

Alkham Parish Council

Minutes the Parish Council Meeting held on Thursday 11th May 2023 at 7 pm in Alkham Village Hall

Present: N Burrows (Retiring Chairman, chaired the start of the meeting); S Edwards ,
Trevor Johns, G Kaile, M Libaert, P Tapsell Elected Chairman, C Webber.
In Attendance: Irene Bowie (Parish Clerk) and 12 Members of the Public

The retiring Chairman , Neil Burrows, opened the meeting and welcomed the newly elected Councillors.

He read out a statement:

I am appalled by biased comments made on a local social media outlet promoting new parishioners standing as new candidates but attacking in a very nasty way the only existing councillor who chose to stand again.

This is not what the kind people of Alkham Parish expect and I hope never to witness this behaviour again. There was a comment posted inferring that parish council meetings were held in a private house. In my 20 years of chairing this council I can assure you that no council meetings were ever held in a private house.

My vice chairman, Martin Hibbert, has been the hardest working member whilst serving on this council. Thank you, Martin, for your support, especially to myself and for your dedication to Alkham.

The council has unfortunately lost all continuity with the past council which means starting afresh. To the new councillors, being a Parish Councillor is a very responsible position. At its simplest you have been elected by fellow parishioners to make Alkham Parish as pleasant a place as possible in which to live.

I have always believed that politics should never be allowed to enter at Parish Council level. Leave politics to the tiers of government above. Do the best you can as individuals and make sure you do not come under any pressure from outside sources.

Seven individual Councillors' thoughts, brought together with good discussion and debate, going forward with consensus, has the makings of a good parish council.

Irene is the proper officer employed by the Parish Council to make sure the council conducts its business according to the law. As new councillors I suggest you look to Irene for guidance particularly in the area of 'conflicts of interest'. I suggest you all read the 'good councillors guide' for reference.

I wish you the very best for the future.

1. To elect a Chairman and receive the Chairman's Declaration of Acceptance of Office.

RESOLVED: To elect Councillor Tapsell as Chairman. Councillor Tapsell signed the Declaration of Acceptance of Office. Cllr Tapsell thanked the former Chairman and other members of the previous parish council.

RESOLVED: That the period of time for Councillor D Barnard to sign the Declaration of Acceptance of Office was extended until the 3rd July 2023.

2. To elect a Vice Chairman and receive the Vice Chairman's Declaration of Acceptance of Office.

RESOLVED: To elect Councillor Johns as Vice Chairman. Councillor Johns signed the Declaration of Acceptance of Office.

3. Apologies.

3.1 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 75(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted. There were none.

3.2 Declaration of Changes to the Register of Interests. There were none

3.3 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.

3.4 Requests for Dispensations. There were none.

- 3.5 Declarations of Lobbying. There were none.
4. **Public comments and observations. (Maximum 15 minutes)**
The meeting will be adjourned to allow members of the public to speak. Individuals may speak for up to three minutes, at the discretion of the Chairman, on agenda items only. The minute book will be closed.
5. **Reports from external parties (if present).**
 Kent County Councillor David Beaney, Dover District Councillor Martin Hibbert, PCSO Sarah McGuinness. KCC Councillor Beaney had provided a lengthy report at the 17th April Meeting. DDC Councillor Hibbert gave his report (Appendix 2)
6. **Allocation of Responsibilities**
- 6.1 Byways. It was **RESOLVED** that Councillor Tapsell would assume this responsibility.
- 6.2 Drainage and Flood Warden
AGREED : To defer to the July 2023 Meeting . It was noted that former councillor Hibbert would resign with immediate effect via KCC.
7. **Minutes of the Parish Council Meeting**
 It was **RESOLVED** that the minutes of the Parish Council Meeting held on 17th April 2023 were taken as read ,confirmed as a correct record, and signed by the Chairman.
8. **Clerk's Report:** (On matters not included in other agenda items)
 The Clerk reported that the commemorative bench had been delivered. Clerk to obtain quotes for installation and removal of the old bench. Clerk to contact R Bundy to arrange collection of the old bench once the new bench is in situ.
9. **Finance:**
- 9.1 To receive and authorise payments listed on the schedule (to be provided at the meeting).
RESOLVED: To approve the payments on the schedule.
- 9.2 Late Payment Request/s to be discussed for approval and payment. There were none.
- 9.3 To note receipts of Income. There were none.
- 9.4 To receive the bank reconciliation. The bank reconciliation was received and noted as £39,653.72
10. **Annual Review of Parish Council Policies and Procedures.**
AGREED: To defer to the July meeting.
- 10.1 Standing Orders
- 10.2 Financial Regulations
- 10.3 Model Publication Scheme
- 10.4 GDPR Document Retention Policy
- 10.5 Freedom of Information
- 10.6 Code of Conduct
- 10.7 Civility and Respect
- 10.8 Complaints Handling Policy
- 10.9 Volunteer Policy
- 10.10 Habitual of Vexatious Complaints Policy
- 10.11 Scheme of Delegation
- 10.12 Social Media and Website Policy
- 10.13 Co-Option Policy
- 10.14 Equality and Diversity Policy
- 10.15 Email Policy
- 10.16 Dignity at Work /Bullying and Harassment Policy
- 10.17 Grievance Procedure
- 10.18 Disciplinary Procedure
- 10.19 Grant Policy
11. **Planning:**
- 11.1 To table planning applications received for consideration: There were none
- 11.2 To Table Planning Applications dealt with since the last meeting
- 11.2.1 23/00546 East Side Of Short Lane Alkham CT15 7BZ Proposal Erection of 8 dwellings and associated works. **APC Objection**
- 11.2.2 23/00561 Sunrise Meggett Lane Alkham Kent CT15 7EN
 Removal of Condition (a) agricultural occupancy of planning permission CH/6/63/0117 Removal of Condition (a) agricultural occupancy of planning permission CH/6/63/0117 **APC Objection**
- 11.3 To table decisions by Dover District Council (DDC) since the last meeting
- 11.3.1 23/00160 Sunrise Meggett Lane Alkham CT15 7EN
 Continued use of Sunrise, Meggett Lane, Alkham, CT15 7EN as a single dwellinghouse in contravention of Condition 2 of Planning Permission CH/6/63/0117 (Agricultural Occupancy Condition) and Continued use of Land and Building for the garaging of vehicles and domestic

