

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE REMOTE MEETING HELD ON 7 APRIL 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 Jessica Phillips
County Cllr Michael Northey

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

164. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the Zoom meeting. Apologies received from Cllr Castle (working)

165. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

166. MINUTES OF THE MEETING HELD 3 MARCH 2021

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

167. POLICING AND NEIGHBOURHOOD WATCH

The following report had been received from PCSO Castle:

Littlestour & Adisham March 2021

No crimes of note

A Few reports of Covid-19 breaches within local areas

Aware of recent social media concerns regarding dog thefts. Although this can be very concerning to dog owners the number of crimes in Canterbury is extremely low.

168. ADJOURNMENT

There was none.

169. COUNTY COUNCILLOR

Cllr Northey reported that the previous candidate for the KCC elections had stood down and that he will now again be standing as a KCC candidate for the elections in May. Report wise not a lot to report from KCC but pointed us in the direction of the KCC website as a useful source of information. www.kent.gov.uk

The Chairman asked Cllr Northey about the remote meetings legislation ending and how KCC would be managing this. Cllr Northey explained that they would not longer be able to use remote meetings after 7th May but at present there is nowhere large enough to hold a full KCC meeting keeping sufficient social distancing in place except for Kent County Show ground. He explained that an appeal has been made to the High Court by Lawyers in Local Government/ Association of Democratic Services Officers/Hertfordshire CC, for a declaration that the law already permits for the holding of remote meetings, this is being supported by NALC and should be decided by the end of April so should bring more clarity.

170. PLANNING/TREES

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

171. HIGHWAYS

A257 Road Sweeping

Cllr Giles brought to the Councils attention the current state of the gutters in the village. There was a time when the road sweepers would come through the village every two weeks, then this reduced to only when we complained, then lockdown occurred. The problem now is the dirt is so impacted in the gutters it required more than a brush to make a difference. The road sweeper CANECO has been out recently but mostly spread the debris around, a shovel is needed to loosen the dirt firstly. Cllr Giles commented that within the city the gutters look in a much better state than the rural areas.

KCC and CCC need to work together as the drains are the responsibility of Highways and the sweeping CCC.

Cllr Reid to email Cllr Fitter direct as he had stated he wanted to hear of continuing problems with waste/rubbish.

Cllr Phillips joined the meeting at 7.20pm

The Maltings carpark

Cllr Giles had been contacted by a resident of The Maltings who was concerned over the loss of more parking spaces in the carpark there. A resident of Bekesbourne Lane whose property backs onto this carpark appears to be creating a carport and rear vehicular access from this carpark. The resident has also contacted CCC direct, as this is a CCC carpark. We await to see what response is received from CCC. Clerk to flag up with Cllr Louise Jones. Follow up this item at the May meeting.

172. FINANCE

AUTHORISATION OF ACCOUNTS

There were receipts totalling £142.00 NOTED for this month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £1867.23 relating to the year 2020-21 and £3578.26 relating to 2021-22 together with Appendix 3a presented at the meeting totalling £11972.74 was proposed by Cllr Giles and seconded by Cllr Reid, this was unanimously AGREED. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

BUDGET EXPENDITURE SHEET 4TH QUARTER

The figures laid out in Appendix 3b were previously circulated to Cllrs and represented the expenditure of precept and concurrent for the 4th quarter/year end of 20-21. Total expenditure for the year is £43,509.75 (precept and concurrent expenditure-) plus Community fund grants of £1,315.10.

EAR MARKED RESERVES

The figures laid out in Appendix 3c & 3d were previously circulated to Cllrs and showed the EMR at year end (2020-21) and the start of the new financial year (2021-22) – with new amounts added in from this years budget.

