

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING 1 APRIL 2026 HELD AT 7PM IN THE LWMH MEETING
ROOM**

Present: Parish Cllr Mick Giles (Vice Chairman)
Parish Cllr Brian Hurlow
Parish Cllr Melanie Moore
Parish Cllr Lee Castle

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

142. THE VICE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Vice Chairman welcomed everyone to the meeting. Apologies were received and accepted from Cllr Farrow, Cllr Marsh and Cllr Reid.

143. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

144. MINUTES OF THE MEETING HELD 4 MARCH 2026

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

145. POLICING AND COMMUNITY WARDEN

The clerk advised that Community Warden Roger Lithgow was now back covering our area, following his secondment to Ashford. Keeley Taylor has now moved to the Folkestone team.

Roger can be contacted on 07812 089485/ roger.lithgow@kent.gov.uk

146. ADJOURNMENT

There was one member of the public present and he queried the current status of the phone box refurbishment project, which he was keen to be involved with. Cllr Moore was able to give a quick update and said she would be in contact to move the project forward.

147. COUNTY COUNCILLOR

Cllr Mike Sole was not in attendance but his monthly report main items below:

- I've had a few small victories with KCC this month involving drainage issues. Some long-standing problems in Pett Bottom are being addressed, some French Drains will be installed between Barham and Breach where it regularly floods, and the cabinet member for highways has agreed to look at issues in Bridge during a site visit with drainage engineers in April.
- At the Joint Transportation Board, I spoke against the introduction of a 20-minute parking restriction in Bridge. There had been record opposition from residents to this proposed change, so I am pleased that things are staying as they are.
- The full council meeting at KCC hit the headlines for several reasons. I'll let you draw your own conclusions, but whilst the chaos continues, I'll continue to work to get things done at a local level.

148. CITY COUNCILLOR

Cllr Lee Castle was in attendance and covered the following points:

- Local Plan has now advanced to Regulation 19 (this was agreed at a full council meeting last month). Anyone wishing to make any representations on this plan needs to do so at

Regulation 19 stage, the inspector will not allow speakers that have not submitted comments at this stage.

- From 1st April residents can now recycle tetra packs in the blue recycling bins
- The park and ride service is available at a reduced rate of £1 (or 80p for resident permit holders) until the end of the Easter holidays.
- There have been LGR announcements for other counties made by the Government where they have gone with smaller unitaries rather than the larger options.
- There is a district fly tipping visiting day planned for next week by CCC
- Work is due to start on the Mountfield Park development imminently. Full details can be found at www.southcanterbury.co.uk

149. PLANNING

There current applications were discussed see Appendix 2 at the end of the minutes.

CCC DRAFT LOCAL PLAN REGULATION 19

Cllr Castle reminded Cllrs that without making comment at this stage LPC would be unable to be involved when the Local Plan goes in front of the Inspector. Any comments need to be considered against the following tests as the Inspector is checking the plan is legally compliant and sound:

- Positively prepared: That it meets the district's housing and development needs (based on evidence)
- Justified: That it provides an appropriate strategy (compared to reasonable alternatives)
- Effective: That it is deliverable over the plan period
- Consistent with national policy and legal requirements

Deadline for comments is 18 May 2026. Response to be compiled and circulated by Clerk ready to be finalised at the May meeting.

150. HIGHWAYS

Cllr Hurlow updated the Cllrs on the meeting of the Traffic Action and Highways subcommittee that was held earlier today.

Cllr Castle was asked if Speedwatch sites within the 20mph zones could now be assessed for suitability by the Kent Police Speedwatch team. Cllr Castle and Clerk to liaise to ask for this to happen. There was hope that sites on Nargate Street, Jubilee Road and Court Hill could be approved for use.

From the current HIP some work is in the pipeline and some requires further investigation and costings, before any actions can be taken. Highways have agreed to fund and install and bollard by the Maltings bus stop to prevent vehicles mounting the pavement to drive this stretch of High Street when something large is oncoming.

