

**LITTLEBOURNE PARISH COUNCIL  
MINUTES OF THE MEETING 5 JUNE 2024 HELD AT 7PM IN THE LWMH MEETING  
ROOM**

**Present:** Parish Cllr Peter Farrow (Chairman)  
Parish Cllr Mick Giles (Vice Chairman)  
Parish Cllr Brian Hurlow  
Parish Cllr Cate Reid  
Parish & CCC Cllr Lee Castle  
Parish Cllr Andy Fraser  
Parish Cllr Melanie Moore  
Parish Cllr John Sullivan  
Parish Cllr Nick Posener

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

**17. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE**

The Chairman welcomed everyone to the meeting. There were no apologies received.

**18. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION**

There were none.

**19. MINUTES OF THE MEETING HELD 15 MAY 2024**

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

**20. POLICING AND NEIGHBOURHOOD WATCH**

No official reports received. There had been a report from a resident of a dirt bike on the recreation ground and road without helmet on 25<sup>th</sup> May. It was also reported that a caravan has been sited on the triangle piece of land on Court Hill. Both situations to be monitored and Police involved where necessary.

**21. ADJOURNMENT**

There was none.

**22. COUNTY COUNCILLOR**

Cllr Mike Sole had sent a written report, which had been previously circulated to Cllrs, relevant points below;

In May I attended Annual Parish Meetings in Wickhambreaux, Bishopsbourne, Bekesbourne, Upper Hardres, Womenswold & Kingston. With three others attended last month I was able to get to 9 out of the 16 parish councils in my KCC division and send a written report to the others.

At the annual meeting of Canterbury City Council, I became the leader of the Liberal Democrat group and am now deputy leader of Canterbury City Council.

Having visited the junction of Cherville Lane and the A257 in Ickham and have asked KCC to review what can be done to improve safety. I also attended a meeting of the A257 Group to update them on local issues.

With the news that the A257 will be closed for three months near St Martin's Hospital, I am pushing for amendments to this as it will push so much traffic down unsuitable rural roads. I am also discussing with Stagecoach their plans during this closure.

At KCC I questioned the cabinet member for the environment on how KCC is holding Southern Water to account on its ever-worsening environmental performance. I also attended the Growth & Economic Development Cabinet Committee.

Finally, I was pleased to see that the KCC pothole blitz did fill a number of potholes recently, but there are still many more out there, so please keep reporting to KCC and let me know if any are not repaired within a reasonable timescale.

### **23. CITY COUNCILLOR**

Cllr Lee Castle had sent a written report which had been previously circulated to Cllrs:

May saw the start of a new council year and it was excellent to see my colleague and friend Councillor Mike Sole become deputy Leader of the council. Cllr Jean Butcher became Lord Mayor for second term, having brought much fun and engagement to the role and Cllr Kei Moses became Sheriff, a post I'm sure she will excel at.

Locally I have remained on the Planning committee, Licensing Committee and Scrutiny Sub Committee, all roles I have enjoyed and will continue to work hard to represent Little Stour and Adisham and the wider district.

The local plan consultation ended on the 3rd of June, hopefully everyone got their thoughts and opinions in on the changes to the latest draft - good and bad! In Littlebourne with the help of the action group a leaflet was dropped to all residents with key objections to the two sites.

In Littlebourne the Gladman site is still with the planning department, however, I am due to receive an update from them. Currently stakeholders are due to respond since Gladman have modified the plans, by removing the onsite treatment works and changing the timelines on delivering the homes to fall within current legislation.

Although a KCC highways issue, I have received lots of correspondence about the planned 13-week closure of the A257. Cllr Mike Sole as KCC councillor has been consulting with KCC Highways and the cabinet member for transport. With other councilors in the neighboring areas I have been in contact with Stagecoach. When there is an update, it will be shared via all platforms.

It was disappointing to see the end of the Youth provision in Littlebourne which has proved highly popular and successful. Sadly, due to budget cuts, KCC have changed the delivery of the service. I am sure everyone would like to pass on their thanks to Richard and his team. I am due to meet with the Youth Services team to see if an alternative can be arranged in some format.

In Littlebourne I have be dealing with correspondence around footpaths, speeding, parking and the local plan consultation

### **24. PLANNING/TREES**

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

Cllr Castle informed Cllrs that an update on the Draft Local Plan was expected at the end of July, with it then going to full council for approval later in the year.

## 25. HIGHWAYS

Cllr Giles had attended the most recent A257 Group meeting and reported that the group are investigating KCC's interpretation of some Department of Transport legislation.

