

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING 7 FEBRUARY 2024 HELD AT 7PM IN THE LWMH
MEETING ROOM**

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

Mrs Gail Hubbard, Clerk to the Council
There was one member the public present for part of the meeting.

127. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the meeting. Apologies had been received from Cllr Fraser and Cllr Reid (unwell).

128. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

129. MINUTES OF THE MEETING HELD 3 JANUARY 2024

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

130. POLICING AND NEIGHBOURHOOD WATCH/COMMUNITY WARDEN

There were no reports received.

131. ADJOURNMENT

There was none.

132. COUNTY COUNCILLOR

Cllr Mike Sole was not in attendance but had given the Chairman a brief update from his surgery held at The Ivy Barn, he had also circulated his monthly report, the main points below:

- I attended the KCC Growth & Economic Development & Communities Committee, speaking on issues including public rights of way maintenance and the cuts to the Community Warden Scheme. I also attended the Joint Transportation Board meeting.
- I held a very successful joint surgery with the police in Littlebourne and we had a lot of visitors. I am looking to hold another event in February at another location, ideally a café or at a coffee morning at another location to give more people the opportunity to attend.
- It has been pleasing to see the water levels in the Nailbourne and Little Stour recede in the last few weeks. Hopefully the threat of flooding is passing.

133. CITY COUNCILLOR

Cllr Lee Castle reported that he had spoken to the CCC planning officer dealing with the Gladman application to try and obtain a timeline for when a decision would be made. The feedback was that the planners have to be seen to engage with developers and let them update documents, there is no timeline as such, although not completely open ended. The officers are not keen to meet with LPC, which had been requested, but will answer questions via email.

The Swanton Lane situation is with enforcement, where there are many agencies involved.

At the start of March, the revised CCC Local Plan will go public and will be out for consultation just after that.

Cllr Castle has also circulated his monthly report, the main points below:

- January has been a busy start to the year. I attended a Canterbury City Full Council Meeting and had briefings on Policing, planning information around heritage sites and also information on the contaminated bins and how these will be processed. I know this has caused some concern for residents who are used to a certain way of doing things but be assured the rules haven't changed, just the implementation to save money on contaminated waste costs. Bins are also still for sale at reduced rate of £10. Any issues please get in touch.
- You may have heard about a cyber incident at the City Council, this has not compromised any data. The Council Security Team shut down most systems as a precaution. Systems have now been returning to normal, however, I know that missed bin reports have been changed to phone calls, please keep reporting them and if anyone has any continuing issues please get in touch.

134. PLANNING

There were no new applications or notifications received this month.

135. HIGHWAYS

HIP UPDATE

The speed surveys carried out prior to Christmas by KCC in Littlebourne support the request for a 20mph limit on Nargate Street, Jubilee Road, Church Road and Bekesbourne Lane. It was suggested by KCC Highways that Court Hill and the roads off such as St Vincents, Court Meadows, The Elders and Cherry Orchard also be included within the 20mph limit. The next stage is for LPC to conduct an informal consultation to ensure residents would back the scheme. The cost of the scheme would be approx. £6000-£7000 and Highways would contribute towards the costs but LPC would need to source the remaining. The speed survey did not support a 20mph limit for the High Street, the average speeds were 22.9/25.2mph, whereas to support a 20mph scheme the speeds must be below 24mph in each direction as these zones need to be self-enforcing. The 20mph survey to form the rear page of the spring edition of LPC News.

MATCHING GATEWAY ON A257

KCC Highways had now advised if the drawings for a matching gateway are approved by them and an approved contractor is used to carry out the works we could go ahead with the project to install a gateway on the Pine wood side of the road. Cllr Hurlow proposed that the quotation for £1774 be accepted, this was seconded by Cllr Giles and AGREED. Clerk to now ask for the drawings to be created and approval sought from KCC Highways.

Cllr Giles reported that in The Department of Transport document 'Know Your Traffic Signs', yellow and grey backed speed limit signs are still shown, even though KCC Highways have told us we cannot have them at the gateway. The A257 Group are going to take this up with Highways.

It was noted that Nargate Street is due to be closed from 12th-16th February from 8am-6pm for Southern Water to carry out works.

136. THE RIVER

Resident Mr Shaw was in attendance and had previously asked the PC to raise some questions with Southern Water and the EA

TANKERING OF SEWAGE

Sewage is currently being tankered out of Nargate Street and Bekesbourne Lane three or four times a day. Which means road closures of 15minutes at a time without warning. This is high groundwater levels resulting in water leakage into the sewage pipes.

ALLEVIATION CHANNEL

EA at present not willing to open the alleviation channel by removing any of the boards, they want high volume of water moving at speed to flush out the silt from the riverbed. There is some water leaking into the channel but mainly groundwater. LPC have already contacted EA asking for the criteria they use to assess the opening of the channel, no response has been received.

Mr Shaw has written to MP Rosie Duffield and the MP for the environment on this matter.

Cllr Giles raised his disappointment that the LS&NRMG was not meeting until their AGM in March, previously these had been useful multiagency meetings where answers could be sought from SW and EA.

