

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING HELD 4 JANUARY 2023 AT 7PM IN THE LWMH
MEETING ROOM**

Present: Parish Cllr Peter Farrow (Chairman)
Parish Cllr Brian Hurlow
Parish Cllr Cate Reid
Parish Cllr Lee Castle
Parish Cllr Ken Shaw
Parish Cllr Melanie Moore
Parish Cllr Andy Fraser
County Cllr Mike Sole

Mrs Gail Hubbard, Clerk to the Council
There was one member of the public, Mr Welch.

103. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman wished everyone Happy New Year and welcomed everyone to the meeting. Apologies had been received from Cllr Mick Giles (family commitments).

104. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

105. MINUTES OF THE MEETING HELD 7 DECEMBER 2022

The minutes from the previous meeting were proposed by Cllr Moore, seconded by Cllr Shaw and AGREED as a true record of the meeting. They were duly signed by the Chairman.

106. POLICING, NEIGHBOURHOOD WATCH & COMMUNITY WARDEN

There were no reports from the Police, the Community Warden had caught up with the Clerk earlier today but nothing specific to report. She had also attended The Village Living Room session in the lounge this afternoon with Cllr Moore and hopes to be able to attend all of these sessions.

107. ADJOURNMENT

There was none

108. COUNTY COUNCILLOR

Cllr Mike Sole reported that he had today signed off our grant for £300 towards The Village Living Room project. The KCC budget consultation report is now out <https://letstalk.kent.gov.uk/budget-consultation-2023-24>

Cllr Sole urged people to report through any potholes that have opened up during the bad weather to Highways so they can be filled as soon as possible.

Cllr Sole has also circulated his monthly report which had gone out to all Cllrs, main points as follows;

- The consultation on the draft Local Plan closes on 16th January. If you have views on proposed developments, like the 3,200 home new town at Adisham, or the controversial traffic zoning scheme for Canterbury, please make your views known – details can be found on the Canterbury City Council website.
- The unpopular Wincheap Gyrotary scheme has been slightly delayed by the developers. I have continued to raise with KCC and other councillors the significant concerns from

residents and businesses. KCC say that they were only involved, five years ago, as a statutory consultee (from a safety perspective) on the developer's scheme prepared to comply with the current City Council Local Plan. If changes are to be made now it would have to be as a result of Canterbury City Council first agreeing them with the developers. At present this is not something that the City Council are prepared to do as they state that the scheme was properly consulted on as part of the planning process

109. PLANNING/TREES

The planning items were discussed as per Appendix 2 – attached at the end of the minutes.

110. FINANCE

AUTHORISATION OF ACCOUNTS FOR PAYMENT

There were receipts totalling £1284.94 NOTED for the month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £495.60 and Appendix 3a totalling £2021.91 were AGREED. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

END OF QTR BUDGET EXPENDITURE SHEET

The spreadsheet as previously circulated to Cllrs was RECEIVED. Concurrent expenditure had already exceeded the grant from CCC and the rest of this expenditure would come out of precept monies. Overall expenditure to be high this year due to the toilet project but a large proportion of this will be funded by a grant from Quinn Estates and CCC.

111. CLERKS REPORT

CORRESPONDENCE

- A. Thank you card from Mrs Clayson**
Thanking LPC for her Christmas bonus this year.

All other correspondence was noted.

CLERK REPORT CHRISTMAS TREE

Will be de-decorated and removed from the ground on Monday ready for collection by the Pilgrims Hospice tree collection service from Thursday 6th onwards.

BENCH REPLACEMENT

The contractor has been given the go ahead for these works and will schedule them in as soon as possible.

112. CANTERBURY CITY COUNCIL DRAFT LOCAL PLAN TO 2045

The LPC response needs to be finalised and submitted by 16th January. Chairman and Clerk to co-ordinate and circulate drafts to Cllrs and Action Group next week.

Resident Mr Welch gave his thoughts on the proposed zoning system for the city centre and asked that LPC include this in our response as it will impact upon Littlebourne residents wishing to access the services within the city centre area and environs. He felt the scheme was bad for the environment, bad for businesses in town and bad for drivers. It was felt that this should indeed be mentioned within our response.

The Chairman asked Cllr Hurlow if the Traffic sub committee could work on a traffic section to be included in the response.

Questions were suggested for the Councillors meeting with Cllr Fitter Harding and Local Plan Officers later this month.

Mr Welch departed the meeting at this point.

