

a contingency fund alongside our current account. Cllr Hillier asked if the reserves currently held will be reallocated going forward. The Clerk confirmed that this will be reviewed again ahead of the March 2018 audit. Cllr Hillier asked if the headings on the Analysis of Reserves document could be reconsidered now. Cllr Burrows advised we need to wait until we have concrete proposals before revising the headings accordingly. Cllr Burrows confirmed when we do have approved proposals, in the first instance we would try to get funding from outside the Council, then we would consider what the Parish would need to contribute. At that time we would need to have a meeting to reallocate the funds and amend the headings. Cllr Hibbert noted we need to be able to evidence a potential spend before allocating a heading on the Analysis of Reserves document. Cllr Burrows noted that asking the Parishioners for funding by way of increasing the precept should be a last resort. Cllr Hillier wanted it noted that he feels we should be building up a sum of money for potential expenditure in the future. A general discussion took place. Cllr Hibbert asked if we can raise the precept by the rate of inflation. Cllr Burrows noted that the RPI is currently 2.8%. Cllr Beaney proposed an increase of the precept by the rate of inflation to £8,142. Cllr Hillier noted that he is against the proposal. The other 6 Councillors were in favour. The Parish Council will therefore request a precept for 2018/19 of £8,142.

6. Correspondence:

6.1 Letter from Alkham Village Hall Committee

The Committee of the Alkham Village Hall have recently discussed the build-up of silt in the ditches and culverts particularly from Hogbrook Hill to Short Lane. The letter noted that although some work has been done, there is still insufficient fall to drain the ditch alongside the village hall. The Alkham Village Hall Committee would be prepared to contribute funding towards this work. Cllr Hibbert noted he believed this work has been done. Cllr Burrows noted that he believes that Highways have not cleared the sump during the summer of 2017. Cllr Burrows asked Cllr Hibbert to liaise with Cllr Barnard on the current position. Cllr Burrows asked who deals with the ditch alongside the Village Hall, Cllr Hillier advised that the Alkham Village Hall Committee deal with this but that it is not worth doing it until work further down is complete.

6.2 Letter from Irene Barnard

A letter was received from Irene Barnard thanking the Parish Council for the £250 contribution to the Churchyard grass cutting.

7. Delegates Reports:

Cllr Hillier noted that he had attended the recent KALC AGM. He noted there was a motion by Wingham Parish Council, for KALC take action to ensure that all rural villages and isolated communities in Kent have the right to impose 20mph speed limits. This was passed by a large majority of representatives at the AGM. Cllr Hillier also noted that March 17-25 is English Tourism Week. KALC are encouraging all Parishes within Kent to raise their profile and increase tourism. Cllr Hillier noted there are suggested activities. Cllr Burrows noted he will have a look after the meeting.

8. Interval:

A member of the public asked why it was not noted in the correspondence about the current condition of the byways. The Clerk noted this was intended to be noted in any other business. Another member of the public asked if the Clerk could advise what the current expenditure of the Parish Council is to date for the current year. It was asked whether we can look in more detail as to what the expenditure is likely to be in the current year. The same member of the public asked if it could be published regularly at each meeting what the expenditure on each item actually is to date. Cllr Hillier suggested that there should be a budget for expenditure which is broken down. A member of the public asked for the Analysis of Reserves to be added to the website. A member

of the public asked why a review of the action plan is not on the Agenda. Cllr Burrows confirmed this will be on the Agenda for the January meeting. A member of the public noted that slowing traffic in the village will have environmental repercussions. Cllr Burrows asked that the member of the public attends the open meeting on Thursday 7th December.

9. Finances:

- 6.1 Invoice from Coastal Mowers & Plant for £122.00 for Mower Blade & Labour Charge
- 6.2 Clerks salary and expenses of £344.65 for November 2017
- 6.3 Honorarium payment of £250.00 to Larry Lambourne for 2017

The Clerk noted that the Parish Council will now be doing the majority of payments by bank transfer.