Chairman and Clerk to communicate with Southern Water to find out longer term plans for upgrades to avoid this situation every winter.

Mr Shaw left the meeting at 8pm.

137. FINANCE

AUTHORISATION OF ACCOUNTS FOR PAYMENT

There were receipts totalling £1117.95 NOTED this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £3,956.51 was proposed by Cllr Moore, seconded by Cllr Giles and AGREED and Appendix 3a totalling £689.00 was proposed by Cllr Moore, seconded by Cllr Sullivan and AGREED. So it was RESOLVED that the payments set out be authorised – attached at end of minutes

138. CLERKS REPORT

CORRESPONDENCE

A. CCC - Community Governance Review

Consultation on proposals for a Whitstable Town Council (circulated to Cllrs)

B. KALC

D-Day information sheet for those thinking of holding an event on 6th June 2024.
(Circulated to Cllrs)

C. Kent Minerals and Waste Local Plan 2024-39

Pre-Submission Draft (Regulation 19) Public Consultation

The Kent Minerals and Waste Local Plan sets out the strategy for the sustainable management of Kent's waste and supply of minerals and is the primary element of the development plan for Kent against which planning applications and appeals for minerals and waste development in Kent will be determined.

The consultation is being carried out under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 and is an opportunity to comment on the document before it is submitted to the Secretary of State for Independent Examination. Any views received will be forwarded to the Secretary of State for consideration as part of the Independent Examination.

Wednesday 17th January 2024 to midnight on Thursday 29th February 2024.
Comments can be submitted via our website www.kent.gov.uk/mineralsandwaste

All other correspondence was noted.

CLERK REPORT

SCHOOL PATHWAY LIGHTS

Are now back in working order, the lamppost issue had tripped all the other lights out on this circuit. Electrician will provide a quotation to replace with LED units in the future. Noted another two lamps have been reported as out this week.

REPLACEMENT OFFICE DOOR

The clerk is currently sourcing quotations for a replacement office door.

YOUTH SHELTER PAINTING

Clerk has one quotation but additional quotes to be sought for works. As suggested clerk has asked the youth group if this is something they might do when the weather warms up. Richard who organises the youth bus seemed keen, so will explore further. We would need to purchase paint and brushes etc, but already have some in the office from last time it was painted.

PUBLIC TOILET

Quinn's roofing contractor, has attended site and has identified the problems on the roof, to do with the join and the flashings. They are to report back to Quinn's. Awaiting further information.

PITCHPOWER PITCH SURVEY

Survey has been done but awaiting information to be loaded onto the app and then the full report to come back from Kent FA. Bourne to Garden who carried out the pitch inspection have been chased and so has FA.

PARKING OUTSIDE THE SCHOOL

Clerk received a complaint about a vehicle completely blocking the church gate and another parked with all 4 wheels on the pavement. Clerk contacted the school asking them to remind parents to park considerately, the school have subsequently sent out another message to parents on this and informed CCC parking enforcement.

OFFICE DOORBELL (for disabled access)

The existing plug-in device was not working properly, clerk has fitted a like for like replacement.

GYM EQUIPMENT

The worst two pieces of double equipment have now been removed from site, these were badly corroded and beyond repair. The left spaces have been left seeded by Safeplay. The plan is to not replace these.

139. BLOCK PAVING REPAIRS

The Clerk had sought quotations for the needed works to repair the block paving around the hall/shop complex. It was proposed by Cllr Sullivan that LPC accept the quotation from Polo Contractors for £2180, this was seconded by Cllr Giles and AGREED. This was not the cheapest quotation received but this is a contractor that LPC have used in the past and felt they understood the full requirements of the areas to be re-laid. This work has safety implications so needs to be done as soon as practicably possible.

140. DAMAGED HIGH STREET PLANTER

The planter on The High Street build out had been hit and destroyed by a vehicle on 18th January, the Police had been in attendance but were unfortunately unable to provide any details of the vehicle involved. The planter remains were cleared up quickly and highways removed the temporary barrier they had erected. Cllr Moore proposed the planter be replaced with a recycled plastic style one, like the one at top of The Hill at a cost of approx. £800-900, this was seconded by Cllr Giles and AGREED. Clerk to make a claim on the LPC insurance policy, that has an excess of £100.

141. LITTLEBOURNE FLAG

Following the discussions on this at the December meeting, Cllr Giles had circulated details to Cllrs on the life span of a flag if flown 24/7 and the possible damage to the flagpole in high winds. The Littlebourne flag had been designed and made specially at a cost of approx. £250, if this lasted a matter of months it would become expensive to keep replacing. An alternative would be to fly the Union Jack, which is less expensive to replace. This matter was therefore being reconsidered due to this extra information. After some discussions there were three proposals:

Cllr Sullivan proposed the Littlebourne flag is flown 24/7 until it wears out then a decision can be taken as to whether to replace it, Cllr Castle seconded this motion but it was not carried.

Cllr Moore proposed the Littlebourne flag be flown only in the summer months, during cricket season etc, there was no seconder, so this was not carried.

