LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING 12 FEBRUARY 2025 HELD AT 7PM IN THE LWMH MEETING ROOM

Present: Parish Cllr Peter Farrow (Chair)
Parish Cllr Giles (Vice Chair)
Parish Cllr Andy Fraser
Parish Cllr Melanie Moore
Parish Cllr Brian Hurlow
Parish Cllr Cate Reid
Parish Cllr John Sullivan

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

123. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE
The Chairman welcomed everyone to the meeting. Apologies were received and accepted from Cllr Castle.

124. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION
There were none.

125. MINUTES OF THE MEETING HELD 8 JANUARY 2025
The minutes from the previous meeting were proposed by Cllr Moore, seconded by Cllr Reid and AGREED as a true record of the meeting. They were duly signed by the Chairman.

126. POLICING, COMMUNITY WARDEN AND NHW
Our new Community Warden Roger Lithgow had sent in a report that was circulated to Cllrs, this was mainly an introduction explaining the areas he is covering (Sturry ward and Little Stour ward). Roger can be contacted on 07813 713083 Poster displayed on noticeboard and in LPC News.

127. ADJOURNMENT
There was none.

128. COUNTY COUNCILLOR
Cllr Sole had forwarded his written report, which had been circulated to Cllrs, relevant items below:

- I attended the A257 traffic group with representatives of parish, district and county councillors representing areas along its route, to discuss safety issues.
- At KCC I have been to the full council meeting and the Growth and Economic Development Cabinet Committee where I raised issues about libraries, community wardens and the costs of local government reorganisation.
- It was a pleasure to be invited to the Lord Mayor's Awards where three community champions were given awards for their voluntary work across the district.
- This month is when both the KCC and CCC budgets are agreed

129. CITY COUNCILLOR
Cllr Lee Castle had sent a written report which had been circulated to Cllrs, relevant items below:

- In Littlebourne, correspondence with residents has focused on parking issues, particularly regarding persistent violations of double yellow line restrictions.

- I have been in discussions with the local Eco group about thermal surveys aimed at promoting energy efficiency.
- Wickhambreaux PC have raised concerns over recurring fly tipping in a specific area. I will be liaising with the enforcement teams to explore solutions, including installation of signage and surveillance cameras to deter further incidents.
- At the full council meeting is spoke about the impact of changes to national insurance costs on parished areas.

The Chairman picked up on the matter of fly tipping as the Chair of Wickhambreaux had spoken with him over this matter, this specific location falls within the boundary of Littlebourne Parish and is prone to rubbish being dumped. Unfortunately, it was felt that there wasn't anything we could usefully do, the area itself being too big for cameras to be effective. This waste is then down to the landowners to clean up at their own cost, but to fence off the whole area to prevent the dumping would be a very costly exercise.

Cllr Giles suggested LPC write to KCC about the continued need to book an appointment to use their waste recycling centres. It is felt the continuation of these arrangements has led to increased fly tipping in the rural areas. Clerk to write to KCC.

130. PLANNING/TREES

Planning items were noted as per Appendix 2 – attached at the end of the minutes.

It was also NOTED that the Gladman application in Minster, Thanet for 115 homes that had been taken to appeal had been rejected by the Planning Inspector.

131. HIGHWAYS

Cllr Reid raised the previously suggested sale price for the Speedwatch equipment as she felt £1000 was too much for something of this age and style especially now handheld options are available. Following some research into prices between meetings this amount seems unrealistic. Cllr Reid proposed an alternative approach would be to ask parishes to make an offer if they were interested and the clerk would then bring any offer back to LPC for decision, this was AGREED.

Cllr Giles had attended the last A257 Group meeting where they were compiling a list of things that had yet to be achieved from the A257 Plan.

132. FINANCE

AUTHORISATION OF ACCOUNTS FOR PAYMENT

There were receipts totalling £90.00 NOTED for the month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £1734.99 and Appendix 3a totalling £3680.25 was proposed by Cllr Moore, seconded by Cllr Hurlow and AGREED by all. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

133. CLERKS REPORT

CORRESPONDENCE

A. Local Nature Recovery Strategy consultation

Email inviting us to get involved with the current consultation on the draft Local Nature Recovery Strategy which is open until 12th March. Details in the link below:
https://letstalk.kent.gov.uk/nature-recovery

B. Safety of Lithium -ion-Batteries campaign

LPC have been contacted on this campaign previously last summer, the campaign is gaining momentum with support from 500 local councils and NALC. Info circulated to Cllrs.

