

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE REMOTE MEETING HELD ON 6 JANUARY 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
Parish Cllr Lee Castle
Parish Cllr Jessica Phillips
County Cllr Michael Northey
City Cllr Louise Jones-Roberts
Leader of Canterbury City Council Cllr Ben Fitter-Harding

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

109. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman wished everyone a Happy new Year and welcomed them to the Zoom meeting. The Chairman proposed to rearrange the agenda so Cllr Fitter-Harding could speak firstly.

110. LEADER OF CANTERBURY CITY COUNCIL

Cllr Fitter-Harding became Leader of CCC in September and is now visiting parish meetings to meet everyone and get a flavour of what's going on in the parishes. He reported on the following:

Covid-19 is having a huge impact on services and causing budget problems. Business grants are the main focus at the moment with resources focusing on helping local businesses that are struggling. The link below can be used for further details or to apply:

https://www.canterbury.gov.uk/info/20004/business_and_investment/391/national_and_discretionary_business_support_grants

The CCC corporate plan consultation has been launched tonight, there are four main priority areas;

- Waste – From 1st Feb Serco contract will be taken back in house
- Housing – EKH taken back in house in 2020
- Enforcement – has been lacking in planning for sometime/also more parking
- Supporting economy and recovery

CCC is transforming – working on being digitally accessible 24/7 but also making this available to those without online access.

Concurrent funding has been protected for another 2 years while a full review is undertaken across the parishes by CCC.

Local Plan and Transport Strategy reviews are in progress these will take Canterbury up to 2040 and CCC are being incredibly ambitious.

Cllr Fitter-Harding asked if Cllrs had anything they wished to flag up?

Cllr Reid asked about employment opportunities to go alongside the house numbers dictated for the local plan? Cllr Fitter-Harding said they were working alongside the universities and planning to rebuild a business hub. The Covid-19 situation has changed the need for just building offices in the traditional way.

Cllr Farrow asked if student halls counted towards the housing numbers dictated by the Gov? There was some uncertainty on this, and it would have to be confirmed.

Cllr Phillips joined the meeting at 7.10pm.

Cllr Giles asked if CCC would take more or less notice of parishes with the new planning call in rules? Cllr Fitter-Harding said the same as before, parishes have the local knowledge that CCC should be using. The hope is for better outcomes and getting developers to change things for the better.

Cllr Castle said he was disappointed that the environment did not feature as item 5 under the corporate plan priorities. Cllr Fitter-Harding explained that the environment is indeed very high up but is covered separately under the Climate Change Action Plan – which has also been launched tonight. The aim is to be carbon neutral by 2030.

The Chairman thanked Cllr Fitter-Harding for attending this evening.

111. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

112. MINUTES OF THE MEETING HELD 2 DECEMBER 2020

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

113. POLICING AND NEIGHBOURHOOD WATCH

The Police report and Rural Task Force report had been circulated to Cllrs previously; there was nothing to note in Littlebourne.

114. ADJOURNMENT

There was none

115. COUNTY COUNCILLOR

Cllr Northey reported detail on the following items:

- **30mph moving on A257** – this project has now been signed off, just before Christmas by the cabinet member, so the money is committed.
- **Kent Together** - scheme operated by KCC which is a 24 hour listening service setup to help during the lockdowns 03000 41 92 92. They can help you make sure you have enough supplies, picking up prescriptions, making sure you have someone to talk to (by phone, Skype or Facetime)
- **Symptom free testing sites**– Rapid-result coronavirus (COVID-19) testing for people who don't have symptoms. The testing will find people who don't currently have symptoms, who may be unknowingly spreading the virus in the community and the sites are part of a rolling programme to help reduce the rates of transmission in Kent. Sidney Cooper Gallery in Canterbury is being used.
- **Lorry Management** – Roads to Dover are quieter again now. By 4th January 37,000 tests had been done on lorry drivers leaving Kent, and only a handful had been found positive. In the last 24hrs 1,800 tests had been done on drivers, finding 5 positive. KCC now has the power to clamp lorries that are parked illegally, they will not be released until a fine is paid. Overtime there should be a great improvement on lorries not being parked in unsuitable locations.

The Chairman thanked Cllr Northey.

116. CITY COUNCILLOR

Cllr Jones explained that Serco are struggling at the moment with crew issues due to Covid. This is something CCC are aware of and Serco are currently prioritising the collection of household waste over the emptying of litter and dog poo bins.

£1.5m had been paid out in business grants before Christmas.

Cllr Fitter-Harding left the meeting at 7.30pm

Cllr Jones mentioned the consultation on the Active Travel link which includes a cycle route on the Littlebourne Road, however this only really stretches from the barracks site into Canterbury. She suggested we comment that it should stretch out to the village.

Cllr Giles asked about Serco and the return of road sweeping to the villages. Cllr Jones thought this would be unlikely to return to the rural locations until we move out of the pandemic as there just isn't the staff available. When this is taken back inhouse on 1st February there is an opportunity for change going forward and this will be something to pursue again.