113. EV CHARGE POINT

Clerk had received communications through to say there was now funds available to do our EV charge point in the carpark. Clerk has asked for layout drawings and further detail before agreement can be made as site visit was done in June and no further information supplied since.

114. ANNUAL PARISH MEETING PLANS

Due to the poor attendance of last year's APM the general view was a guest speaker should be invited to attend. Perhaps someone to speak on the Local Plan. Cllrs to think of suitable invitees. Cllr Moore advised she will not be present for the March meetings.

The meeting closed at 8.20pm.

Please note these minutes will remain unapproved until the next LPC meeting

Dates of future meetings: 1 February, 1 March, 15 March APM, 10 May, 7 June, 5 July, 6 September, 4 October, 1 November, 6 December 2023.

Signed..... (Chairman)

Date.....

LITTLEBOURNE PARISH COUNCIL PLANNING REPORT 4 JANUARY 2022

APPENDIX 2

Applications since last meeting

CA/22/02447 & CA/22/02448 Listed Consent	Single storey extensions to east and west elevations, replacement single glazed timber window with double glazed timber window to west elevation, new timber window to south elevation, repositioning of gateway in garden wall, replacement external timber door with timber stable door and replacement garden steps to south elevation, removal and repositioning of internal walls and widening and repositioning of internal doorways, removal of steps and levelling the ground floor and removal of fireplace. 1 The Green, Littlebourne, Canterbury, Kent, CT3 1UU	No objection to be raised by LPC
CA/22/02445 & CA/22/02446 Listed consent	Construction of garden wall to side boundary 1 The Green, Littlebourne, Canterbury, Kent, CT3 1UU	No objections to be raised by LPC

CA/22/02629	Single storey rear extension following demolition of existing extension 48 The Hill, Littlebourne CT3 1TA	No objections to be raised by LPC
-------------	--	-----------------------------------

Notifications

None		
------	--	--

Trees works

CA/22/02467	T1 - Conifer tree by the Coach House reduce to 1.5 metres in height, G1 - Conifer hedge along driveway- Fell, T2 - Sycamore in rear garden crown reduce by 25% and crown lift to a height of 4-5 metres, T3 - Sycamore in rear garden crown lift to 5 metres and crown thin by 30%, G2 Beech hedge on rear boundary reduce to 4 metres in height and reduce width by 1m . T4 - Oak Tree in rear garden -Fell, G3 - Sycamore Trees crown lift to a height of 6 metres ,G4 - 4 Yew trees along the side rear boundary of back garden , cut back by 1-2 m to boundary and remove overhanging branches, T5 & T6 - 2 Bay trees to front of property reduce to 2.5 metres in height and shape into individual lollipop shapes. 75 Nargate Street Littlebourne Canterbury Kent CT3 1UJ	No concerns raised by LPC
-------------	--	---------------------------

LITTLEBOURNE PARISH COUNCIL FINANCIAL REPORT FOR MEETING 4 JANUARY 2023

APPENDIX 3

(A) FINANCIAL MATTERS

- (a) **RECEIVED** the bank statements for November 2022, and **RESOLVED** the signature of the Chairman thereon.
- (b) **NOTED** the Clerk has prepared an invoice to LPC Community Fund for the costs of providing the Christmas tree for 2022 totalling £768.08
- (c) **NOTED** the clerk has prepared an invoice to Mr & Mrs Thompson for the peppercorn rent of £5.00 for the strip of land adjoining their property on Court Hill.
- (d) **NOTED** the clerk has prepared an invoice to Quinn Estates for their £15,000 donation towards the toilet project.
- (e) **NOTED** the clerk has submitted a Combined Member Grant application to KCC, following Cllr Soles offer to fund £300 towards The Village Living Room project.

(B) RECEIPTS

UK Power Networks Wayleaves payments	80.08
Zurich Insurance claim for planter on The Hill	900.00
HMRC – 2 nd QTR VAT reclaim	1204.86

TOTALS £2184.94

(C) DIRECT DEBITS

1x1 Ionos	Website monthly charge	18.00
NEST	Pension payment January (30 Jan)	104.65
TOTALS		£122.65

(D) AUTHORISATION OF ACCOUNTS

BACS	Ewart J Clough – 16ft Nordman Christmas tree delivered to WMH	255.60
BACS	LWMH – hire of the lounge for the Village Living Room sessions	240.00
BACS	Mrs Clayson – litterpicking & sweeping Dec	360.00
BACS	Salary payments January (to be paid end of month)	1536.91
BACS	Expense payments	125.00
TOTALS		£2,517.51