Some new suggestions for the next HIP review were considered and can be added at the next review, which will be early 2027.

Cllr Giles mentioned that from the last A257 Group meeting, the group had agreed to write to the Department of Transport regarding the flexibility of interpretation of rules and regulations, how much leeway do Kent Highways have to follow their own rules on signage etc.

In pursuit of a 20mph limit on The High Street, the subcommittee would like to firstly canvas those properties on this stretch of road, before giving our 20mph posters and stickers.

151. RIVER

Cllr Giles reported that the reiver levels had now dropped and were now at a fairly normal level for the time of year. It was noted that the EA had now put the alleviation channel boards back in.

152. FINANCE

AUTHORISATION OF ACCOUNTS FOR PAYMENT

There were receipts totalling £339.75 NOTED for the month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £7638.34 and Appendix 3a totalling £4109.72 were 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.

END OF QUARTER BUDGET EXPENDITURE REPORT

The end of 4th quarter budget expenditure report was received by the Cllrs.

ADDITIONNAL SIGNATORY FOR LPC ACCOUNTS

Cllr Moore proposed that Cllr Castle be added as a signatory on the LPC accounts, this was seconded by Cllr Hurlow and AGREED. Clerk to action.

153. CLERKS REPORT

CORRESPONDENCE

A. Reopening of Manston Airport consultation

RiverOak Strategic Partners Limited (RSP) is working to develop and reopen Manston as an air freight hub. Full details and the consultation is now available via the below link:

<https://consultations.airspacechange.co.uk/manston-airport/manston-airport-consultation/>

B. Dog fouling campaign update

Following on from the information we provided at our last meeting Cllr James has shared the survey results and the following feedback.

"Cllr. Mike Sole has shared my email with Cllr Connie Nolan, who is CCC Cabinet member for enforcement. She is going to contact me and arrange a meeting with CCC officers and herself.

I'm hoping to be able to invite other parish councillors along to this but at the moment it's too early to see how this will look. If not, I'll send an email out asking for permission to share details of the sites individual councils raised as 'hotspots'.

Still plugging away with local press regarding the public awareness campaign. With the Meningitis news it's hard to get anything to cut through at the moment. Early interest has been shown by the KM group, however."

Summary of survey results circulated– 14 Parishes responded, including LPC

C. Email from 4VPO Chairman, Robert Spencer

Asking on behalf of the Four Villages Post Office to position a small container in the carpark at the end of April when the shop is refitted, this will be for additional storage. In principle LPC are in agreement as the refit will benefit residents and users, some reservations over position of the container. Ideal location tucked into longcar, where disabled spaces used to be, or tucked elsewhere out of the way in the main carpark. Clerk to liaise with 4VPO.

All other correspondence was noted.

CLERK REPORT

POTHoles IN CARPARK

Have reopened up over the winter, quotations being sought, ongoing.

EV CHARGE BAYS

Rubber car stoppers still awaiting repair from Connected Kerb.

LARGER LITTER BIN FOR THE LIST

Has now been installed and the existing one removed.

BIN AT END OF LONG CARPARK

Clerk has received reports of household waste being placed in this bin, making it very full and difficult to empty for Mrs Clayson. Clerk has made a sign for the bin asking people to refrain from doing so or the bins placement might have to be reconsidered.

BT PHONE BOX ON THE HIGH STREET

Clerk has returned the contract to BT and £1 payment has been made via BACS.

GRAFFITI ON RECREATION CLUB REAR DOOR

Only a small amount and Clerk managed to clear this off with graffiti removal spray.

WATER BOTTLE FILLER

Clerk went to turn water supply back on after winter and it appears a pipe has burst inside the stainless-steel unit. Plumber has fixed and now back in action.

LGR RESPONSE

Clerk submitted LPC response to the Government online consultation.

The meeting closed at 8.08pm.

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

Dates of future meetings: 6 May, 3 June, 1 July, 2 September, 7 October, 4 November, 2 December 2026.