Cllr Giles asked who had funded the St Dunstan's speed reduction scheme? Cllr Northey reported this had been Government funded.

Cllr Northey left the meeting at 7.50pm

117. PLANNING/TREES

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

Cllr Jones left the meeting at 8pm after the discussion on CA/20/02696.

118. HIGHWAYS

A257 Group

Currently awaiting a response from KCC.

Speed checks on The Hill

The Police were in the village last week carrying out speed checks near The Evenhill.

Jubilee Road roadworks

Cllr Shaw suggested that we should allow the residents of Jubilee Road with no off-street parking to park in the long carpark during the two days of planned roadworks, on 20th and 21st January when Highways have asked residents to no park on the road. The road is to be closed for patching works, with a diversion via Nargate Street. This was AGREED and Cllr Moore to put onto Facebook to let residents know this was available to them.

119. FINANCE

AUTHORISATION OF ACCOUNTS

There were receipts totalling £99.79 NOTED for this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £1,155.16 together with Appendix 3a presented at the meeting totalling £1,977.70 was proposed by Cllr Giles and seconded by Cllr Hurlow and then unanimously AGREED. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

It was noted the 2nd and 3rd Quarter VAT reclaims had been submitted totalling £906.82.

120. CLERKS REPORT CORRESPONDENCE

A. Thank you card from Mrs Clayson

Thanking LPC for her Christmas bonus cheque.

B. Email from resident of The List track complaining about dogs fouling the track and the front gardens of the houses

Circulated to Cllrs in advance. Cllr Castle suggested that encouraging people to keep their dogs on a lead at this section might solve the problem. It is also a safety issue with the number of vehicles on this stretch of track it is not safe having dogs running loose. Dog Poo Fairy notices to be displayed encouraging people to pick up after their dog - there is a litter bin available at entrance to allotments. Signs to be displayed indicating the dead end/no through road (delivery vans have been seen trying to head on up the track) and a Stay Alert and keep dogs on a lead sign.

The Chairman reminded Cllrs that the 3ft strip of land belongs to LPC despite what King and Johnson says.

C. Email from concerned resident about the Post Office Queue

A resident had contacted Cllr Reid concerned that people were queuing inside the shop, down the middle isle for the Post Office. Cllr Reid had passed this onto the 4VPO Committee to speak directly to the shop.

All other correspondence was noted.

CLERK REPORT

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. The verge is being maintained not by the school. There is a tree on the verge that needs work.

TREE WORKS ON REC

The agreed tree works have now been completed on the rec ground.

PLAYAREA REPAIRS – CRADLE SWINGS

Awaiting works to be done.

DOG POO BIN FOR COURT HILL

Clerk has been asked by a resident if we would consider providing a dog poo bin on Court Hill, somewhere along near the large verge outside the allotments. There is an issue with dog waste on this verge and pavement. Clerk has also provided posters to another resident for this same stretch of road. It was proposed by Cllr Moore that we provide a poo bin, this was AGREED by all.

SURGERY SIGNAGE

A resident has suggested that the surgery is not very well signposted from the A257, the School has a sign on Jubilee and perhaps the surgery could do with one. Nonlocals are often given appointments at the surgery from the other 2 surgeries in the group and struggle to find the surgery. Clerk to contact surgery and suggest they look into this.

121. PARISH POLL/SURVEY

The Clerk and Cllr Moore reported a total of 149 responses to the parish poll. This was 142 objecting to the proposal and supporting the use of village money to gain expert advice and 7 votes not wanting to spend village money fighting. LPC now have the opinion of the village and will move forward with this.

Cllr Giles suggested we look for support from the Kent MP's that were opposing development on agricultural land. Clerk to check which MP's this was.
The Chairman is to seek advice from CPRE and see if they could help us.

We are not going to see the full list of sites put forward to CCC until springtime.

122. WOODEN BOLLARDS OUTSIDE THE SHOP

An email had been received concerning the safety of the wooden bollards outside the shop, following an accident that occurred. The bollards are at different levels, with one very short and not so visible. They were put in place to protect the shop/cashpoint from vehicles. Some of these bollards are in a poor state/rotten and are not as visible as they should be. Black and yellow hazard tape has been added to the short post as a temporary measure but a permanent solution needs to be found.

LPC would need to involve the 4VPO and WMH for a 3 way split for any major works – carpark works should be shared responsibility.

Cllr Reid to check the lease.

Clerk to forward issue to 4VPO so they are aware of the problem and ask for thoughts on replacement.

123. LITTLEBOURNE HORTICULTURAL SOCIETY

Cllr Hurlow reported that a new LHS Committee had now been elected, following the nominations prior to Christmas, arranged by the Clerk. There had originally been ten nominations for nine roles but one candidate had withdrawn so a ballot was not needed. The necessary roles are being agreed within the committee.