The Chairman proposed that LPC defer the engagement of a traffic expert to look at the whole village until we have the final decision on the 20mph scheme. If this scheme is implemented it may change the flow of traffic sufficiently to make any survey undertaken now a waste. This proposal was seconded by Cllr Giles and AGREED.

A new HIP Information pack had been published by KCC Highways with updated costs for improvements. Clerk to ask for an updated costing on the 20mph scheme, due to the increased figures shown in this document.

The Chairman raised the planned A257 closure this July between the entrance to St Martins Hospital and Chaucer House Care Home. The road is due to be closed from 24<sup>th</sup> July till 22<sup>nd</sup> October to allow connections, full carriageway reconstruction/widening, signalised junction and associated works to be carried out. The Chairman has written to Cllr Mike Sole about this closure and the chaos that it will cause as drivers seek alternative routes through the rural roads and the bus service will be seriously disrupted. Is there an alternative to a full road closure? Does it have to take this long? Cllr Sole has taken this up with Highways and will provide us with an update as soon as he has one. If a satisfactory response has not been received by next week LPC will complain directly to KCC.

## 26. FINANCE

### ***AUTHORISATION OF ACCOUNTS FOR PAYMENT***

There were no receipts NOTED for the month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £1,731.08 and Appendix 3a totalling £2,892.22 were proposed by Cllr Giles, seconded by Cllr More and AGREED by all. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

## 27. CLERKS REPORT

### **Correspondence**

#### **A. Draft Kent Minerals and Waste Local Plan 2024-39**

Regulation 22 Town and Country (Local Planning) (England) Regulations 2012  
Following the publication of the Pre-Submission Draft of the Kent Minerals and Waste Local Plan 2024-39 earlier this year in accordance with Regulation 19 of the above Regulations, The Plan has now been submitted for independent examination by the Planning Inspectorate on behalf of the Secretary of State. The Planning Authority will publish details of the independent examination in due course.

#### **B. NALC – Good Councillors Guide 2024**

As circulated electronically to Cllrs.

#### **C. The Safety of Electric-powered micro mobility vehicles and lithium batteries Bill**

Email asking for LPC's support for this campaign to improve safety of lithium batteries (used for e-bikes and scooters) and their disposal. Circulated to Cllrs

#### **D. Littlebourne Youth Provision – youth bus provision ending 29th May**

Email from KCC Youth provision organiser, advising of the new 'family hub' model that replaces the current way of working. This will mean the youth bus will not continue to visit the villages. They would like to be able to offer a regular youth offering from an indoor space. They have a new Community Development Worker in post who will be involved in taking this further if possible. Cllr Sole & Cllr Castle have already arranged to meet up to discuss further.

All other correspondence was noted.

## **CLERK REPORT**

### **LOCAL PLAN RESPONSES FROM RESIDENTS**

Clerk has scanned and emailed off 19 responses from residents that had been dropped in the postbox at the office or emailed over, to the consultation email, these have all been acknowledged by CCC.

### **PUBLIC TOILET**

Currently out of use still. Unfortunately, after several visits the repair of door unit not possible, new unit required. This is being ordered and will hopefully be fitted asap.

### **BOLLARD REPLACEMENT**

Awaiting date for works.

### **CARPARK LINE PAINTING & ST VINCENTS BAY REMARKING**

Works were carried out on 29th May in carpark to mark out 6 parking bays, 1 disabled bay and a hatched loading area. Two disabled signs in long carpark to be removed to release these spaces for usage. Works also carried out in St Vincents parking area to reline the parking bays alongside the green space.

### **VILLAGE SIGN REFURBISHMENT**

Resident Mr Lonergan has kindly volunteered to refurbish the sign on the edge of the recreation ground and has made a start, works to be done in situ rather than dismantling the sign. Mick will provide receipts to the clerk for materials expenditure reimbursement.

### **SCHOOL PATH**

As usual this time of year brings issues with this route being overgrown. Clerk has received several complaints about the state of the footpath. This is a PROW so KCC responsibility, it has been reported already. This path has now been cleared and is passable.

### **TWINNING BOARDS**

Clerk has taken these down from wall in meeting room.

### **MILLENNIUM AWARD BOARD**

Clerk has taken this down ready to take to the signwriters to add this years winners.

### **GRAFFITI ON BUS SHELTERS**

When it is not raining this can be cleaned off with some graffiti remover.