All other correspondence was noted.

CLERK REPORT

RAMBLERS FOOTPATH OBSERVER FOR LITTLEBOURNE
The Clerk advertised this role on Facebook, the website and parish noticeboard. A couple of residents came forward and the clerk forwarded the details of the first to reply onto Amanda at Canterbury Ramblers.

REMAINING MANCHESTER BOLLARD
This works was completed this week.

VILLAGE SIGN ON THE GREEN
Resident, Mr Lonergan has now finished the refurbishment of this sign and has put back in position. This sign was in a poorer state than the other and required a new fixing bar and completely taking down. The Chairman suggested as soon as the receipts had been received for repayment of costs a formal letter of thanks should be written to Mr Lonergan thanking him for his work refurbishing the two signs.

NARGATE STREET FINGERPOST
Our temporary Highways steward confirmed that it was highways that refurbished the finger post on Nargate Street after Cllr Moore reported it.

SIGNAGE ON BUILD OUT
The flattened sign on the bottom build out on The Hill has been reported by the Clerk to Highways to replace. This has been replaced already.

PARKING ON YELLOW LINES AT THE END OF JUBILEE
A resident has made contact regarding the constant parking on the yellow lines at the High Street end of Jubilee, making it difficult for this resident to exit her driveway. This had also been reported to CCC Cllr Castle. Monitor the situation going forward and report any vehicles parked to CCC enforcement.

NEW WEBSITE/EMAIL ADDRESSES
New website www.littlebourneparishcouncil.gov.uk is now live, the old site is also still available but clerk has added a message to say this is no longer being updated and a divert button to the new site. New emails addresses are in action for some Cllrs, the rest need to be set up. Clerk has setup a divert from the old Cllr emails to the new (for all those in operation), on the clerks old email is an autoresponder giving the new email address (they are still all accessed via the clerks inbox at present). The existing domain will remain in action for a good few months until we are sure everything is swapped over.

KENT CARE DIRECTORY
Clerk has a stock of the recently published new edition of Kent Care Services Directory 2025 for anyone to collect but the digital version can be accessed below;
https://www.carechoices.co.uk/publication/kent-care-services-directory/

Clerk will put out at APM and offer for collection in LPC News.

LPC NEWS MARCH
The March edition will go to print on 15th ready for March delivery with C&V. Chairman to write report for inclusion.

ANNUAL PARISH MEETING
Clerk drafted a poster to advertise this years APM, this was agreed for use. Usual groups to be invited to give reports. Wine and nibbles to be served after the meeting this year.

ELECTRIC VEHICLE SHOW

LPC have been approached for permission to hold another EV carshow in the long carpark, following the success of last years one. The date requested is Saturday 15th March. The clerk has asked the football club if they have a match that day but the fixtures are not yet available. Cllr Reid reminded the clerk to check with the hall in case they have any large bookings that day that might need the carpark. Providing neither the football club(morning event finished before any potential match would start) nor the hall would be impacted LPC did not have a problem with the use of the carpark for this event.

MUGA QUOTATION

Prior to the elections we did consider applying for a funding stream: The Community Ownership fund, but the Expression of Interest period closed due to the announced election. Clerk did make initial enquiries regarding obtaining a quote for the creation of a MUGA on the BMX track as this information would have been needed to complete an Expression of Interest. This quotation has been received but without this funding stream it is not possible to take this any further at present

134. DEVOLUTION UPDATE

Following the news that Kent was not selected for the fast track Government scheme for the creation of unitary authorities this would now not be happening at the present and the KCC elections will now take place in May as usual. The timescale for the delivery of the unitary authorities in Kent is now unclear.

CCC are holding a meeting to update parish councils on 11 March. Clerk and Cllr Giles to attend and report back to LPC.

135. MILLENNIUM AWARD 2025

This had been well advertised in the December LPC News, on Facebook, the website and noticeboard however the Clerk had not received any nominations by the end of January deadline. Due to the lack of nominations, it was proposed by the Chairman that this year's award is deferred and the prize money added to next years, this was seconded by Cllr Hurlow and AGREED.

