

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD ON 15 JANUARY 2014**

Present: Parish Cllr Vivienne Spratt (Chairman)
Parish Cllr Mick Giles
Parish Cllr Cate Reid
Parish Cllr Mike Gallagher
Parish Cllr Geoffrey Barrett
Parish Cllr Geof Welch
Parish Cllr Betty Jeffries
Parish Cllr Pam Evans
County Cllr Michael Northey

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

164. CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE

Apologies were received from Cllr Shaw (holiday) and Community Warden Gary Moore.

165. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were no declarations of interest or requests for dispensations.

166. MINUTES OF THE MEETING HELD ON 12 DECEMBER 2013

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

167. KCC COMMUNITY WARDEN REPORT

The clerk read out a report from Gary Moore as below;
It has been a busy time the last few weeks. I have attended several incidences of vulnerable people being scammed by rouge traders and have provided information and help as needed.

There have been several burglaries in the area, which I have attended to help out and provide reassurance to victims.

Home visits to vulnerable residents has increased and I visit approx. 10-12 separate people each week to make sure all is well and offer help.

There is ongoing engagement with youths in the area and I have some good results and am building a good rapport with some.

Since December 15th 2013 I have received exactly 65 telephone calls from local residents asking for help or advice.

I also enjoyed playing Father Christmas at the nursery.

The Councillors asked for their thanks to be passed onto Gary to recognise all the hard work he is doing in Littlebourne.

168. PCSO

Our PCSO Elaine Cannadine is presently off sick, so residents are advised to contact 101 should they require any non-emergency assistance.

It was agreed to write to Canterbury Police Station, copying in Ann Barnes to make a formal complaint regarding the matter of the Littlebourne Youth Shelter vandalism and how the follow

up had been dealt with. We would like to know what the arrangement for pursuing this and other similar incidences is.

169. ADJOURNMENT OF THE MEETING

There was none.

170. COUNTY COUNCILLORS REPORT

Cllr Northey reported back from the meeting held at Littlebourne Children's Centre on Thursday 9th January, that he had attended along with The Chairman and Cabinet Member Jenny Whittle. At the meeting they had discussed the potential for Ladybirds Pre-school to take over the Children's Centre building, allowing them to expand and take on more children. The question of rental is yet to be agreed but Cllr Northey is hopeful that an agreement will be reached.

Cllr Northey mentioned that County Members had been updated twice daily over the Christmas period on flooding matters, so they could keep abreast. The officers had been working flat out during this period due to the flooding and the emergency practices are constantly being renewed.

Cllr Welch gave Cllr Northey and the other Cllrs an update on the water collecting outside his property. He now has some damp patches forming on the internal walls and when the contractors came to try and relieve the water puddles they had concerns over gas pipes to the cottages, so were not keen to begin digging without further investigation.

An email had been sent to KCC and copied to LPC from another resident in Nargate Street with concerns over collecting water outside his property, clerk to ensure this is forwarded on to Cllr Northey for follow up.

Cllr Evans mentioned another current issue in Nargate Street; a pickup truck is constantly parked inconsiderately in the roadway making it particularly difficult for the bus and waste trucks to get past. It makes this narrow road even harder to navigate. Cllr Northey recommended LPC contact CCC to make a complaint that it is blocking the Highway for the waste trucks and other large vehicles.

Cllr Spratt reported that the surface of Bekesbourne Lane has become even worse since all the rain. Many of the potholes that were filled have become loose, especially on the speed humps themselves. Clerk to write an official complaint from LPC to Cllr Northey re the state of the road.

Cllr Northey mentioned that another £2.4 million has been put in in the pot for pothole repairs.

The requested HGV ban for Nargate Street was also mentioned; Cllr Northey recommended we contact Chris Maw at Highways to see if there is any progress.

The Chairman thanked Cllr Northey for all the work he does for Littlebourne. Cllr Northey departed at 7.45pm

171. PLANNING

Cllr Spratt read out part of an email received from Vogt Solar regarding a community benefit fund for green, and/or renewable projects within the parish. The value of the fund is based on the size of the proposed solar farm: £500 per Mega Watt per year for 3 years - so in this case a total of £21,000. This fund would be made available upon successful completion of the build and connection to the national grid, and must be used within 3 years of the completion date. Cllr

Spratt asked Cllrs to start thinking about any possible green/renewable schemes that would qualify for this. One option could be solar panels on the village hall.