10. Any Other Business

Cllr Burrows would like the Council to decide what we would like to be done with the Parish Council records currently held by Susan Lees. Cllr Burrows noted how important it is to be able to refer back to the minutes. Cllr Burrows noted that some records are held at the archives in Maidstone. Cllr Burrows suggested we speak with Cllr Barnard to ascertain the quantity before we can decide on the best place to keep them. Cllr Beaney asked how much work would be involved in scanning the information electronically. The Clerk noted that if the quality of the original document is not good this may not work. Cllr Burrows noted we should clarify the amount with Cllr Barnard. A member of the public advised that if the paperwork can be separated into Parish Council and historical the Alkham Valley Society maybe interested to assist with the historical documentation. It was also suggested we would contact Dover Council too. Cllr Burrows asked the member of the public to liaise with Cllr Barnard and Susan Lees to ascertain the different documents.

Cllr Hillier noted that he now has access to Ordinance Surveys online. In order to be able to utilise the full system it would cost £75. Cllr Hillier asked if the Parish Council would be prepared to pay for this. The Clerk noted this would need to be an Agenda item for the January meeting. The Clerk asked if the £75 is a one off fee. Cllr Hillier confirmed this is a one off fee. Cllr Hibbert noted it appears this could be a nice to have rather than a necessity. Cllr Burrows asked the Councillors to go away and do any research required, in order for a decision item to be included in the January meeting agenda. Cllr Beaney requested that the link to the website be supplied to all the Councillors.

Cllr Barrier requested for a litter pick to be done by Shepway & Dover Council. The Clerk confirmed this would be requested.

Cllr Beaney noted he had received an email from a member of the public concerning 3 issues:

- Damage occurring along Warren Lane – Cllr Burrows noted the passing places are not official, Highways are unlikely to do anything but it would be sensible to highlight the issues to Highways.
- Village signs at Ewell Minnis – Cllr Beaney suggested 3 signs be installed. Cllr Burrows asked the Clerk to research with Highways to find some Grant Funding or a suggestion for the way forward.
- The new green BT box that has appeared by the phone box – It was requested that the Clerk research with BT about who authorised the green box being installed. Cllr Beaney would like to see if this could be moved. Cllr Hibbert suggested the Clerk write to BT asking if that is the only location for it and can it be resited, also what are the technical reasons are behind the current position. Cllr Burrows asked the Clerk to go ahead a contact BT.

The Clerk confirmed that Andrew Hutchinson has placed a new emergency temporary traffic regulation order on both the byways for motor vehicles, excluding motorcycles and quadricycles. Pedestrians, equestrians and pedal cyclists will still be entitled to use the byways.

11. Date of Next Meeting:

The date of the next regular meeting is Monday 8th January 2018.

The meeting closed at 8.45pm

Signed (Chairman)

Date

Actions from Meetings

Date Added	Action Description	For Action By	Date Completed
11/09/17	Creation of Community Led Plan	Cllr Barnard Cllr Hillier	
11/09/17	Creation of Major Incident Plan	Cllr Barnard Cllr Hibbert	
11/09/17	Research Facebook Page	Cllr Hibbert	14/10/17
11/09/17	Check Short Lane Drains for Blockages	Cllr Barnard Cllr Beaney	
11/09/17	Research Byelaws	Clerk	15/09/17
11/09/17	Speak with Highways regarding trench near pumping station	Clerk	13/09/17
11/09/17	Complete Rights of Way Survey	Cllr Barrier	12/09/17
06/11/17	Letter to Stagecoach	Clerk	09/11/17
06/11/17	Installation of bollards on football pitch	Cllr Beaney Cllr Burrows	02/12/17
04/12/17	Liaise with Cllr Barnard regarding silt build up in culverts (connected with action raised 11/09/17)	Cllr Hibbert	
04/12/17	Look at English Tourism Week suggestion	Cllr Burrows	
04/12/17	Speak with Cllr Barnard about the records at Sue Lees house	Cllr Hibbert	
04/12/17	Send link and password for Ordinance Survey trial to all Councillors	Cllr Hillier	
04/12/17	Request Litter Pick	Clerk	
04/12/17	Highlight to Highways regarding Warren Lane Damage	Clerk	13/12/17
04/12/17	Speak with Highways about signs for Ewell Minnis	Clerk	13/12/17
04/12/17	Communicate with BT regarding green book at Ewell Minnis	Clerk	