The meeting closed at 7.55pm

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

Dates of future meetings: 5 March, 19 March APM,2 April, 7 May Statutory Annual Meeting, 4 June, 2 July, 3 September, 1 October, 5 November, 3 December 2025.

Signed……. (Chairman)

Date……...

LITTLEBOURNE PARISH COUNCIL
PLANNING REPORT 12 FEBRUARY 2025 **APPENDIX 2**

Applications since last meeting

CA/24/02269	Change of use from agricultural shed to offices.	No objection to be raised by LPC

	Woolton Farm, Bekesbourne Lane, Bekesbourne, Kent CT4 5EA	

Notifications

Enforcement

Trees works

CA/24/02148	T1-T3 - Beech, 1 metre crown reduction to remove branches overhanging my property. T4- Holly, 1 metre crown reduction to remove branches overhanging my property. T5-T7- Oak, 1 metre crown reduction to remove branches overhanging my property. 15 The Maltings Littlebourne Kent CT3 1SS	CCC – Decided No objection
CA/25/00088	T2-Yew, prune back the east facing canopy of the tree by 2.5 metres. T3-Yew, reduce the length of all south facing branches by 3 metres. T4-Yew, reduce the length of all south facing branches by 2 metres. T7, Cedar, remove the snapped hung branch. T8, sycamore, removal of the dead central most stem, pruning out deadwood and reduction of height by 6 metres with the shortening of south facing stem by 4 metres. Saint Vincents Church, Church Road Littlebourne Kent CT3 1UA	No concern raised by LPC

LITTLEBOURNE PARISH COUNCIL **APPENDIX 3**
FINANCIAL REPORT FOR MEETING 12 FEBRUARY 2025

(A) FINANCIAL MATTERS

(a) **RECEIVED** the bank statements for December 2024 and RESOLVED the signature of the Chairman thereon.
(b) **NOTED** the clerk has invoiced four renewal advertisers and one new advertiser for the LPC News for the next edition.
(c) **NOTED** the completed form for Unity to update the email contacts and RESOLVED the signatures of two councillors on the form.

(B) RECEIPTS

Visiting Angels - LPC News new advertiser	20.00
All Type – LPC New renewal	20.00
Toilet income – cash paid in via Post Office	30.00
Kent Mole Catcher – LPC News renewal	20.00
TOTALS	**£90.00**

(C) DIRECT DEBITS

LGA 1972 s.142 -	1x1	Website monthly charge Feb	19.20

websites	Ionos		
LGA 1972 s.111 – Ancillary power	Unity	Monthly account fee Feb	6.00
LGA 1972 s.142 - websites	IONOS	Basic email fee – 3 months	38.40
LGA 1972 s.111 - - Ancillary power	Unity Trust	Banking charge Jan	6.00
LGA 1972 s.112 – employment of staff	Nest	Pension contributions Feb	117.88
		TOTALS	**£187.48**

(D) AUTHORISATION OF ACCOUNTS

LGA 1972 s.111 – Ancillary power	BACS	Expenses – MS Office for laptop	84.99
Public Health Act 1875 s.164 - Recreation	BACS	Landcare – Felling of storm damaged Cherry Tree & removal of Hazel cob stands at Cherry Orchard (£468.75 paid from EMR Cherry Orchard funds, LPC to fund remaining £1181.25)	1650.00
Litter Act 1983 ss.5-6	BACS	Mrs Clayson – litterpicking and sweeping Jan	663.00
LGA 1972 s.112	BACS	Salary payments February	1744.35
Public Health Act 1875 s.164 - Recreation	BACS	New Build Landscapes – The Laurels open space maintenance Jan	174.00
Public Health Act 1936 s.87 – Public toilets	BACS	AHA Property Services – toilet cleaning Jan	161.00
LGA 1972 s.111 - - Ancillary power	BACS	E Scape Computing – Annual laptop service & 1 years Norton Security Subscription	65.50
RTA 1984 s.57(1)(b) - Car parks	BACS	S Lewis – supply and installation of remaining Manchester bollard outside shop	408.00
LG & Rating Act 1997 s.31 - Crime prevention	BACS	Spy Alarms – Annual CCTV maintenance contract	464.40
		TOTALS	**£5,415.24**