### **THE LAURELS PART OF THE LIST TRACK**

Several residents have complained about the state of the Laurels estate side of the List, it is very overgrown with huge weeds. Part of the Management Companies responsibilities to maintain, with the fees collected from their residents. Cllr Castle said he would bring this to the attention of the management company.

## **28. GRANT REQUEST**

A grant application had been received from We are Beams, a Kent based charity. It was AGREED that this application was not successful, and no grant awarded on this occasion.

## **29. COMMUNITY OWNERSHIP FUND APPLICATION**

Cllr Castle had brought to the council a potential funding opportunity to repurpose the under-utilised BMX track in the corner of the recreation ground. He suggested the creation of a MUGA in its place.

The Community Ownership Fund can provide funds for assets that require renovations to be sustainable for the long-term benefit of the community. The deadline for the 4<sup>th</sup> round applications is 26<sup>th</sup> June and the application can be for capital and revenue funding. 20% match funding of the capital amount is required.

Cllr Moore proposed that LPC make an application to the Community Ownership Fund for capital and revenue funding to convert the existing BMX track on the recreation ground to a MUGA, this was seconded by Cllr Posener and AGREED. To be noted that this application does not constitute the agreement of any expenditure at this point, if the application is successful, it will then come before the council to agree the go ahead and any expenditure involved with the project.

Clerk to seek quotations for project and make application.

**30. LPC NEWS SUMMER EDITION**

Items for inclusion to be a Chairmans update, A257 road closure details, maybe a piece from the newly formed Littlebourne Eco Group.

**31. AOB FOR INFORMATION ONLY**

Cllr Posener reported that he had attended the inaugural meeting of Littlebourne Eco Group on 1<sup>st</sup> June, he would share his report from the meeting with Cllrs via email.

The meeting closed at 8.35pm.

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

*Dates of future meetings: 3 July, 4 September, 2 October, 6 November, 4 December 2024.*

Signed..... (Chairman)

Date.....

**LITTLEBOURNE PARISH COUNCIL  
PLANNING REPORT 5 JUNE 2024**

**APPENDIX 2**

**Applications since last meeting**

CA/24/00704	Demolition of garage 72 The Hill, Littlebourne CT3 1TD	No objections from LPC
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**Notifications**

CA/24/00354	Two storey side extension and alterations to existing porch. 25 St Vincents Close, Littlebourne CT3 1TY	GRANTED 29/05/24
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**Enforcement**

APP/J2210/C/24/3343204	Appeal lodged against the enforcement notice issued by CCC	Appeal start date 02/05/24
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	Alleged breach: without planning permission The use of the land for the storage of caravan(s).	
	Land on the North West side of Swanton Lane, Littlebourne	

### Tree works

None		

## LITTLEBOURNE PARISH COUNCIL FINANCIAL REPORT FOR MEETING 5 JUNE 2024

## APPENDIX 3

### (A) FINANCIAL MATTERS

- (a) **NOTED** the Clerk has raised an invoice for the concurrent funding amount of £14,507 and has written a report confirming last years expenditure of the full amount.
- (b) **RESOLVED** the signature of the Chairman on the Concurrent Funding Agreement with CCC for 2024-25.
- (c) **NOTED** the Clerk has filed the Nil return for the period ending 31<sup>st</sup> March 2023 on the Charity Commission site for Littlebourne Recreation Ground Trust.

### (B) RECEIPTS

None		
<b>TOTALS</b>		<b>£0.00</b>

### (C) DIRECT DEBITS

1x1 Ionos	Website monthly charge June	19.20
NEST	Pension contributions June	163.22
<b>TOTALS</b>		<b>£182.42</b>

### (D) AUTHORISATION OF ACCOUNTS

BACS	SLCC Membership – annual renewal	190.08
BACS	Dean & Chapter of Canterbury – annual archive storage	60.00
BACS	Mrs Clayson – litterpicking and sweeping/strimming May	481.00
BACS	Bourne to Garden – contract mowing May	660.00
BACS	The Vineyard Garden Centre – Fifth Trust Services May	186.00
BACS	T Ward and Son – mowing of Cherry Orchard Nature Reserve	154.00
BACS	Expenses and reimbursement payments June	172.65
BACS	Salary payments June	2455.57
BACS	Dynamix - Payroll services for 1 <sup>st</sup> Qtr	36.00
BACS	Mustang Washrooms – sanitary bin provision in public toilet	54.00
BACS	New Build Landscapes – maintenance of LPC owned Laurel open space May	174.00
<b>TOTALS</b>		<b>£4,623.30</b>