

LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE REMOTE MEETING HELD ON 2 DECEMBER 2020

Present: Parish Cllr Peter Farrow (Chairman)
Parish Cllr Ken Shaw
Parish Cllr Cate Reid
Parish Cllr Brian Hurlow
Parish Cllr Melanie Moore
Parish Cllr Jessica Phillips
County Cllr Michael Northey
City Cllr Louise Jones-Roberts

Mrs Gail Hubbard, Clerk to the Council
There were two members of the public present.

94. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the Zoom meeting. Apologies had been received Cllr Castle (working) for this evenings meeting. Cllr Giles was hoping to attend the meeting but had technical problems connecting so was unable to join.

95. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

96. MINUTES OF THE MEETING HELD 18 NOVEMBER 2020

The minutes from the previous meeting were proposed by Cllr Hurlow, seconded by Cllr Reid and AGREED by all; they will be signed by the Chairman at the next available opportunity.

97. POLICING AND NEIGHBOURHOOD WATCH

Nothing to report from PCSO or Community Warden.

98. ADJOURNMENT

There was none

99. CITY COUNCILLOR

Cllr Jones said her newsletter is about to be circulated round to clerks, the main items being:

- **Business grants** - The new scheme of grants for local businesses is open for applications
- **Littered face masks** - There is an increasing issue of disposable face masks and gloves littering the district. When you see any discarded PPE, please photograph it and sent it to me. The CCC media team are going to collate all the images in a media campaign to demonstrate the huge impact such discarded have on our local environment.
- **Domestic abuse** - coping with the added pressures of lockdown Life for many is tough enough without the added pressures of the pandemic and the stresses brought upon us by lockdown restrictions. Newsletter highlights some of the sources of help.

Corona Virus Law: Who enforces what?

CANTERBURY CITY COUNCIL

- Food and drink retailers
- Hotels and caravan parks
- Assembly and leisure premises

KENT COUNTY COUNCIL

- Non-food retailers
- Car washes
- Self-catering premises (including Airbnb)
- Outdoor recreation including
- Car showrooms
- Auction houses

KENT POLICE

- Not wearing face coverings in retail/public buildings/hospitality
- Not wearing face covering on public transport
- Organising illegal gatherings - more than 30 people
- Failure to self isolate
- Failure to notify employer of instruction to self isolate
- Breaching quarantine

Cllr Reid asked about the 20mph in Sturry and who was paying for this, Cllr Jones explained that as the planning application for the Sturry link road had not been approved the 20mph would not be happening, this was tied into the development.

100. COUNTY COUNCILLOR

Cllr Northey wished everyone a Happy Christmas and reported detail on the following items:

- **Food Voucher provision**

Kent County Council is developing proposals to provide food vouchers to the families of children who are eligible to receive benefits-related Free School Meals ahead of the December school holidays. The scheme would be part of a wider range of measures to help the lowest income households with food and fuel costs over winter. Following on from the council's half-term holiday food voucher scheme, families with children who are in receipt of benefits-related Free School Meals will receive vouchers to spend in supermarkets without the need to apply for them. As part of the proposals, the council aims to have all vouchers distributed well in advance of schools breaking up for the festive period.

- **Tier 3 reaction** – KCC not best pleased for the whole county to have been placed in Tier 3. KCC have 5 teams of military targeting testing in the county. Local contact tracing has now gone live. £6m has been made available as loans to businesses in Kent and Medway. Trading Standards targeted 48 premises and 13 prohibition notices were issued, most businesses are abiding by rules.

- **Brexit Traffic** – Operation 'Fennel'

Kent has capacity for 7000-8000 lorries to be parked (between Dover, Manston airport, the new park at Junction 10a) The French authorities are being very helpful, Calais do not want anymore chaos than we do, so co-operation is good.

- **Salt Bins** – winter salt bins have all been filled ready for the winter
- **30mph moving on A257** – money allocated (from Cllr Northey's Members Fund), just awaiting works to be scheduled, have been promised this will be before the financial year end.

101. PLANNING/TREES

There were none to report.

102. HIGHWAYS

A257 Group meeting

Cllr Giles had been unable to attend this meeting last night due to technical difficulties. Feedback had been received and the main points being:

- Do the Group wait for the individual improvements while they await an overall approach for the A257 or do they go ahead with what's possible? The feeling was to get what works can be done done.
- Questions were being raised over the strength of the Bridge over the Little Stour in Littlebourne, this was strengthened in 1990 was this still able to cope with the weight of the lorries. The A257 group are going to make some enquiries with KCC regarding what the weight capacity of the bridge is.

The Chairman thanked Cllr Northey again for his assistance with the funds towards relocating of 30mph limit at the top of the village as he left the meeting at 7.33pm

103. FINANCE

AUTHORISATION OF ACCOUNTS

There were no receipts NOTED for this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £58.80 together with Appendix 3a presented at the meeting totalling £2439.57 was unanimously AGREED. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

PRECEPT FOR 2021-22

RECEIVED and AGREED the finance sub-committees budget precept figures for 2021-22 as previously circulated to Cllrs as Appendix 3c. It was AGREED the precept was to be set at £39,737, the same figure as 2020-21. Clerk to advise CCC of the requirement by 31st December.

CONSIDER EXTERNAL AUDITORS REPORT FOR ANNUAL RETURN 2019-20

Cllr Reid proposed that the report was ACCEPTED, this was seconded by Cllr Shaw and AGREED by all. The Clerk has already displayed on the notice board and website the necessary documents for the conclusion of the AGAR 2019-20.

