

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE REMOTE MEETING HELD ON 3 FEBRUARY 2021**

Present: Parish Cllr Peter Farrow (Chairman)
Parish Cllr Mick Giles
Parish Cllr Ken Shaw
Parish Cllr Cate Reid
Parish Cllr Brian Hurlow
Parish Cllr Melanie Moore (intermittent Wi-Fi service)
County Cllr Michael Northey
City Cllr for Nailbourne Ward Mike Sole

Mrs Gail Hubbard, Clerk to the Council
There was one member the public present, Rosie Walker (arrived at 7.10pm)

125. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the Zoom meeting. Apologies were received from Cllr Lee Castle (working), Cllr Jessica Phillips (unwell) and City Cllr Louise Jones (CCC meeting).

126. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

127. MINUTES OF THE MEETING HELD 6 JANUARY 2021

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

128. POLICING AND NEIGHBOURHOOD WATCH

No information had been received to share this month.

129. ADJOURNMENT

City Cllr Mike Sole introduced himself as ward Cllr for Nailbourne and as a candidate for the Kent County Councillor elections which are due to be held in May. He is attending to observe and get a feel for our LPC meetings.

130. COUNTY COUNCILLOR

Cllr Northey reported detail on the following items:

- **Mental health during lockdown – Children’s mental health week 1-7th Feb**
If you are worried about your child and need urgent help you can call the Kent and Medway Single Point of Access for Children’s Mental Health and Wellbeing on 0800 011 3747 to get the right support.
For those aged 14 plus, the Release the Pressure text service can help – just text ‘Kent’ to 85258 or phone 0800 107 0160 for free confidential support at any time from trained counsellors.
- **Kent County Council Covid update – weekly report circulated to Cllrs**

Cllr Farrow asked about the statistics provided for our grouping of parishes that has consistently shown incidence rates more than double that of Canterbury as a whole and actually amongst the highest rates in England. Littlebourne forms about a quarter of the denominator of this statistic. Cllr Farrow is keen;

a) to be reassured that KCC understands the reasons behind this consistently high rate in our parishes

- b) to be assured that any specific necessary measures for this area's excess are being taken
 - c) to know that KCC Public Health appreciates that our parish council is open to helping in any appropriate way.
- Cllr Northey said he would raise the matter with public health.

Resident Rosie Walker arrived at the meeting at 7.10pm.

131. SECOND ADJOURNMENT

The Chairman allowed Rosie Walker an opportunity to ask her question that she wished to raise. Rosie wanted to ask about the Evenhill footpath link, and when this might be likely to reopen as it is an important link back into the village for those living at the top of the village. She also expressed concern that it was rather a steep unmade access previously and would need steps or a proper sloped access. The Chairman explained we would discuss these items under The List later in the agenda and hopefully this would answer some of these queries.

132. PLANNING/TREES

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

Clerk to book Cllr Reid a place on the planning training session on 17th Feb.

133. HIGHWAYS

PARKING REVIEW 2020 - ST VINCENTS CLOSE

CCC parking review closes for comments on 5th Feb. A proposal has been put forward for Double yellow lines at the entrance to the road leading to no's 34-56 St Vincent's Close. LPC have received no comments from residents, who have been vocal in the past when yellow lines have been proposed for St Vincent's.

The AGREED response was, LPC have received no adverse comments from residents so can see no reason not to proceed.

30MPH RELOCATION

The Order for moving of the 30mph limit at the top of the village is currently being advertised in the press and onsite (from 22 Jan until 15 Feb 2021) this is legal requirement. If there are no objections lodged the scheme can move to the next stage.

Amendment No. 12 Order 2021

CANTERBURY ROAD – To reduce the 50MPH speed limit at the junction with The Hill 100 metres and extend the 30MPH for the same distance.

Cllr Northey left the meeting at 7.30pm

134. FINANCE

AUTHORISATION OF ACCOUNTS

There were receipts totalling £75.00 NOTED for this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £1224.88 together with Appendix 3a presented at the meeting totalling £1820.19 was unanimously AGREED. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

It was noted the LPC News renewals had been sent out ready for the next edition.