124. ANY OTHER MATTERS FOR DISCUSSION ONLY

Cllr Reid informed Cllrs of the recent problems with the hall roof, during December the roof above the ladies toilet had leaked causing damage to the ceiling. The WMHC are hoping to get a survey of the roof carried.

The clerk confirmed she would keep a minimal office presence as per the current work at home guidance.

The Helping Neighbours Scheme would come back into action. To be readvertised on web/noticeboard/Facebook. Cllr Moore to ring those registered on our list to see if they are still needing assistance and letting them know we are able to help in the same way as before.

Meetings would continue to be held via Zoom going forward until advice changed.

The meeting closed at 9.05pm.

Dates of future meetings: 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
PLANNING REPORT, 6 JANUARY 2021**

APPENDIX 2

New Applications

CA/20/02657	Single-storey extension to create an externally accessible disabled WC. 58 High Street Littlebourne Canterbury Kent CT3 1ST	LPC Application Interest declared.
CA/20/02685	Single-storey rear extension following demolition of existing garage and conservatory. 7 Hillcrest Road Littlebourne Canterbury Kent CT3 1TJ	As previously submitted application for lawful development – same plans. No objections from LPC
CA/20/02808	Pitched roof and enlargement of door opening to garage. 23 Cherry Orchard Cottage, Cherry Orchard, Littlebourne CT3 1QG	No objections from LPC
CA/20/02696	Erection of two-storey dwelling following demolition of existing dwelling. 46 The Hill Littlebourne Canterbury Kent CT3 1TA	Response by 28 Jan Postcards delivered to direct neighbours. Application to be looked at further by Planning sub committee and response submitted.

Notifications

CA/20/01184 & 1185 Listed	Change of use from dwelling to residential care home together with single-storey side extension and glazed single-storey rear extension following demolition of the existing outbuilding and part of the building wall.	GRANTED 13 NOV 20
CA/20/02215	Application for lawful development certificate for single-storey rear extension. 7 Hillcrest Road Littlebourne Canterbury Kent CT3 1TJ	Would not be lawful 30 NOV 20

Trees

CA/20/00822	T1 - Variegated Western Red Cedar - located on edge of access drive in close - to raise crown to 2m. 7 Newing Close Littlebourne Canterbury Kent CT3 1UX	No concerns raised
CA/20/02539	T1 - Horse Chestnut - Tree is in decline and in close proximity to the main road - Fell TG2 - consisting of 1x medium Hawthorn, 1x medium/large Sycamore, grouping of 5 stems regenerated from a previously fallen Sycamore stem – Fell Littlebourne Lodge Residential Care Home High Street Littlebourne Canterbury Kent CT3 1UN	No concerns raised
CA/20/02581	Fell two self sown trees, one elder and one sycamore, located by telegraph pole and side of garage. 3 Nargate Street Littlebourne Canterbury Kent CT3 1UH	No concerns raised
CA/20/02755	Beech (T1) - trim overhanging branches back by 10% to	No concerns raised

	boundary line. Beech (T2) - trim overhanging branches back by 10% to boundary line. Beech (T3) - trim overhanging branches back by 10% to boundary line. Holly (T4) - trim overhanging branches back by 10% to boundary line. Oak (T5) - trim overhanging branches back by 10% to boundary line. Oak (T6) - trim overhanging branches back by 10% to boundary line. Holly (T7) - trim overhanging branches back by 10% to boundary line. Rear Of 22 And 28 Bekesbourne Lane Littlebourne Canterbury Kent CT3 1UY	
CA/20/02847	Willow in rear garden, 30% crown reduction, thin out and removal of dead wood. 40 Nargate Street Littlebourne Canterbury Kent CT3 1UJ	No concerns raised

**LITTLEBOURNE PARISH COUNCIL
FINANCIAL REPORT FOR MEETING 6 JANUARY 2021**

APPENDIX 3

(A) RECEIPTS

Wayleaves – UK Power Networks	79.79
LPC News renewal	20.00
TOTALS	£99.79

(C) DIRECT DEBITS

1x1 Ionos	Website monthly charge January	18.00
BT	Quarterly broadband and phone for office	240.21
Unity Bank	Service and handling charge for quarter	23.40
Nest	Clerks pension January	95.71
TOTALS		£377.32

(D) AUTHORISATION OF ACCOUNTS

Payment type	Details	Amount
BACS	Staffing payments	1400.19
BACS	Mrs Clayson – litter picking/sweeping/strimming	440.00
BACS	Landcare – rec ground tree works	600.00
BACS	Expense payments	143.41
BACS	Stationary supplies	137.51

BACS	Mickle Creative – LPC News printing	252.00
BACS	The Vineyard Garden Centre – Fifth Trust services	79.75
BACS	Funnell Electrical – replacement lamps on School pathway and office	50.00
BACS	KALC Honorarium	30.00
TOTALS		£3,132.86