The clerk was asked to find out any further details on the 106 agreement for 32 Jubilee Road and to contact CCC enforcement regarding the advertising board for Beechwood Tree specialists to see what can be done to get the board removed after receiving further complaints from a parishioner. Who has also brought to our attention further signs which we must request removal of shortly.

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

172. VILLAGE GREEN UPDATE

Cllr Spratt reported back that KCC had written to Duncan Milne enclosing various information from Rydon Homes and asking further questions. Duncan is to respond following discussions with LPC.

173. FINANCE

- (a) RECEIVED the bank statements for December 2013, and RESOLVED the signature of the Chairman thereon;
- (b) NOTED £11.99 will be taken from our account by DD on 15th Jan for our 1x1 website
- (c) NOTED BT will take £182.86 by DD on 17th January for our phone line and broadband services
- (d) TO NOTE LPC have been awarded the whole amount of capital grant from CCC applied for of £1920.00 to go towards replacement safety surfacing for the toddlers play unit.
- (e) NOTED the £10,000 fixed term deposit matured on 20 December and interest earned of £5.75.
- (f) NOTED the clerk has completed the 3rd Quarter VAT reclaim for a total of £1622.26
- (g) NOTE D the clerk has issued the annual LPC NEWS invoices to current advertisers.

AUTHORISATION OF ACCOUNTS

Receipts totalling £70.17 were NOTED. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £1436.92 together with a supplementary sheet Appendix 3a of expenditure presented to the meeting totalling £777.72. These were proposed by Cllr Welch and seconded by Cllr Barrett so it was RESOLVED that the financial matters and accounts, as set out be authorised for payment.

END OF 3RD QTR BUDGET EXPENDITURE

Appendix 3b is a spreadsheet detailing all expenditure to date, Cllr Gallagher proposed and Cllr Giles seconded this to be a true record. The concurrent expenditure was looked at in more detail as this money must be spent before the end of the financial year. Several projects were put forward that would be covered under this umbrella. Clerk to obtain some quotes for some of the maintenance jobs required and come back to the finance committee.

APPOINTMENT OF SOLICITORS

It was proposed by Cllr Giles and seconded by Cllr Barrett to appoint Furley Page as our Solicitors and AUTHORISE the expenditure on land registration fees as per the estimate received.

174. CLERK REPORT CORRESPONDENCE

- A. Update from Southern Water. Earlier this year they conducted an extensive survey of vulnerable parts of the sewer network in villages along the Nailbourne. When they last wrote they announced that five months of repair work to seal 3.6km of sewers would start in October.

To keep us informed of the progress of that work they can report that they remain on schedule for completion before March, weather permitting. Indeed, to date nearly 3km of sewers have been sealed. All work in the fields has now been carried out. This work was prioritised at the start of the rehabilitation programme so that we could complete it during the relatively dry weather to avoid damaging the land and crops. Work has also been completed in Kingston but is currently in progress in Barham although, with a few exceptions, it will be complete here by Christmas. Work in Bishopsbourne itself is currently progressing while to the north, between Barham and Bishopsbourne, the repair work has been completed. Most of the work between Bishopsbourne and Bridge has been finished but the main part of the project in Bridge will commence in January. Downstream of Bridge, a limited amount of work in Patricbourne and Bekesbourne will begin in January.

In January, a road closure will take place in Bridge to allow the essential repair work to continue. From 6th January for ten days Patricbourne Road will be closed between the Red Lion and Riverside Close, although access for residents will be maintained. This means there will be three-way traffic lights in High Street, Bridge from 2nd January so that we can trench across the road to work on the main sewer. These lights will be in operation for two to three days. They will return for a further two to three days at the end of this phase of the work so that we can permanently reinstate the trench. The dates are dependent on weather conditions which can affect the progress of the work.

These repairs are a critical part of the project and we have opted for the most expeditious way to complete the work. Indeed, during the first seven days we shall be working on three separate sections of the sewer to minimise the length of disruption as much as possible.

At the completion of the project the sewer network serving the valley will be improved, with its ability to withstand infiltration from groundwater greatly enhanced.

However, due to weather conditions, it is difficult to capture all locations where ground water infiltrates the sewers. There is a limited period when such leaks can be identified. They are very much in the hands of Mother Nature and can only test for leaks while the level of groundwater is falling. The optimum time for locating leaks is when the level of groundwater is marginally above the sewer. At this level, and as the groundwater level falls, infiltration is clearly evident. But once the groundwater is well above the sewer or below it, it is difficult to detect where leaks occur.

