

## ALKHAM PARISH COUNCIL

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**Minutes of the Annual Meeting of the Parish Council held on Monday 6<sup>th</sup> December 7.00pm in Alkham Village Hall**

**Present: Cllrs N Burrows ( Chairman); M Hibbert; A Barrier  
Also present: I Bowie ( Clerk) and 4 members of the public.**

**Prior to the start of the meeting:**

Representations from the public *will be taken for a period up to fifteen minutes before the opening of the formal meeting. Individuals may speak for up to three minutes, on agenda items, at the discretion of the Chairman. The minute book will be closed.*

- 1. Apologies, Declarations of Interest and Dispensations:**
  - 1.1 Apologies for absence received and confirmed by the Council Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meetings, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted. . Apologies and the reasons given were accepted from Cllr Beaney and Marcin-Bundy
  - 1.2 **Declaration of Changes to the Register of Interests.** There were none
  - 1.3 **To receive Declarations of Interest in respect of matters contained in this agenda. In accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.** There were none
  - 1.4 **Requests for Dispensations.** There were none
  - 1.5 **Declarations of Lobbying.** There were none
- 2. Consideration of items to be taken in private (Exclusion of Public and Press):** In accordance with Section 1(2) of the Public Bodies (Admission to meetings) Act 1960, the public and press be excluded from the meeting by the reason of its confidential nature. There were none
- 3. Minutes of the Parish Council Meeting:**  
It was RESOLVED that the minutes of the Parish Council Meeting held on 13<sup>th</sup> September 2021 were confirmed as a correct record and signed by the Chairman.
- 4. Matters arising from the minutes (not included in other agenda items):** There were none
- 5. Finance:**
  - 5.1 To authorise payments on the schedule: It was RESOLVED to authorise the payments on the schedule.

Payee	Description	£
Harmer and Sons	Churchyard Grass Cutting	576.00
Harmer and Sons	Village Maintenance (Sept-Nov)	453.60
Ionos	Emails and Domain (Oct,Nov,Dec)	90.00
Larry Lambourne	Honorarium	250.00
Larry Lambourbe	Strimmer Expenses	81.37

HMRC

PAYE Q2

300.38

5.2 Late Payment Request/s to be discussed for approval and payment. There were none

5.3 To receive the bank reconciliation: The bank reconciliation was received and accepted. The reconciled balance of all accounts was reported as £55,596.06 as at 30th November 2021.

5.4 To confirm the budget requirement and the setting of the precept for 2022/23  
It was RESOLVED to accept the budget requirement for 2022/23 of £13,769. It was RESOLVED to set the precept for 2022/23 at £14,071.

## 6. Highways:

6.1 To review the Highways Improvement Plan:

6.1.1 To receive the results of the KCC Highways speed survey

The results of the KCC speed survey were discussed. It was AGREED that the results would be posted on the PC website. It was AGREED that the current HiP would be updated in March 2022. It was AGREED that any outstanding matters from previous reports would be considered for inclusion in the next HiP.

6.1.2 To receive the Alkham Speedwatch reports

The reports were received and discussed. It was AGREED that they would be posted on the PC website

Cllrs thanked the members of the Speedwatch team. It was AGREED that Cllr Hibbert would contact KCC Highways and enquire why the KCC Speed report was different to the Speedwatch reports.

6.2 To receive the parish portal report: The report was received.

6.4 To consider any other Highways matters

## 7. To receive reports from:

7.1 Kent County Councillor KCC Cllr Beaney

Cllr Beaney gave his report. He reported that the lorry park at Manston has been closed.

7.2 DDC DDC Cllr Hibbert

Report

Cllr Hibbert gave his report. Had contact the dog wardens re dog owners not picking up dog mess. Free parking in Dover in the Christmas and New Year period. Cllr Hibbert requested that residents and members looked on the DDC website for up-to-date information. He reported that the Local Plan Consultation was ongoing and that it was hoped information may be available in March

7.3 Byways Cllr Barrier

Cllr Barrier gave his report. Three areas of concern were noted. Vicarage meadows. The bridge near The Village Hall and dangerous wire on the footpath from Glebelands to Vicarage Meadow.

7.4 Parish Plan Cllr Burrows

It was reported the the Community Plan Group would come back to the PC hopefully in March with suggestions as to how the project can be moved forward.

7.5 Drainage and Flood Warden Report Cllr Hibbert

Cllr Hibbert gave his report.

7.6 Clerks Report I Bowie

It was AGREED that an Environmental Initiatives group would be set up. Cllr Marczin Bundy would be the lead Cllr. A request from a resident re allotments. Allotments in Alkham are run by Hawkinge PC. Alkham PC does not own any suitable land. A member of the public indicated that allotments available in Dover.

7.7 PCSO Report PCSO Keehner

PCSO Keehner's report was circulated.