storage ancillary to the residential use of Sunrise in contravention of Condition 5 of Planning Permission DOV/04/00385 (Agricultural use only) and the use of agricultural land as residential garden land. **Split Decision**

11.4 To table late planning matters: There were none.

12. Highways

12.1 Highways Improvement Plan (Update). The Clerk thanked DDC Councillor Hibbert for his assistance in obtaining a response from KCC Highways. DDC Councillor Hibbert reported that a KCC Officer would be happy to meet with the Parish Council to discuss the HIP. Clerk to liaise with KCC Highways.

12.2 To receive the Alkham Speedwatch reports. Glyn Jones gave his report. Attached Appendix 1.

It was noted that the 12th of May would represent the 100th Alkham Speedwatch Session. Glyn Jones also spoke regarding Project EDWARD (Every Day Without A Road Death) .The 2023 Project EDWARD week of action is taking place from 15 – 19 May to coincide with the UN Global Road Safety Week.

12.3 To receive the parish portal report.

12.4 To receive any other Highways matters.

13. Play area and Village Green

13.1 To receive the Monthly Playground Inspection Report. It was **AGREED** that the Clerk would contact a local company to obtain a quote for the possible repair of the rocking horse in the play area.

It was **AGREED** to defer discussion on the Play Area report until the July meeting.

13.2 To consider any other matters pertaining to the play area and/or the Village Green.

AGREED: To defer discussion until the July Meeting

13.3 To consider areas for Re-Wilding.

AGREED: To defer discussion until the July Meeting. It was **AGREED** that the Clerk would search for the deeds for Chalksole Green to enable the boundary to be confirmed.

14. Correspondence:

14.1 To table items of late correspondence. There were none.

14.2 Items circulated . All items of communication were noted.

14.2.1 Dover District Council Local Plan Examination

14.2.2 FREE Royal Forestry Society Workshop 17th May - Bridge, Canterbury

14.2.3 Parish Council Community Cost of Living Grant Scheme

16.2.4 NALC Newsletter

15 Consideration of items to be taken in private (Exclusion of Public and Press):

There are only a few reasons as to why, legally, the public and press can be excluded from a meeting. The Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) states "A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies." It is generally considered acceptable to exclude the press and public if the agenda item relates to the consideration of tenders, leases, purchases of assets, for matters relating to staffing covered by the data Protection Act and to consider complaints against the council or a code of conduct complaint.

There were no items to be taken in private.

16. **Agenda Items for the next meeting:** Rewilding, Policies, Play Area, Drainage Warden, KCC Highways Invitation.

Meeting Dates 2023: 3rd July, 4th September, 6th November.

There being no further business to be conducted the Chairman closed the meeting at 7.50 pm.

Signed :

Chairman:

Date;

APPENDIX 1.

DDC Councillor Hibbert.

DDC Annual Report- Cllr Martin Hibbert

Post pandemic recovery at District level is moving at pace albeit the current world circumstances and cost of living crisis impacts on what can be done. A total of £780,000, funding has been made to help communities and residents with the cost of living. How to access this help locally is listed on the Alkham website under the DDC News and Events heading, as well as other help and support available to residents and the community during these challenging times. The DDC website also lists advice and support as well as a full range of services. To keep up to date simply register on their Keep Me Posted site and get news and alerts by email direct.

The DDC current programme of work is focused on local issues, local actions delivering not only for Dover and Deal but also villages, for you! For instance, investing in infrastructure by being granted £43 million of levelling up investment to specifically invest in new Port controls to help keep Dover moving and push for improvements to the M2/A2, M20/A20 and seek an alternative to TAP to stop clogging up our local roads.