Because of this, they are undertaking flow monitoring of the sewers to establish whether any areas of high infiltration still remain. They conducted a dry flow survey of the sewers during the summer and, once the repair work has been completed this winter, we shall carry out a wet flow survey to determine whether we have captured all major leaks in the sewer system. If the flow surveys establish that we haven't captured all of the leaks, we shall conduct a further CCTV survey to identify their exact locations and will repair them during the dry weather next summer.

They are committing over £1m to improving the sewer system for our customers along the Nailbourne and ask that you work with us to help keep your sewers clear by not pouring fat, oil

and grease down the drain, toilet or plughole. You will appreciate that cooking fat, which account for two-thirds of all sewer blockages in the UK, can be a particular problem at Christmas. However, there has been a marvellous response to our scheme to distribute fat funnels locally. These plastic devices simple screw onto an old bottle so that, after cooking your turkey, you can simply pour the fat directly into the bottle – and not the sewer.

When full, please take your bottles of fat to the fortnightly Farmer's Market in Bridge where they will be collected and recycled by a charity into biofuel to power vehicles. If you can't get to the market, simply pop your bottle into your waste bin – and keep the fat out of the sewers.

If you haven't yet received a fat funnel, you can collect one at;

- The Mermaid in Bishopsbourne and the Red Lion in Bridge
- Woodlands Hairdressers in Bridge
- Littlebourne Parish Council offices
- Bridge Post Office
- Fortnightly Farmers' Market in Bridge.

- B. Lower Thames Crossing. The Secretary of State for Transport has announced that one of the location options for a new Lower Thames crossing consulted on between 21st May and 16th July this year, known as Option B, has been discarded. Feedback on the consultation showed that Option B received limited support and would frustrate plans for development in the area.

Option B which went through Swanscombe has been removed. Option A, An improved crossing at Thurrock and option C a link from the M2 across through Tilbury, crossing the A13 and linking round to M25 are still a possible.

The Department has also today published a report summarising the responses to the consultation. In response to the important points made by consultees, the Department will carry out more work on the remaining options. A further announcement regarding the consideration of Options A and C (including C variant) will be made as soon as possible. In parallel with work to inform the final location decision, working closely with the Department the Highways Agency have started making preparations for outline design work so that the crossing can be delivered as quickly as possible once the decision is made.

- C. Standing for Election in the UK Consultation Paper

With regard to the above consultation KALC have drafted a letter recommending the following in answer to the 3 main issues relating to Parish/Town Councils that have been raised by their members and debated at the Annual General Meetings in the past few years. These are that:

- The eligibility requirements to stand for election to a Parish Council should be amended so that:
 - No person should be allowed to serve on more than 2 Parish/Town Councils;
 - A Borough/District member should be on only one Parish/Town Council;
 - A person should be eligible to serve on only two tiers of local government.

There are many councillors that currently serve on two or more Parish and Town Councils or serve on 3 tiers of local government who may add valuable input to their councils through their broad knowledge. However, our member Councils are of the general view that, in some areas, local principal authority members were alleged to often try to dominate their Parishes for various reasons and there were concerns about potential conflicts of interest in having too many, sometimes conflicting, positions and workload. This issue is acknowledged in the prevailing Code of Conduct. The 3 criteria

set out above were all agreed by large majorities at one of our Annual General meetings.

- The Representation of the People Act 1983 (Section 36) should be amended to provide an exemption for Local Councils (e.g. Parish and Town Councils) from having to pay for by-election costs. Principal authorities should be responsible for the costs of Parish Council by-elections.

This reflects the significant financial pressures Parish Councils can face from by-election costs. In many cases the costs can represent a significant percentage of the annual precept. This only happens in those District Councils who have not agreed to carry the costs of local democracy. Regardless of this, there is a need to reduce the costs of by-elections.

- With regards to the consultation question on whether more flexible arrangements should be introduced for the receipt of all nomination papers, we would support the Returning Officer having discretion to allow receipt by fax, e-mail, on-line portal or mobile phone provided that there are sufficient safeguards in place to ensure the validity of the nomination.

D. Innovative new NHS service to help people know where to go for treatment(to be used as an article for next LPC NEWS)

The NHS has launched an innovative new service to help people in Kent and Medway to understand where they should go for treatment, especially when they need healthcare in a hurry or late at night or weekends.

The Health Help Now web app can be found online at www.healthhelpnow-nhs.net and is free to everyone who lives and works in Kent and Medway. It functions like a mobile phone app and helps people check their symptoms and find the best place for treatment – showing which services near them are open. It will help people to know when to go to A&E, and when not to.