Cllr Sullivan then proposed the Littlebourne flag is flown with Cllr Giles discretion, this was seconded by Cllr Moore and AGREED.

The other flags would continue to be flown on the relevant days by Cllr Giles.

142. EV EVENT IN LONG CARPARK

Helen Howard is arranging an EV car event on Saturday 16th March and has asked to use the top end of the long carpark from 10-12noon. The hall does not have a big booking on so would be happy with this arrangement. The Cllrs felt this event was a good initiative and would be in support of the use of the carpark.

143. NEXT EDITION OF LPC NEWS

The next edition will be the Spring, delivered out for March. The following items are to be included:

- 20mph survey
- APM details
- Millennium Award nominees
- Chairmans report

144. MILLENNIUM AWARD WINNER 2024

The following people had been nominated by residents for this year's award:

THE LATE DOUG INKPEN – He lived in the village from 1935-2022. As an amateur musician he was well known for playing at a number of village functions over thirty years, including twinning events, pantomimes, summer fairs and at the village school.

SUE & ALAN BULL –They have been running the bingo in the hall for many years, and for the last two years also the monthly social meetings. Any profits are for the hall. Alan and Sue also check the hall over on a weekly basis, checking for any maintenance work that needs carrying out, Alan does a huge amount of this himself, all on a voluntary

basis. They both also help out neighbours with lifts to hospital and GP appointments and even some dog sitting when needed. Sue is Chairman of LWMH. They both work tirelessly volunteering in the village

CAROL CHILDS- She puts in many hours of unpaid work to ensure everything is the best it can be for the children. Every child is treated as an individual and all their needs are taken care of by the team that is managed by Carol who has been in her position at Ladybirds for many years. She applies for all the relevant funding opportunities to make sure the children have as many resources as possible.

EVELYN CLAYSON – She always goes the extra mile for anything that is needed to keep the village looking good. Also over and above her role and in her own time, she makes sure anyone she knows who needs help or shopping gets her attention and help. After all these years she should be recognised for the contribution, she makes to the village.

KAT TASOU – She does so much as volunteer to support local children and families. She took over the running of the under 5s Stay & Play Group in the Chapel, two years ago when it was at risk of closing due to lack of leaders. Kat provides weekly crafts, cooking activities, toys and games and a safe place for parents to get support. She is also a Squirrels leader with 1st Littlebourne Scout pack. She is selfless and kind, constantly thinking of others and putting others first and her dedication to the children and families of Littlebourne deserve recognition.

KEN SHAW – For all the support he has given to the village community and continues to give to the residents of Nargate Street.

BEN RELPH – Look after all the children whilst his partner works twelve hour shifts as well as looking after his sisters and mother in law when she needs assistance. He never complains he just gets on with it.

SYLVIA WILSON – since retiring she has willingly shared her skills by serving on the Parish Council and as a School Governor for Littlebourne School. Sylvia is now treasurer and an active member of LWMH Committee, among many projects she helped introduce the bingo sessions. She is also treasurer for Turners Orchard.

After some discussion over the nominees a vote was taken and the winner will be announced at the APM on 20th March.

The meeting closed at 9.05pm

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

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

Signed..... (Chairman)

Date.....

(A) FINANCIAL MATTERS

- (a) **RECEIVED** the bank statements for December 2023 and January 2024, and **RESOLVED** the signature of the Chairman thereon.
- (b) **NOTED** the clerk has prepared the 3rd QTR VAT reclaim totalling £786.95 and has submitted the online submission for reclaim.
- (c) **NOTED** the clerk has invoiced the three due LPC News renewals for this coming edition.
- (d) **NOTED** the clerk had removed the disposed of gym equipment pieces from the fixed asset register.

(B) RECEIPTS

Mr & Mrs Thompson - Peppercorn annual ground rent	5.00
Transfer of funds from Community Fund account for Christmas tree	306.00
HMRC – VAT reclaim	786.95
LPC News renewal	20.00
TOTALS	£1117.95

(C) DIRECT DEBITS

IONOS	Website monthly charge Feb	19.20
NEST	Pension payment Feb	110.72
BT	Business phone and broadband for office	226.33
IONOS	Quarterly fee for domain and emails	38.40
TOTALS		£394.65

(D) AUTHORISATION OF ACCOUNTS

BACS	AHA property services – toilet cleaning Dec (already paid Jan)	140.00
BACS	Funnell Electrical – lamp post repair works (already paid Jan)	168.00
BACS	CPRE annual subscription 24-25	36.00
BACS	Mazars LLP – AGAR 22-23 year end (already paid Jan)	378.00
BACS	Brook Security – Annual CCTV system maintenance 24-25	435.60
BACS	Meadow Grange Nursery – removal of damaged planter	264.00
BACS	Expense payments	70.88
BACS	Safeplay – removal of redundant gym equipment	600.00
BACS	UK Office Direct (paper and printer ink)	109.96
BACS	AHA Property Services – toilet cleaning Jan	161.00
BACS	Salary payments Feb	1362.07
BACS	Mrs Clayson – litterpicking & sweeping Jan	650.00
TOTALS		£4,645.51