## 8. Planning:

8.1 To consider the following applications:

8.2 To table planning applications dealt with since last meeting:

8.2.1 21/01439 Erection of a block of 2no. stables, tack room and feed store. The Paddock Ferne Lane Ewell Minnis CT15 7FF **APC No Objection**

8.2.2 21/00614 Change of use of land for the siting of domestic caravans for Gypsies and Travellers, siting of 10 additional static caravans, erection of one additional day room, provision of parking for touring caravans and vehicles and associated infrastructure Meadows Caravan Site Alkham Valley Road Alkham CT15 7EW **APC Objection**

8.3 To receive an update on any outstanding planning applications and results:

- 8.3.1 21/01381 Erection of single storey rear and side extensions, replace existing flat roof with extended pitched roof and associated alterations The Chapel Belsey Lane Ewell Minnis CT15 7DY **DDC Approved**
- 8.3.2 21/00614 Change of use of land for the siting of domestic caravans for Gypsies and Travellers, siting of 10 additional static caravans, erection of one additional day room, provision of parking for touring caravans and vehicles and associated infrastructure Meadows Caravan Site Alkham Valley Road Alkham CT15 7EW **DDC Approved**
- 8.4 To receive late planning applications and other late planning matters:
- 9. Play area and Village Green**
  - 9.1 To receive the Monthly Inspection Report. These were received. It was AGREED that the Clerk would obtain quotes for a RoSPA inspection on an annual basis. For the play area.
  - 9.2 To consider any other matters pertaining to the play area and Village Green
- 10. Correspondence:**
  - 10.1 To Table Items of Late Correspondence:
  - 10.2 To Table items circulated:
    - 10.2.1 Message from the Monitoring Officer - Publication of Councillor Home Addresses on Websites
    - 10.2.2 Community Outbreak Management Fund
    - 10.2.3 Dover District Neighbourhood Watch meeting 30<sup>th</sup> November 2021
    - 10.2.4 KALC virtual Climate Change Conference - 15 December 2021
    - 10.2.5 Civility and Respect Newsletter It was AGREED to accept the recommendations in the report and adopt them.
    - 10.2.6 General Events Flyer - KALC Winter Events
    - 10.2.7 Latest Kent Police Rural Task Force report and Summer Edition of Rural Matters
    - 10.2.8 Notice of KALC AGM on Saturday 13 November 2021

All correspondence was noted.
- 11. To consider the following Policies:**
  - 11.1 Section 101 Scheme of Delegation (to replace the HCID Policy)  
It was RESOLVED to adopt the policy
  - 11.2 Covid Contingency Plan  
It was RESOLVED to adopt the contingency plan.
- 12. To consider the KALC Community Awards Scheme 2022:** Deferred to the Next meeting.
- 13. To agree meeting dates for 2022:** Next meeting 17<sup>th</sup> January 2022

There being no further business to transact the Chairman closed the meeting at 8:50 pm

Signed : *Neil Burrows*

Date: 7<sup>th</sup> March 2022

Chairman

### **Alkham Drainage Work Progress Updates – November 2021**

Latest work updates for submitted Alkham drainage fault reports to Kent Highways drainage department are as follows:

- 596053- Roadside drain adjacent Martin Vale, Hogbrook Hill blocked – work scheduled.
  - The double culvert underground pipes, linking the Garden Centre ditch to the ditch outside the entrance to the Meadows CV site remain blocked. I attended the site with Ian Day again late September for a further inspection. Work now scheduled to clear vegetation in the ditch east of the entrance driveway to allow culvert investigation and jetting out to clear any culvert blockage. If not, successful camera inspection will be the next step forward.
  - KCC drainage team have cleared out silt from roadway culvert adjacent Thorn Cottage. This a continuing problem following heavy rainfall with backwash silt from Meggett Lane flowing down to this central location. KCC can only advise constant portal reporting via their website requesting attendance and clearance.
  - Ditch east of Short Lane roadway culverts cleared out by landowner. Unfortunately, established ditch filled in up to the new boundary fence. Small runoff sump left east of roadway culverts. Local concerns raised that the changes would result in possible local flooding to properties at the bottom of Short Lane. Concerns reported back to KCC Drainage team via portal and Alkham Flood Warden.
  - Alkham Flood Warden met with Emma Burdett, KCC Drainage Engineer on 22<sup>nd</sup> Oct to inspect infilled ditch at Short Lane. Also, to inspect ditch at Valley Cottages and a riparian ownership section east of that location. Resultant actions by KCC are to chase for re-establishment of infilled Short Lane ditch via landowner, write to riparian owner to clear deposited tree foliage from ditch, and Valley Cottage section of ditch between box bridges to be cleared completely, both sides of the banks (this work re-established as continuous KCC responsibility).

Martin Hibbert  
Flood Warden  
28/10/21