It breaks down symptoms by age – baby, child, teenager, adult and older adult. This is to make it easier for people to find the right treatment for them. It is thought to be the most detailed and sophisticated local NHS web-app in the country.

Health Help Now has been developed with input from local GPs, hospital doctors, paramedics and other health professionals.

After clicking on age, symptoms and location, people are presented with a list of suggestions for treatment. The most suitable choice for most people is listed first and the other suggestions follow in order. It shows the nearest services and is time sensitive so details whether services are open or closed and provides a map of their location.

Health Help Now also offers advice – such as where to buy children's medication when pharmacies are closed - and links to other useful websites.

The ground-breaking, easy-to-use web app works on smartphones, tablets, laptops and desktop computers.

The web app will initially be available via the website www.healthhelpnow-nhs.net and can be saved to your phone, tablet or computer for easy use. It will be launched as a free mobile phone app in 2014. Anyone who doesn't have internet access is advised to dial NHS 111 for urgent healthcare advice 24 hours a day.

E. The Department for Transport (DfT) has issued a consultation on Local Authority parking strategies. The consultation deadline is 14 February 2014. As you will see via the following weblink https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/263815/parking-consultation.pdf, DfT is inviting views on amending significant elements of local authority parking including:

- Stopping the use of CCTV for on–street parking enforcement;
- Giving local communities and businesses new rights to require authorities to review aspects of their parking strategies such as the level of parking charges and whether all double-yellow lines are appropriate and necessary at particular locations;
- Introducing limited “grace periods” where a driver has stayed in a parking place for a short period before issuing a parking ticket; and
- Updating statutory guidance to local authorities to emphasise a less heavy-handed approach to parking enforcement, and re-emphasise that parking charges and fines cannot be used to as a means to raise revenues.

Please forward any comments to Cllr Gallagher who is formulating a response, by the end of January.

F. Open spaces strategy workshop
CCC have now set up a page on the councils website, please see link below regarding the review of the open space strategy:

<https://www.canterbury.gov.uk/your-council/policy-and-plans/leisure-and-countryside/open-spaces-strategy-2014/>

Following the meeting they have collated comments – see the web link – and are updating the maps. The next step is to publish a set of draft summaries for each type of open space and the revised maps for further comment. This will take place in February 2014.

As we discussed at the meeting we are making enquiries about organizing ROSPA training for parish council “volunteers” to inspect playgrounds

CLERK REPORT

TREE WORKS

The dangerous tree on the path between Turners Orchard and Ellen Court was removed on Monday 30th December and quotes have been sought to remove the fallen lime tree on the rec. Hazelnut Tree Care have been instructed to carry out this works for us and will advise when they are going to do the works.

ADVERTISING BOARDS

Following LPC’s letters the board has been removed from The School House and also the large board in Bekesbourne Lane.

WEBSITE

www.littlebourne-parish-council.co.uk

The Clerk has now finished uploading the website, with the necessary information from the old site plus new and updated information from elsewhere. The old site will no longer be updated,

the information has been removed to avoid confusion and a redirect link to the new site has been out on the front page. After a while the KCC can be removed completely.

Some organisations have more information than others but this can be added as we go along. Please email the clerk with anything that you would like loaded onto the site. Also if you notice something is missing or could be improved please inform the clerk.

175. THE BARN

Cllr Jeffries mentioned they would be holding a fun day at the Barn on Bank Holiday Monday 5th May. Cherry Orchard Nature Reserve will also be open on this day.

176. LADYBIRDS PRE-SCHOOL

Cllr Spratt read out a Thank you note she had received from Carol Childs at Ladybirds thanking the LPC Community Fund for their grant towards the replacement kitchen. The units were fitted over the Christmas break and there are now a few bits such as the tiling to finish. But they hope to invite the Cllrs round when it is all completed to see the finished result.

Cllr Spratt also spoke some more on the meeting held at the Children's Centre to discuss the potential takeover of the building by Ladybirds. There is also a private provider interested in the building. With regard to the WMH being used to offer services formerly held at The Children's Centre, the areas of Barham and Kingston are more deprived of services, so they are hoping to offer more over there. However they might still have storage needs that LWM may be able to assist with.

177. TWINNING WITH WIMILLE

Cllr Spratt had received a note of thanks from the Wimille group that attended for Christmas tea on 21st December; they enjoyed themselves, especially the raffle.

Littlebourne Scouts are hoping to arrange a camping visit from Wimille young people to Littlebourne later this year.