END OF QUARTER BUDGET EXPENDITURE

The figures laid out in Appendix 3b were previously circulated to Cllrs and represented the expenditure of precept and concurrent for the 3rd quarter of 2020-21. Expenditure is showing less than previous years due to Covid -19 and less services received and progress made on projects. Cllr Reid proposed these figures be accepted, this was seconded by Cllr Shaw and APPROVED by all.

135. CLERKS REPORT CORRESPONDENCE

A. **Happy New year card from Wimille Mayor and Councillors –**
circulated to Cllrs

B. **CCC Consultation on PSPO –** circulated to Cllrs

Canterbury City Council is consulting on its proposal to extend its current dog control Public Space Protection Order (PSPO). This is the main enforcement tool used by the council where dog control is concerned, helping to prevent and tackle issues around dog fouling and irresponsible dog ownership.

The council is not proposing any changes to the activity, locations or times covered by the PSPO. Currently the only proposal is to continue the restrictions for a further three years. However, if you think there should be other changes, do please let us know and these will be considered by committee when the new arrangements are agreed. If you have any comments on the dog control PSPO, please email them to consultations@canterbury.gov.uk. Closes 5pm on Sunday 28 February 2021.

In Littlebourne the rules in place are;
Dogs are banned from the playarea on Littlebourne Recreation Ground, the playground in the Elders and the playground in the Maltings.

All other correspondence was noted.

CLERK REPORT

KENT ACTIVE TRAVEL PLAN CONSULTATION

Clerk has submitted a response from LPC to the consultation on a cycle route on The Canterbury Road, as suggested by Cllr Jones, suggesting the scheme be extended out to Littlebourne.

DOG WASTE BIN FOR COURT HILL

The Clerk has purchased a poo bin for this road and is looking to install asap

SCHOOL INVESTIGATIONS

The Clerk has been assisting the office to try and sort out the ownership of the grass verge/bank at the front of the school. It is now shown within the school boundaries and KCC Highways say it is not theirs. There is a tree on the verge that needs work.

DOCTORS SURGERY SIGNAGE

The Clerk has written to the practice Manager with the suggestion of some better signage for the surgery. They have thanked us (as its useful to get patient feedback) and may consider it a possible option in the future.

PLAYAREA REPAIRS – CRADLE SWINGS

Replacement seat works was carried out on 22nd January.

BOILER ROOM

Now being cleared out in readiness for conversion into toilet. The gritter has been moved into the heritage room in the hall as a temporary measure. Cllr Moore to ask Rec Club if this could be housed in one of their sheds. The small grit bin bought to replace the damaged one on the List track is in the office – Cllr Hurlow is going to empty the old one and replace with this one. There are a few items left in the room which are to be removed by LWMHC.

136. THE LIST DEVELOPMENT

S106 payment and land transfer

The Clerk reported she has chased Furley Page for an update on the signing of the transfer paperwork, nothing has been received to date. If no response was received after a two-week period further steps would be taken to get an update.

Cllr Giles raised his concerns over the open space and the landscaping, over which LPC had had little input. Clerk to contact Leath and arrange a video meeting to be held between LPC and Leath to discuss the landscaping and maintenance concerns.

Adoption and naming of estate roads

The estate roads are no longer to be adopted by KCC Highways so will be maintained by a management company for the estate (this will be paid for by the residents of the estate in form of a management charge each year). It seems road names have already been allocated, so no opportunity for LPC involvement.

Fibre Broadband connection

Openreach have given details on the Fibre to Premise (FTTP) that will be connected to the development, giving ultrafast broadband speeds for each home. Cllr Farrow would like to pursue the upgrading of the village as a whole; Cllr Castle had done some investigation into this so was nominated from this meeting to investigate this further to see what could be done.

Mike Sole left the meeting at 7.50pm.

Evenhill link footpath

The latest landscaping plan was viewed on shared screen, this shows this footpath from Evenhill into the new estate along with two further links across to the List track and two links at the bottom of the site into the doctors alley PROW. From the looks of the site phasing the houses behind Evenhill road are to be in the penultimate phase so the footpath is unlikely to be opened back up until then.