Another important DDC action is the protecting of our environment and heritage, a concern especially important to Alkham residents. Cutting emissions by 50%, upgrading of street lighting to energy saving LEDs. Supporting the Keep Britain Tidy campaign, where it won the Great British Spring Clean Award. Going forward, local Litter Picks will be supported and organised by the new Community Roots team with their van. Make your bids early as this new service is becoming extremely popular. Delivering community services direct to your parish is especially important and a new initiative I fully support.

DDC is also, delivering an ambitious programme to add five hundred new affordable council homes for people in need across the district, as well as shared ownership starter homes. More will be on the way following the recent housing survey consultation.

One of the best bits of news that benefits all is that DDC set the lowest council tax in East Kent, as well being committed to maintain quality services for residents. Maintaining a full range of core services and support for communities. The budget includes provision for £1 million to be drawn from strategic reserves, helping to provide key services to support households. A decision was also made to provide more help to residents through an extension of the Council Tax Support Scheme, effective from the 1st of April. Also, all Councillors voted to keep their personal allowances at last year's level!

Finally, it is worth noting that DDC Cabinet members work hard on their assigned portfolios and provide regular detailed reports back to Councillors. As your current ward councillor, I will post out information from these reports where relevant to the ward.

Cllr Martin Hibbert
Alkham & Capel Le Ferne Ward

12.2 Speedwatch Report

Glyn Jones (Group Co-Ordinator - Alkham) [auto sign out in 1410 seconds](#)

Please enter the Report Date range

Start Date (YYYY-MM-DD) 2023-04-11
 End Date (YYYY-MM-DD) 2023-05-11
 Show Sites INCLUDE Group sites report
 Show Operator Names No
 Show Sessions with Zero Speeders No

Town/Parish Council Report for Alkham.
 Reporting between 11-04-2023 and 11-05-2023

Current Volunteers	=	10
Summary for this Period		
Number of Sessions this period	=	5
Total Vehicles exceeding limit	=	68
DVLA Valid vehicles	=	49
Accuracy	=	72%
Maximum Speed recorded in 30 limit	=	51 mph(+70%)
Police Actions this Period		
Letter Sent FO1	=	3
Letter Sent FO2	=	1
Letter Sent MO2	=	3
Letter Sent UN1	=	42
Overall		
My group started Recording* on	=	15-11-2016
Number of Sessions since start date	=	98
Vehicles recorded exceeding limit since start date	=	1733
Maximum Speed recorded in 30 limit	=	52 mph(+73%)
Maximum Speed recorded in 40 limit	=	54 mph(+35%)

Date	Time	Type	Location Traffic Heading	Recorded	Letters	All Vehicles	Percent
08-05-2023	15:30 - 17:30		4 Alkham Valley Road-at entrance to Woodstock > Towards Folkestone	20	14	212	9%
02-05-2023	14:00 - 16:30		1 Alkham valley road-Opposite entrance to Newlyn Meadow > traffic heading East	29	20	438	6%
17-04-2023	13:30 - 15:30		1 Alkham valley road-Opposite entrance to Newlyn Meadow > traffic heading East	19	15	315	6%
Totals				68	49		

The **type** field shows if the Session was
Ad-Hoc - one not booked using the Campaign Calendar.
Booked - one in the Campaign Calendar awaiting results or with zero offenders (shown in yellow).
Scheduled - one in the Campaign Calendar with records booked to this session.

NOTE:- **Recorded** column is the total number of vehicles recorded during this session.
Letters column is the total number of offence letters sent for this session.
All vehicles column shows the count of vehicles passing if recorded by group.
Percent column shows the percentage of offending vehicles vs total passing.
 * **Start Date** is date of first recorded internal batch id not necessarily your groups original start date.

Group Site Report

Key:
DR - Direction of traffic
SL - Speed limit
Numbers - Number of vehicles passing this point in 5mph segments between 11-04-2023 and 11-04-2023.

Location	DR	SL	25	30	35	40	45	50	55	60	65	70	75	80	85	90
4 Alkham Valley Road at entrance to Woodstock	W	30	-	-	-	-	-	-	-	-	-	-	-	-	-	-
4 Alkham Valley Road at entrance to Woodstock	W	30	-	-	9	8	2	1	-	-	-	-	-	-	-	-
8 Alkham Valley Road Beyond the Garden centre , ...	E	30	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9 ALKHAM VALLEY ROAD ENTRANCE TO "FAIR ACR...	E	40	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5 Alkham valley road In lay-bys on south side o...	NE	30	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7 Alkham Valley Road O/S Valley Cottages	N	30	-	-	-	-	-	-	-	-	-	-	-	-	-	-
1 Alkham valley road Opposite entrance to Newl...	W	30	-	-	-	-	-	-	-	-	-	-	-	-	-	-