

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

Present: Parish Cllr Peter Farrow (Chairman)
Parish Cllr Mick Giles (Vice Chairman)
Parish Cllr Brian Hurlow
Parish Cllr Cate Reid
Parish Cllr Lee Castle
Parish Cllr Melanie Moore
Parish Cllr Andy Fraser
Parish Cllr Nick Posener
Parish Cllr John Sullivan

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

83. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the meeting. There had been no apologies received.

84. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

85. MINUTES OF THE MEETING HELD 4 OCTOBER 2023

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

86. POLICING AND NEIGHBOURHOOD WATCH/COMMUNITY WARDEN

There were no reports received but two new Police Officers have been appointed as local ward officers: PC Jake Angell and PC Dominic Taylor are now covering the rural Canterbury villages.

87. ADJOURNMENT

There was none.

88. CITY COUNCILLOR

Cllr Lee Castle had sent round his written report and added some additional points:

- Delivery vehicles using footpaths in Littlebourne has been raised with CCC
- Some ongoing housing and tree issues in the village have been pursued with CCC
- CCC 2024/25 Budget consultation goes live on 13th November
- Several blocked drains have been reported to Highways

89. COUNTY COUNCILLOR

Cllr Mike Sole had sent round his monthly report, the main points below:

- Attended a meeting about the Wincheap Gyrotory scheme with KCC, who are adamant that the scheme will proceed, albeit it with some minor tweaks.
- Road closures have kept Cllr Sole busy particularly in Bridge and Wincheap.
- As part of the KCC Growth and Economic Development and Communities Committee Cllr Sole had visited Dover District to see the changes they are making.

90. FINANCE

AUTHORISATION OF ACCOUNTS FOR PAYMENT

There were no receipts NOTED this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £206.00 was proposed by Cllr Giles and seconded by Cllr Hurlow and AGREED and Appendix 3a totalling £2,679.33 was proposed by Cllr Fraser, seconded by Cllr Reid and AGREED. So it was RESOLVED that the payments set out be authorised – attached at end of minutes

91. PLANNING

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

CA/23/00484 – 300 Homes on The Hill

Additional comments made to CCC by LPC following the upload of some revised plans. Letters written from LPC to KCC Flood Defence & EA regarding discharge point into Nailbourne. Cllr Giles had also been in direct contact with one of the engineers at CCC with regard to the use of existing pipework for discharge of combined effluents in the Nailbourne.

92. HIGHWAYS

COURT MEADOWS PARKING

Cllr Fraser had met with the Housing Officer from Sanctuary Housing and double yellow lines at the entrance to the road had been discussed due to recent parking issues right by the junction here. Cllr Moore proposed that LPC make a request to CCC for double yellow lines on both sides of the road in Court Meadows to the driveway of the first properties. This was seconded by Cllr Fraser and AGREED unanimously. This reflects the law anyway, which states that you should not park within 10m of a junction.

TRAFFIC SURVEYS

Clerk to chase Highways for date of these surveys as they have not been done as yet.

VILLAGE GATEWAY

Cllr Hurlow asked if we could now get on an install the second gateway on the other side of the road. It was felt it was now a good time to move forward with this as permission is in place from the landowner. Clerk to seek some prices for this.

93. CLERKS REPORT

CORRESPONDENCE

A. CCC Lords Mayors Awards for 2023

The annual Lord Mayor Awards have launched, and we are asking for all parish councils to spread the word. Poster displayed on LPC noticeboard.

B. RACE

Rural and Community Housing Enabling Service - invitation to an online session introducing RACE and explaining what services they offer:

- Undertake housing needs surveys to identify the nature and level of housing need in your community.
- How small affordable housing schemes can be developed so they are only available to people with a local connection
- How they work to support throughout the development of a scheme including finding land
- An option for older homeowners seeking to downsize but stay living in the community.

Session on 8th November 12:30-1:30pm

C. STAGECOACH

Response received to complaint letter sent from last LPC meeting. Thanks for contacting us. We are sorry for the inconvenience this has caused you. At the moment there is a national driver shortage this means that services can be cancelled and withdrawn at short notice. We are currently recruiting and training new drivers to try and ease this situation.

We have passed this feedback on to the local depot. We aim to provide a safe, reliable and punctual service but there are occasions when we are simply unable to run as advertised due to factors outside of our control, such as road works, diversions, exceptional traffic congestion, major events, extreme weather conditions and other unforeseen operating circumstances. Thank you

Stagecoach Customer Service Team

D. CCC Handbook

Forwarded from CCC, this was originally sent out to all City Cllrs but now issued to parishes. Circulated to Cllrs

All other correspondence was noted.

CLERK REPORT

EV CHARGE POINTS

Actual bays were marked last week. Clerk did receive a complaint from someone who had tried on a couple of occasions to charge their car overnight but other non-EV vehicles were parked in the spaces. Chargers are now in use.

GRASS PITCH FUNDING

The Football Club did come back and express interest in LPC applying for this grant. Everything has now been setup on the Pitchpower app and the pitch inspection was carried out on 25th October. We are now awaiting this to be processed and the pitch to be graded, with recommendations of work. We will then be able to apply for the funding.

THE LAURELS

Clerk has added the new playtrail to the LPC insurance (no additional premium) and fixed asset register. Also advised ROSPA to add this to the list for inspecting next summer and created a weekly checklist for completion.