Signed..... (Chairman)

Date.....

LITTLEBOURNE PARISH COUNCIL PLANNING REPORT 1 APRIL 2026

APPENDIX 2

Applications since last meeting

CA/26/00434	Replacement windows and doors from timber to metal to eastern elevation Little Court, 5 Nargate Street, Littlebourne CT3 1UH	No objections to raise
CA/26/00435	Listed Building consent for external and internal alterations including replacement windows and doors from timber to metal to eastern elevation, vaulting of ceiling to breakfast room, replacement of modern flooring and installation of underfloor heating to	No objections to raise.

	kitchen and breakfast area, inset gas fire to existing fireplace, services to proposed laundry room, 2 new internal doors to breakfast room and 2 glazed panels to existing kitchen door. Little Court, 5 Nargate Street, Littlebourne CT3 1UH	
CA/26/00436	Single Storey rear and porch extension following demolition of existing conservatory. 54 Bekesbourne Lane, Littlebourne CT3 1UY	No objections to raise.
CA/26/00470	Conversion of a 1 st floor bedroom to an ensuite bathroom. 72 The Hill, Littlebourne	No objections to raise.

**LITTLEBOURNE PARISH COUNCIL
FINANCIAL REPORT FOR MEETING 1 APRIL 2026**

APPENDIX 3

(A) FINANCIAL MATTERS

- (a) **RECEIVED** the bank statements for February 2026 and **RESOLVED** the signature of the Chairman thereon.
- (b) **NOTED** the clerk has re charged the annual CCTV maintenance 4 ways meaning an invoice of £103.25 raised for the other three parties (4VPO/Rec Club/LWMH)
- (c) **NOTED** the clerk has prepared the 4th QTR VAT reclaim totalling £559.86 ready to be submitted online.
- (d) **NOTED** the clerk has prepared the annual ground rent invoice for LWMH of £5.00.
- (e) **NOTED** the clerk has prepared the annual invoice to Mr Twyman for the Court Hill field rental of £150.00.

(B) RECEIPTS

LWMH – ¼ share of CCTV maintenance contract	103.25
Rec Club – ¼ share of CCTV maintenance contract	103.25
Cash – toilet income paid into account	30.00
4VPO – ¼ share of CCTV maintenance contract	103.25
TOTALS	£339.75

(C) DIRECT DEBITS

GPC	Unity	Monthly account fee April	7.00
GPC	Lloyds	Monthly account fee March	4.89
TOTALS			£11.89

(D) AUTHORISATION OF ACCOUNTS

Payments relating to year ending 31st March 2026 (already paid)

GPC	BACS	Jakub Holy Property – toilet cleaning February	49.00
GPC	BACS	LMWH – electric and water (toilet/bottle filler/school path lights)	627.25
GPC	BACS	Expense reimbursements	83.09
GPC	BACS	Landcare – S Bishop – Tree works to rec & carpark	4000.00
GPC	BACS	BT Payphone receivables – Adoption of phone box on High Street	1.00

GPC	BACS	Mrs Clayson – litterpicking, sweeping Feb/Mar	520.00
TOTALS			£5,280.34

Payments relating to new financial year 2026-27

GPC	BACS	St Vincents Church – grant towards grass cutting and churchyard maintenance for 2026-27	1050.00
GPC	BACS	LWMH – contribution for usage of LPC office and meeting rooms for 2026-27	1250.00
GPC	BACS	KS Parker – repairs to bottle filler	58.00
GPC	BACS	KALC – annual subscription	778.58
GPC	BACS	Salary Payments (to be paid end April)	1911.14
GPC	BACS	Mrs Clayson – litterpicking and sweeping March	286.00
GPC	BACS	New Build Landscapes – monthly maintenance of Laurels open space	174.00
GPC	BACS	Bourne to Garden – contract grass cutting Rec/Green/List	660.00
GPC	BACS	FS Property Maintenance – removal of existing and fitting of new bin on the List	300.00
TOTALS			£6,467.72