

**LITTLEBOURNE PARISH COUNCIL
MINUTES OF THE MEETING 3 JULY 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 Cllr Andy Fraser
Parish Cllr John Sullivan
Parish Cllr Nick Posener

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

32. THE CHAIRMANS OPENING REMARKS AND APOLOGIES FOR ABSENCE

The Chairman welcomed everyone to the meeting. Apologies were received from Cllr Castle (working) and Cllr Moore (family commitment).

33. DECLARATIONS OF CLLRS INTERESTS AND REQUESTS FOR DISPENSATION

There were none.

34. MINUTES OF THE MEETING HELD 5 JUNE 2024

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

35. POLICING AND NEIGHBOURHOOD WATCH

No official reports received.

36. ADJOURNMENT

There was none.

37. COUNTY COUNCILLOR

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

The upcoming 13-week closure of the A257 near St Martin's hospital, from 24 July looms forever closer. There remains no plan for buses and chaos is expected, especially around the country lanes and villages, as I believe that the diversion route, that goes from Wingham, along the B2046 past Aylesham, and then up the A2, will not be used by most vehicles. I have been in regular contact with KCC about the closure and they have been speaking to contractors working for the housing developers, to try to agree alternative arrangements, but at the time of preparing this report there has been no movement. I also raised this at the Joint Transportation Board and continue to push for changes to these poorly conceived plans.

An update had also been received this afternoon on this situation from Cllr Sole; A site meeting was held between KCC and Taylor Wimpey on 1st July where various options were discussed. Taylor Wimpey are now exploring whether they can adjust the road design levels to mitigate the need for the utility diversions altogether (most notably a gas main which runs right through the middle of Littlebourne Road). KCC are awaiting revised proposals from their designer.

38. CITY COUNCILLOR

Cllr Lee Castle had sent a written report which had been circulated to Cllrs: July has been a strange month, due to the general election being called and the legal pre election period, there have been less meetings and city council workings. Yet locally I have been busy with various topics.

Earlier in the month I attended Littlebourne's parish council meeting who like all the villages and residents have raised concerns over the lengthy A257 closure. I have been working closely with colleague Mike Sole (who has provided a detailed update on his report) currently progress to solve the issue of buses and the excessive length of the closure have not been satisfactory from KCC highways and the staff involved. Any news will be widely shared when and if any changes occur.

Other case work I have been dealing with includes; In Littlebourne dog fouling around the Laurels development (but also more widely in the village) has increased substantially, I would encourage anyone to report instances they find and I have spoken to officer to arrange visits to try to catch culprits!

Bins in small pockets are still causing excessive issues. A more recent problem I have raised with the cabinet member for Waste and Recycling is a bin being marked, collected or access blocked when that is neither the case, this is resulting in residents not being able to report them missed. A few individuals are being missed regularly and I'm escalating those cases. Do get in touch and report issues where you can and I can try to help. I have also plan to at a committee meeting to further highlight the issues.

Cllr Castle had also provided the Chairman with an update on the Gladman application on The Hill, CCC planners have asked Gladman for more information and evidence on their latest submission to their application (which removes the need for an onsite water treatment works).

39. PLANNING/TREES

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

40. HIGHWAYS

Cllr Hurlow confirmed that we are still awaiting an update on the 20mph scheme from Highways.

41. FINANCE

NEW FINANCIAL REGULATIONS

The clerk had circulated the newly published NALC model regulations with revisions to reflect how LPC operate. Cllr Giles proposed the adoption of these new regulations, this was seconded by Cllr Reid and AGREED. The new regulations were thus ADOPTED by LPC.

FIRST QUARTER BUDGET EXPENDITURE REPORT

The figures laid out in Appendix 3b were previously circulated to Cllrs and represented the expenditure of precept, S106, CIL and concurrent funding for the 1st QTR of 2024-25. These were RECEIVED by the council.

BANKING ARRANGEMENTS

The council were asked to consider two banking matters; the opening of an additional savings account with Unity Trust Bank and the placing of an amount on a Fixed Term Deposit with Lloyds Bank.

It was proposed by Cllr Reid, seconded by Cllr Sullivan and AGREED that;

- 1) LPC open a savings account with Unity Trust to sit alongside the current account, this will not require any new signatories as the existing will cover both accounts.
- 2) LPC will place the amount of £70,000 on a twelve-month fixed term deposit with Lloyds Bank, this will be moved from the Lloyds current account.

AUTHORISATION OF ACCOUNTS FOR PAYMENT

There were receipts totalling £23,359.00 NOTED for the month. The expenditure list previously circulated to Cllrs as Appendix 3 totalling £9,886.07 and Appendix 3a totalling £2,178.75 were proposed by Cllr Giles, seconded by Cllr Hurlow and AGREED by all. So it was RESOLVED that the payments set out be authorised – attached at end of minutes.

42. CLERKS REPORT

CORRESPONDENCE

A. Email from resident of Cherry Orchard

Concern raised about the trees on the boundary of the Nature Reserve. Cllr Fraser has been and taken a look and spoken to residents (the branches are close to their property) and the clerk has asked the Nature Reserve Committee if the tree can be cut back. They have advised they can't at present due to bird nesting season but have asked their tree surgeon to have a look and see if some branches can be cut and to arrange for a proper cut in the autumn.