Cllr Gallagher had been given various leaflets on places to visit near Wimille as LPC are hoping to arrange a coach trip to include a visit to an attraction, a meal, followed by afternoon tea in Wimille in the near future.

178. ARRANGEMENTS FOR ANNUAL PARISH MEETING

The APM is to be held on 5th March, the clerk had been trying to secure Richard Knight from the Environment Agency as a guest speaker, and this is still TBA. Clerk to chase tomorrow and get text for an article in C&V agreed by Friday.

With regard to refreshments it was agreed to ask Jane Rice, Lesley Gallagher plus her friend Teresa if they would kindly make the teas and coffees at this event for us.

179. WEBSITE

Thanks were given to the clerk for her work on the new website. All the Cllrs had now viewed the new site and agreed it was much clearer than the old one.

www.littlebourne-parish-council.co.uk

180. ENVIRONMENT

Cllr Evans showed the rest of the Cllrs the plans of the interpretation boards that are to be made up for the Cherry Orchard along with separate plant labels.

Cllr Jeffries mentioned that The Cherry Orchard would like to put a locked storage lean to on the rear of the gazebo; they had received a quote of £130.00. They will discuss this at their next meeting and bring it back to LPC.

Following the cancellation of the Wassailing event at Turners Orchard they are now planning to hold a BBQ and have the Deal Hoodeners perform, from 4pm-8pm on Bank Holiday Monday 5th May. This will follow on from the Barn fun day.

181. HOUSING

The date was agreed for a housing review on 24th January 11am. Details to be circulated by the Clerk to Cllr Jeffries and Cllr Giles in advance. The clerk reported that she had been in contact with Larissa to obtain the new CCC housing application form to check the question relating to local connection had been changed as per our agreement at September's meeting. Larissa confirmed the question had been changed and was currently being used. The form is to be forwarded to the clerk.

182. HIGHWAYS

Cllr Gallagher reported back on the 'Littlebourne; signage for the Bekesbourne Lane gateway. He had obtained a price of £350 for a Littlebourne sign, this would sit nicely on the gate with the 'twinned with Wimille' sign underneath. It was also mentioned that there is no village signage plates when approaching from Court Hill or Nargate Street. Cllr Gallagher to get a price for 3off signs and these further two could be considered at a later date.

Cllr Gallagher also mentioned the email received from resident Mr Brereton who is concerned over the proposed extension of the double yellow lines in Jubilee Road. It was agreed that Cllr Gallagher should contact Mr Brereton and arrange a meeting to discuss this further.

Cllr Reid reported that she and Alan Legge are going to carry out some observations on the activated speed sign and then put out PC speedee and again monitor the activated sign, to see if there is any difference in the number of vehicles setting it off.

183. WAR MEMORIAL HALL TRUST

Over the Christmas period and on previous occasions there have been incidents of a resident regularly parking in the village hall carpark, the resident has been given a letter and reminded that it is not a public carpark.

184. 4VPO AND SHOP

Cllr Barrett reported that finally HMRC had been in contact with him regarding his enquiry on sponsorship, the full response should be received later this week.

185. AOB FOR DISCUSSION ONLY

A thank you letter had been received from Mrs Clayson for her Christmas bonus.

The meeting closed at 10.20pm.

Dates of future meetings: 12 February, 5 March APM, 12 March, 9 April, 14 May Statutory Annual, 11 June, 16 July, 10 September, 15 October, 12 November, 10 December

Signed..... (Chairman)

Date.....

New Applications

CA//13/02429/LUP	23 Jubilee Road, Littlebourne, CT3 1TR Application for a Lawful Development Certificate for the proposed development of a single-storey rear extension under GPDO.	Unsure if LPC will be consulted, possibly just direct neighbours under GPDO.
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Notifications

CA/13/02011/FUL	27 Jubilee Road, Littlebourne CT3 1TR Proposed single storey rear kitchen extension	GRANTED 16/12/2013
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.	Went to development Committee on 07/01/2014 GRANTED 8/01/2014
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.	Went to development Committee on 07/01/2014 Awaiting legal department to draw up section 106 agreement.

Trees

Littlebourne House Residential care home 2 High Street Littlebourne CT3 1UN	Mature Beech tree with several decay brackets on main stem. -Fell Mature Sycamore with large cavity in main stem. - Fell Eight Sycamores. - Fell Tall thin leaning Ash. - Fell Suppressed Sycamore. - Fell Group of self-sown semi mature Sycamores.(approx. 20) - Fell All trees located to the rear of the property .	No objections to works
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