104. CLERKS REPORT

PLAYAREA REPAIRS – CRADLE SWINGS

Works give the go ahead to replace 2 x cradle swings, awaiting date for works to be done.

MINI MOTORBIKES ON REC

Complaints had been received from several residents over two occasions of a parent with their small child riding a mini motorbike around on the recreation ground. It is against the law to use mini motorbikes on public parks, pavements, footpaths and various other public places. This matter appears to have discussed on the Littlebourne Residents Facebook Page. Cllr Moore to reiterate this is not permitted on the LPC Facebook page. The Community Warden Gary Moore has also been made aware of the situation.

KCC HIGHWAYS SEMINAR - REPORT

The Clerk attended the online seminar, the main points to come out of this are as follows:

- Explanations of how Highways had managed to deliver its service during lockdown. Once they had realised it was a good opportunity to get works done on the much quieter roads they did, but they did meet supply issues (such as tarmac supplies)

- The Pothole Blitz of £10million will be complete by the end of this year
- A lot of time is being spent on EU transition plans - information on this will come out to the parishes via KALC in due course.
- 20mph – is now a national issue
- Average speed cameras for village sites – these are being looked into as they are being used elsewhere in the country
- A lot of the session was about **Kent Digital** which is going to be their new strategic platform. The plan is parishes will be able to log in and get customised detail in your area, which will give information like which roads were gritted last night, which potholes have already been logged, and inspected etc.

They are planning on holding another Parish Seminar in the Spring

105. REPORT FROM LITTLEBOURNE HORTICULTURAL SOCIETY

Cllr Hurlow reported back to LPC on the current situation with the LHS Committee.

The End of Year Report and accounts had been sent out to Members (this would normally be done at an AGM but due to Covid 19 this was not possible to hold one this year). The report had floated the idea of free plots for committee members (this concept had come from an Allotment law training session attended by Cllr Hurlow, where this was explained, and a case study shown). This had not gone down well amongst the members and has subsequently been withdrawn, all committee members have paid up for their plots in full. There has also been other matters raised by some of the members questioning the committees work and the way it carries out its duties. Three of the committee have now resigned and there seems to be a feeling of little trust towards the remaining committee. The only sensible way forward seems to be to call an election for a new committee to be formed.

On Monday 7th December a covering letter and ballot paper will be sent out to all members asking for nominations to come forward (via email to those with email and hand delivered to those without). This may go to an election, depending if more than 9 come forward. It is unknown at this stage if any of the current committee would re-stand. The election process will be run by the Clerk with nominations coming directly to her in the office.

Cllr Farrow asked if this will solve the situation. Cllr Hurlow hoped this would, good suggestions had been made by members that can be taken forward by a new committee. Cllr Farrow explained that LPC are happy to organise an election but don't want to disempower LHS and also don't want to be managing the allotments directly.

The treasurer has resigned and from Monday the finances will be passed to the clerk until a new treasurer is in place. No bills will be able to be paid during this period.

Cllr Hurlow explained that once there is a new committee it can look at the Constitution and the relationship between LHS and LPC and make any changes necessary to move into the future. This can be done in cooperation with LPC.

Cllr Shaw asked if Cllr Hurlow was going to re-stand. Cllr Hurlow stated he was not releasing his decision yet as this might impact others, he was however not intending to resign as the LPC representative unless the new committee was unhappy with him being involved.

106. KENT BEE PROJECT

Cllr Moore raised this matter on behalf of Cllr Castle who had sat in on a session about this project and wondered if it was something that LPC could consider for the land at the top of the list once it is transferred from Leath. Further information to be sought from KCC on the scheme.

107. CHRISTMAS LIGHTS

The Christmas lights around the hall had been switched on, on Monday and appear to all still work fine, many thanks to Sylvia and Phil Wilson for arranging this again. Cllr Moore proposed that LPC purchase 3 sets of battery powered lights to run along the fence at the front of the long carpark. These had been sourced by Cllr Castle and would be hung by Cllr Moore and Cllr Castle. The solar ones used last year did not have enough light to run properly. This expenditure of £60 was AGREED by all.

108. ANY OF MATTERS FOR DISCUSSION ONLY

Cllr Phillips reminded Cllrs that Stella Byrne, Littlebourne Head is retiring at Christmas and suggested a card and flowers could be presented from LPC as thanks for the fantastic job she has done at Littlebourne CEP. Samantha Killick has been appointed to take over the role in January. Cllr Phillips and Cllr Moore to visit arrange to meet with Stella.

The Chairman wished everyone a Happy Christmas.

The meeting closed at 8.25pm.

Dates of future meetings: 6 January, 3 February, 3 March, 17 March APM, 7 April, 5 May, 2 June, 7 July, 1 September, 6 October, 3 November, 1 December 2021.

Signed..... (Chairman)

Date.....

LITTLEBOURNE PARISH COUNCIL FINANCIAL REPORT FOR MEETING 2 DECEMBER 2020

APPENDIX 3

(A) RECEIPTS

None	0.00
TOTALS £0.00	

(C) DIRECT DEBITS

1x1 Ionos	Website monthly charge December	18.00
Nest	Clerks pension December	95.71
TOTALS		£113.71

(D) AUTHORISATION OF ACCOUNTS

Payment type	Details	Amount
BACS	Staffing payments	1400.19
BACS	Mrs Clayson – litter picking/sweeping/trimming	585.00
BACS	Bourne to Garden – contract mowing	240.00

BACS	Expense payments	14.38
BACS	WMH – replacement fire extinguisher for office	58.80
BACS	St Vincent's Church – donation for delivery of LPC News	200.00
TOTALS		£2498.37