173. CLERKS REPORT CORRESPONDENCE

- A. KCC Highways Forward Works for next 5 years – circulated to Highways Cllrs
- B. PKF Littlejohn – Audit details for year end. Dates to return to normal so accounts to be submitted by 2nd July at latest
- C. Governments Welcome Back Fund – details circulated to Cllrs
- D. KALC Remote meetings update – as circulated to Cllrs
Legislation not to be renewed to enable parishes to hold remote meetings past 7th May.
- E. Further communication from resident of Wickhambreaux regarding the timber bollards outside the shop, in particular the low level one. There has been discussion between LPC and the 4VPO on this matter. The bollards were put in place to protect the cash machine so should not be the responsibility of LPC or the hall, and thus fall within the area of the shop and should be their responsibility. Cllr Farrow is to attend the 4VPO meeting tomorrow night (8th April) and will report back that this is the stance of LPC. Cllr Moore mentioned at this point that as part of looking at an upgrade of the carpark area itself she and Cllr Castle had looked a perhaps replacement cast iron style bollards going forward, this would be something to be shared cost wise rather than the shop to cover.

All other correspondence was noted.

CLERK REPORT

NEW BINS

The two new bins have been fitted at the bus shelters.

NEW ASSETS

The Clerk has added the two new bins for the bus shelters and the new sign on the list to the fixed asset register, these will be included into the insurance when this is renewed. Query over the ownership of new sandbag bins raised with CCC.

VILLAGE SIGN

The half of the sign that blew down in the high winds has now been put back in place on the post on The Green.

LPC NEWS SPRING EDITION

Delivered to all properties in the Parish, more remote locations posted rather than delivered by hand.

174. RIVER UPDATE

Cllrs Giles and Shaw reported that the requested sandbag storage units had now been fitted in Nargate Street, these were filled with approx. 120 sandbags and initially not locked. 20 bags had been immediately taken by a resident to protect his garden from the river. LPC had purchased combination locks to put in position but the units had been subsequently padlocked by CCC. These sandbags are supplied for the protection of homes, if residents wish to protect their gardens they must purchase their own sandbags. We are awaiting CCC confirmation over ownership of these units for insurance and asset register purposes.

Cllr Shaw mentioned that the river is still running very high, without a particular reason. There is only one board in place for the relief channel. Cllr Hurlow mentioned two large

willow trees that are down across the river at Seaton, which may be restricting the flow and causing a backup. Cllr Shaw to check with Martin Twyman, Chair of the LS&NRMG.

175. CRICKET CLUB REQUEST

A request had been received from the secretary of Littlebourne Cricket Club for permission to replace the batting and bowling ends on the pavilion end of the square. This would be a replacement of the existing artificial surface with a new 'Wilton' weave surface. Cllr Reid proposed permission be granted, this was seconded by Cllr Moore and AGREED by all. Clerk to advise.

176. LWMH ROOF WORKS UPDATE

Cllr Reid gave the update, three quotations have been obtained for the flat roof repairs above the ladies toilets and accessible toilet, with one of these being accepted. There was some discussions regarding the payment for these works and whether there would be a contribution from LPC or indeed any of the other parties, nothing was agreed at this point.

177. MEETING FORMATS FROM JUNE ONWARDS

Current Gov legislation allowing remote meetings has not been extended past 7th May. The LPC May meeting on 5th will be fine but after that date it is not clear, in theory the expectation is a return to face-to-face meetings.

The June meeting will be reviewed, and a decision made how to proceed at our May meeting.

178. AOB: FOR INFORMATION SHARING ONLY

Cllr Shaw shared some information he had received on a free Safe and Well visit where you can have free smoke alarms fitted (if you are over 70, have a long-term medical condition, are pregnant). This can be arranged through KFRS contact them direct on 0800 923 7000 selected the safe and well option (mon to friday 9-5pm)

The meeting closed at 8.03pm.

Dates of future meetings: 5 May (remote), 2 June, 7 July, 1 September, 6 October, 3 November, 1 December 2021.

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL
PLANNING REPORT 7 APRIL 2021**

APPENDIX 2

New Applications

KCC/CA/0042/2021	Replacement of the current wall system to all elevations of the property encompassing the replacement of all timber doors with aluminium. Littlebourne CEP School, Church Road, Littlebourne CT3 1XS	LPC no objections
CA/21/00543 & CA/21/00544 Listed Building consent	Single storey rear extension following demolition of existing extension.	LPC no objections