B. KCC Budget Consultation

The Kent County Council Budget Consultation for 2025 -26 is now live. It closes on 7 August. <https://letstalk.kent.gov.uk/budget-consultation-2025-26>

C. Kent Fire & Rescue Water safety equipment survey

Kent Fire and Rescue is surveying parishes on the water safety equipment they have. LPC owns/is responsible for no water safety equipment, so clerk has completed the necessary information on the survey.

All other correspondence was noted.

CLERK REPORT

LPC NEWS

Was emailed to C&V on 15th June ready for printing and delivery. So will hopefully be delivered out very soon if not already.

PUBLIC TOILET

Unfortunately, the day the toilet door was fixed and put back into use, it was vandalised again. We are now awaiting the company to return and carry out repairs. Clerk reported the recent incident on 101.

BOLLARD REPLACEMENT

Awaiting date for works.

VILLAGE SIGN REFURBISHMENT

Mick Lonergan has finished the refurb of the sign on the rec and submitted receipts for reimbursement of £107. Clerk has asked if he would be willing to look at the second sign on The Green. Cllrs expressed thanks to Mick for carrying out this work to the sign and a letter of thanks will be written in due course.

GRAFFITI ON BUS SHELTERS

The clerk has removed the worst, unfortunately this has left the Perspex a little stained.

HERITAGE GROUP AND GREEN ROOM

Clerk has made some enquiries with Mike Gallagher firstly as he is/was Treasurer of the Heritage group. Now awaiting a meeting with Mike to discuss winding up/mothballing of this group and future of the assets.

COMMUNITY ONWERSHIP FUND

EOI closed due to the election period so we cannot currently make an application. Unclear if and when the funding window might reopen. Clerk has made some initial enquiries regarding MUGA's and obtaining quotes anyway as we would be in a better position to apply with this leg work done in advance.

43. REQUEST FROM LITTLEBOURNE CEP

A request had been made from KCC on behalf of Littlebourne CEP, who wish to replace their rear fence, that backs onto the recreation ground. The fence will be replaced with one like the fence running alongside the school pathway. This works is to be carried out over the summer holidays and will involve blocking off the PROW that runs down from Jubilee Road to the footpath crossroads. During this period KCC are asking for permission from LPC to divert the footpath onto the recreation ground. Permission for this was AGREED.

44. WOODEN POSTS AROUND LONG CARPARK

The clerk had obtained a price for the replacement of a number of the damaged oak posts surrounding the long carpark, five are currently down and several are pretty wobbly. There was some discussion over the lifespan of these wooden posts and perhaps using other materials.

Cllr Hurlow proposed we consider replacing these bollards with recycled plastic (wooden effect grain) bollards and set them back further onto the grass to avoid vehicles knocking them over. This was seconded by Cllr Sullivan and AGREED. Clerk to obtain price for replacement of all the bollards and another to replace the damaged ones now and then the rest on an as and when basis.

45. AOB FOR INFORMATION ONLY

Cllr farrow advised he will not be present at the September meeting so Cllr Giles will Chair the meeting.

The meeting closed at 8.15pm.

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

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

Signed..... (Chairman)

Date.....

Applications since last meeting

CA/24/01088	Retrospective application for two storey detached dwelling and single storey garage following the demolition of existing dwelling and garage. Weir Lodge, Nargate Street, Littlebourne CT3 1UJ	Application only received 3/7/24 so Cllrs will study plans and a response will be lodged with CCC before the deadline of 2/8/24.

Notifications

CA/24/00255	Conversion of garage to living accommodation together with changes to fenestration. 7 Willow Drive, Littlebourne CT3 1FX	GRANTED 13/06/24
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Trees works

None		

(A) FINANCIAL MATTERS

- (a) **RECEIVED** the bank statements for May 2024, and **RESOLVED** the signature of the Chairman thereon.
- (b) **NOTED** the clerk has prepared the 1st Quarter 24-25 VAT reclaim totalling £917.05 ready to submit online.
- (c) **NOTED** LPC to receive a reimbursement from Unity Trust of £20.26 for over billing us for our tariff in the past.

(B) RECEIPTS

CCC – Capital funding (£2427 Bollards project/£6425 LWMH doors & windows project)	8,852.00
CCC – Concurrent funding Award 2024-2025	14,507.00

TOTALS £23,359.00

(C) DIRECT DEBITS

1x1 Ionos	Website monthly charge July	19.20
Nest	Pension contributions July	110.72
Unity Trust	Banking fees for quarter	18.00

TOTALS £147.92

(D) AUTHORISATION OF ACCOUNTS

BACS	LWMH – Share of concurrent funding for Turners Orchard	600.00
BACS	LWMH – Capital Grant money for doors and windows project	6425.00
BACS	M Lonergan – reclaim of expenses for refurbishment of village sign on rec	107.07
BACS	The Vineyard Garden Centre – Fifth Trust services 2 visits in May	402.00
BACS	Auto Mechanical Engineering – toilet door repairs	1692.00
BACS	Bourne to Garden – Contract mowing & cutting The list June	660.00
BACS	Mrs Clayson – litterpicking and sweeping June	351.00
BACS	Salary payments June	1653.75
BACS	New Build Landscapes – grass cutting on Laurels open space	174.00
TOTALS		£12,065.45