POST & RAIL FENCE

Damaged on corner of Jubilee Road near BMX track. Cllr Sullivan has taken down damaged section. It was suggested that perhaps this stretch be removed as it served no purpose. This is to be looked at further and either repaired or removed accordingly.

TREES IN CHERRY ORCHARD

Clerk was contacted by resident from Cherry Orchard concerned over the Management Company's (First Port) plans to fell two fairly large Ash trees. Hoping to arrange meeting with resident to ascertain which trees.

SPEED HUMPS ON BEKESBOURNE LANE

Highways have refreshed the white markings on the speed humps in Bekesbourne Lane, this was reported through by the Clerk as it was suggested if you were not familiar with the road they were not that obvious as they were very faded.

YOUTH SHELTER

Awaiting quotation for repainting inside and front face.

LIGHTS ON SCHOOL PATHWAY

Ten lamps were replaced this week out of the fifteen. LPC need to consider the replacement of the units as the current ones are deteriorating, some of the gaskets have perished and these types of lamps are being phased out. Clerk to obtain costs for the replacement with LED units, this can be budgeted for next year.

PUBLIC TOILET

Electronic door currently not opening. Possible power surges last week knocked it out of action. Clerk has put out of order signs and contacted the contractor that installed the door. Awaiting visit to repair – due Friday.

94. GROUNDS MAINTENANCE CONTRACT

Cllr Sullivan and the clerk had now finalised the formal contract for signing between LPC and Bourne to Garden for the grounds maintenance on Littlebourne Recreation Ground, The Green and The List track. Although the current arrangement started in 2022, it was felt this contract should be dated currently. The Chairman thanked Cllr Sullivan for his work on this. It was unanimously AGREED that this contract be signed.

95. ALLOTMENT HEALTH AND SAFETY

Cllr Posener gave an update on a meeting he had attended with LHS regarding health and safety on site and risk assessments. Cllr Posener had given some advice from his previous background in health a safety and some improvements were to be implemented.

96. LPC CHRISTMAS TREE

It was AGREED that a similar tree to last year would be ordered in time for the start of December. Clerk to order. Cllr Moore to look at a suitable star for the top, that could be purchased along with any further decorations needed. This would all be funded from the LPC Community Fund as in previous years.

97. AOB FOR INFORMATION ONLY

Cllr Giles wanted to share his concern over the rollout of the digital phone, that during a powercut it leaves residents with no landline phone. Vulnerable people could be at risk in this situation. Currently there seems to be no alternative backup on offer from the phone providers.

The meeting closed at 8.30pm.

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

Dates of future meetings:6 December 2023, 3 January, 7 February, 6 March, 20 March (APM), 3 April, 1 May, 5 June, 4 September, 2 October, 6 November, 4 December 2024.

Signed..... (Chairman)

Date.....

Applications since last meeting

CA/23/00484	<p>Outline application for up to 300 residential dwellings (including affordable housing and older person accommodation), a new community hub, introduction of structural planting and landscaping, informal public open space and children's play area and surface water flood mitigation and attenuation. All matters reserved except for access.</p> <p>Land at The Hill, Bekesbourne Lane, East of Bekesbourne Hill, Bekesbourne CT4 5EA</p>	<p>Layout updated and a water recycling centre incorporated, replacing a previous WWTW.</p> <p>LPC response submitted.</p>
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Notifications

CA/23/01600	<p>Application for listed building consent for internal and external alterations including relocation of kitchen, external extraction for bathrooms together with new soil waste stack to replace existing to external south west elevation and remove 1No. waste pipe from north west elevation.</p> <p>Old Vicarage 77 Nargate Street Littlebourne Canterbury Kent CT3 1UJ</p>	GRANTED 20/10/23
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Trees works

CA/23/01960	<p>T1 Magnolia to be crown raised to 2 metres, T2 Small Beech to be crown raised to 2 metres in rear garden.</p> <p>Little Court 5 Nargate Street Littlebourne Canterbury Kent CT3 1UH</p>	No objections raised from LPC
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(A) FINANCIAL MATTERS

- (a) **RECEIVED** the bank statements for September 2023, and **RESOLVED** the signature of the Chairman thereon.
- (b) **NOTED** the Clerk has recharged the recent CCTV camera replacement works 4 ways to LWMH, 4PVO and Rec Club sending an invoice of £102.50 to each.

(B) RECEIPTS

LPC Community Fund – flag service recharged	375.00
TOTALS £375.00	

(C) DIRECT DEBITS

1x1 Ionos	Website monthly charge Nov	19.20
NEST	Pension payment Nov	104.65
BT	LPC Office phone and broadband quarterly bill	266.33
1x1 Ionos	Domain annual fee & quarterly basic fee	57.72

TOTALS £447.90**(D) AUTHORISATION OF ACCOUNTS**

BACS	Kent County Playing Fields Association – annual subscription	20.00
BACS	The Vineyard Garden Centre – Fifth Trust Services Sept & Oct	342.00
BACS	Mickle Creative – LPC News printing Nov	291.00
BACS	Mrs Clayson – litterpicking & sweeping Oct	546.00
BACS	Salary payments Nov	1542.33
BACS	AHA Property Services – toilet cleaning Oct	105.00
BACS	Expense payments	39.00

TOTALS £2,885.33