	Littlebourne Court, Church Road, Littlebourne CT3 1TU	
CA/21/00618	Change of use of ground floor from Doctors Surgery to residential accommodation. Removal of porch, hanging sign & air conditioning unit and enlarge a window opening to form a patio door. The Corn Stores 12 Nargate Street Littlebourne Canterbury Kent CT3 1UH	LPC no objections
CA/21/00622	Application for listed building consent for installation of external wall mounted electricity cabinet to front elevation. 48-50 High Street, Littlebourne CT3 1 ST	LPC no objections
CA/21/00664	Summer House in rear garden 54 Bekesbourne Lane, Littlebourne CT3 1UY	LPC no objections
CA/21/00666	Single storey car port and storage outbuilding 54 Bekesbourne Lane, Littlebourne CT3 1UY	LPC no objections

Notifications

CA/21/00055	Forestry Commission consultation for Felling Licence - 019/19/2021. Pine Wood Canterbury Road Littlebourne Kent	DECIDED NO OBJECTION 16/03/21
-------------	--	----------------------------------

Trees

CA/21/00619	Leyland cypress hedge in rear garden - size reduction from 12 feet to 7-8 feet height. 11 High Street Littlebourne Canterbury Kent CT3 1ST	No objections raised
CA/21/00582	T1 crab apple tree- remove due to rot and exposed root, located in left corner of rear garden. 19 Nargate Street Littlebourne Canterbury Kent CT3 1UH	No objections raised

LITTLEBOURNE PARISH COUNCIL FINANCIAL REPORT FOR MEETING 7 APRIL 2021

APPENDIX 3

(A) FINANCIAL MATTERS

- (a) TO RECEIVE the bank statements for February 2021, and TO RESOLVE the signature of the Chairman thereon.
- (b) TO NOTE the Clerk has invoiced for the CCTV recharge split 4 ways to the WMH, Rec Club and 4VPO totalling £71.00 each.
- (c) TO NOTE the clerk has invoiced Mr Twyman for the Court Hill field land rental of £150.00 for 2021-22.
- (d) TO NOTE the clerk has invoiced LWMH for the annual ground rent of £5.00 for 2021-22.
- (e) TO NOTE the clerk has prepared the 4th QTR VAT reclaim totalling £692.70.
- (f) TO NOTE CCC have confirmed our capital grant of £7,342.41 for the toilet project can be rolled over to 2021-22.

(B) RECEIPTS

4VPO - CCTV annual contract recharge split 4 ways	71.00
---	-------

Rec Club - CCTV annual contract recharge split 4 ways	71.00
TOTALS FOR 2020-21	£142.00

None	
TOTALS FOR 2021-22	£0.00

(C) DIRECT DEBITS

1x1 Ionos	Website monthly charge April	18.00
BT	Quarterly phone and broadband for office	231.75
TOTALS		£249.75

(D) AUTHORISATION OF ACCOUNTS

PAYMENTS RELATING TO THE YEAR 2020-21

BACS	Glasdon – supply of two bins and anchor fixings for the bus stops	770.98
BACS	Bibby Factors/Sec Works – reinstallation and repair of village sign on The Green	189.78
BACS	Bibby Factors/Sec Works – supply and installation of signage on The List	168.00
CHQ	Millennium Award Winner Cheque	100.00
BACS	Expense payments	26.47
BACS	Mickle Creative – LPC News spring edition printing	252.00
BACS	FS Property maintenance – Fitting of two litter bins at bus stops	240.00
BACS	Bourne to Garden – contract mowing March	120.00
TOTALS FOR 2020-21		£1867.23

COMMUNITY FUND PAYMENT RELATING TO THE YEAR 2020-21

CHQ17	NHW – two additional NHW signs for village	16.00
TOTAL		£16.00

PAYMENTS RELATING TO THE YEAR 2021-22

BACS	St Vincent's Church – grant towards churchyard maintenance for 2021-22	1050.00
BACS	Expense payments	172.82
BACS	CPRE – annual subscription renewal	36.00
BACS	Staffing payments	1500.63
BACS	Mrs Clayson- litterpicking/sweeping/strimming	520.00
BACS	Action with Communities in Rural Kent – annual subscription	80.00
BACS	KALC – annual subscription renewal	587.26
BACS	LWMH – contribution for use of LPC Office and hall for meetings 2021-22	1100.00
BACS	LWMH – Turners Orchard concurrent funding element	600.00
TOTALS FOR 2021-22		£5646.71