Rosie Walker left the meeting at 8.02pm.

Upkeep of List track

Cllr Hurlow raised the maintenance of the LPC owned list track from the allotments up to the corner of St Vincent's Close gardens. Once the list homes were finished and the fencing removed we would need to be maintaining our section as it would look poor in comparison to the estate maintained section. There is currently some garden rubbish and old garden furniture outside the rear of some of these properties that back from St Vincent's close onto the track. There are also some elderberry trees some 15ft in size that will need to be removed.

The clerk should write to these residents asking them to remove their items as the land is to be cleared to enable regular maintenance. Quotes to be obtained to have this area cleared from local contractors.

Cllr Shaw raised a concern from residents over the level of water running off the list site and down the list track, Cllr Hurlow concurred that there was a lot of run off from the site possibly caused by a trench dug down that side of the site by the fencing. This item also to be taken up with Leath at proposed meeting.

137. CALL FOR SITES

Cllr Farrow reported that he had made contact with the CPRE Head in Kent, who felt at this stage we didn't need to employ an expert yet but if we were preparing a paper to submit this might be useful to do so. They have given some suggestions of advice for LPC to look further into.

The Clerk had written to MP Rosie Duffield and The A257 Group asking for support against the development of more land off The Hill.

The Chairman and Clerk attended a CCC meeting earlier in the week when Simon Thomas, Head of Planning spoke on The Local Plan review, and explained the next phase will be the Options Consultation which is due in May, this will run alongside the call for sites release (as the sites will be assessed against the criteria defined in the options stage). CCC are currently carrying out site assessments all the sites that have been put forward, this will form the SHLAA (Strategic Housing Land Availability Assessment).

Cllr Farrow also explained that under the new CIL (Community Infrastructure Levy) arrangements, parishes would receive 15% of CIL funds received for each application approved within the parish as the Neighbourhood portion. This can be spent on;

- The provision, improvement, replacement, operation or maintenance of infrastructure
- Anything else that is concerned with addressing the demands that development places on the area (could be affordable housing/flood defences)

For a new, typical 2-3 bed house the CIL charge would be £16,830 (90m² at £187 per square metre for most of the district), the parish would then receive £2525. There are some exemptions for extensions and self builds. Any application applied for after 1st April 2020 will be subject to this levy. We will see less S106 agreements going forward but the S106 are not to be phased out. Some applications will have both S106 and CIL.

138. LWMH ROOF

Cllr Reid had circulated to Cllrs an explanation of the current situation with the hall roof and the problem with leaks into the ladies toilets. The LWMH Committee are currently exploring two options;

1. Have the section of flat roof above the ladies toilets surveyed and essential works carried out to solve this leak.
2. Have a full survey of the roof carried out with a view to a possible replacement roof.

Cllr Reid reported there was some reluctance from the 4VPO and Rec Club to contribute to a roof survey. A quote had been received to carry out a report for £400 plus VAT.

It was recommended that LPC contribute towards the cost of this full roof survey with the proviso that the LWMH Committee agree and will also contribute. This would thus be revisited at the March meeting once the LWMH had met and discussed (this could then be formally agreed).

139. THE RIVER

Cllr Shaw reported that the bypass channel is in operation, with all of the boards having now been removed. Engineers are visiting 3 times a day to check the situation.

Increasing concern over The Green, with water pooling on both sides. CCC have the situation closely monitored. The cottages on The Green have had problems with water coming up under the floor in previous years, which cannot be prevented, but these homes can be protected from the front if needed with sandbags. Cllr Giles has been in communication with some of the residents of these properties and also with CCC engineers.

Cllr Giles, Cllr Shaw and Cllr Hurlow are the flood wardens of the village and are keeping a close watch over the river level.

140. LPC NEWS

Currently not a great deal to report to the village, hopefully by next month we would be able to give more of an informative update. C&V currently not being produced so we will have to arrange our own distribution, clerk happy to do. It was AGREED to postpone the March edition to April and have as a Spring edition.

