORIAL HALL

Cllr Reid advised the grant for the new under stage storage had been received and work would start at the beginning of July during school holidays. She also advised that the Zumba leader is giving up the classes.

48. ENVIRONMENT

Cllr Shaw advised the telephone pole behind the noticeboard at Ellen Court has a length of wire and connection box still there. He agreed to report this to BT.

49. SPEEDWATCH

Cllr Reid advised she will set up another session soon.

50. HIGHWAYS

Nothing new to report.

The meeting closed at 9.00pm.

Dates of future meetings: 19 July, (No meeting in August), 20 September , 18 October, 22 November and 13 December 2012

Signed..... (Chairman)

Date.....

New Applications

CA/12/00852/FUL	36 St Vincent's Close Two-storey side extension	This application was first advised by the Canterbury City Council as a single-storey extension, but it is actually for a two-storey extension. Cllr Jeffries spoke to the neighbours, who have no objection to the two-storeys. The parish council also has no objection.
KCC/CA/0096/2012	Oldridge Wood Lagoons, Swanton Lane, off Canterbury Road, Littlebourne Infilling of open lagoons formerly used for the disposal of tannery wastes	Further information has been sent to the parish council by KCC. Cllr Jeffries agreed to contact a contact from the environment agency for information.

Notifications

CA/12/00602/FUL	11 St Vincents Close Erection of two-storey extension to side and porch to front elevation of dwelling	Granted by CCC
CA/12/00497/FUL	48 The Hill Replacement of timber with upvc windows	Granted by CCC
CA/12/00500/FUL	3 School Path Application for a new planning permission to replace planning permission CA/09/00308/FUL for a replacement detached dwelling in order to extend the time limit for implementation	Granted by CCC
CA/12/00598/FUL	Swallows Lodge, Littlebourne Road, Canterbury Demolition of existing single-storey detached outbuilding and replacement with new single-storey outbuilding to house games room, study and log store	Granted by CCC

Trees

None		
------	--	--

Enforcement - None.