141. MILLENNIUM AWARD WINNER 2021

The nominations received for this year are;

DIANE HOARE- for helping many in the village by taking them to medical appointments and picking up shopping for others (prior to and during lockdown). She is experienced working with the elderly and does this with great patience and understanding.

EVELYN CLAYSON – who goes above and beyond her role in keeping Littlebourne clean and tidy. She often goes out of her way to help any elderly person and lends a sympathetic and understanding ear to many residents. She has worked tirelessly through the pandemic to ensure the cleanliness of the village.

NIKKI MAXTED- she started the Littlebourne Residents Facebook page, a useful tool in the village, this she manages with care and diplomacy. She was the first to volunteer to distribute leaflets for Helping Neighbours scheme and organised a team to cover the whole village. She is well known in the village for her help and support.

CAROL CHILDS - she manages Ladybirds Pre-School and has gone the extra mile throughout this pandemic to provide a safe and secure environment at the pre school for children and staff alike. Carol has been manager for many years and so many children from the 4 villages have benefitted from her service to the community.

MARGARET MUIRHEAD – she has been a constant support over the months after being matched up through the Helping Neighbours scheme to an elderly couple. Margaret has been in contact every week, done necessary shopping and rung for chats. Margaret would be a wonderful worthy winner.

A secret ballot will be taken as usual, though via email this year. Cllrs to send their vote to the clerk by Friday 12th February. The winner will be revealed at our APM in March (dependent on current Covid-19 restrictions).

Meetings will continue to be held via Zoom going forward until advice changes.

The meeting closed at 9pm.

Dates of future meetings: 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
PLANNING REPORT 3 FEBRUARY 2021**

APPENDIX 2

New Applications

CA/21/00055	Forestry Commission consultation for felling licence 019/19/2021 Pine Wood, Canterbury Road, Littlebourne	Comments to be submitted: LPC would like to see the footpath that runs through the wood maintained to a useable level and also suggest that those carrying out the felling take great care on road entry/exit as this is a dangerous stretch of A2257.
CA/20/02880	Change of use of existing storage building to holiday let accommodation along with one and a half storey side and front extension and associated external works. Little Stour Farm, Nargate Street, Littlebourne CT3 1QJ	Response by 26 Feb Cllrs to consider application and look at site before submission made.
CA/20/02696	Erection of two-storey dwelling following demolition of existing dwelling. 46 The Hill Littlebourne Canterbury Kent CT3 1TA	Response submitted to CCC as below: LPC objects to the application, the footprint of the site seems very tight for a property and garage block of this size. The new dwelling will be set back and more in line with no 44 this will now mean the rear windows are overlooking their garden. There is also a large stairwell window to the side of the property which should be made opaque.

Notifications

CA/20/02657	Single-storey extension to create an externally accessible disabled WC. 58 High Street Littlebourne Canterbury Kent CT3 1ST	GRANTED 22/01/21
CA/20/02685	Single-storey rear extension following demolition of existing garage and conservatory. 7 Hillcrest Road Littlebourne Canterbury Kent CT3 1TJ	GRANTED 25/01/21

Trees

None		
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**LITTLEBOURNE PARISH COUNCIL
FINANCIAL REPORT FOR MEETING 3 FEBRUARY 2021**

APPENDIX 3

(A) RECEIPTS

Mr & Mrs Thompson – peppercorn rent	5.00
LPC News renewals	70.00
TOTALS	£75.00

(C) DIRECT DEBITS

1x1 Ionos	Website monthly charge February	18.00
1x1 Ionos	Service and handling charge for quarter	28.76
Nest	Clerks pension February	95.71
TOTALS		£142.47

(D) AUTHORISATION OF ACCOUNTS

Payment type	Details	Amount
BACS	Staffing payments	1400.19
BACS	Mrs Clayson – litter picking/sweeping/strimming	420.00
BACS	HAGS – toddler swing seat replacements	558.00
BACS	Glasdon – Dog waste bin for Court Hill	129.08
BACS	Expense payments	137.00
BACS	Brook Security – Annual CCTV contract	340.80
BACS	Dean & Chapter – archive storage	60.00
TOTALS		£3,045.07