

Alkham Parish Council

SUMMONS

To All Members of the Parish Council in accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend a meeting of **Alkham Parish Council on Monday 22nd January 2024 at 7 pm.**

The meeting will be held in the Alkham Village Hall, Hogbrook Hill Lane, Alkham, Dover CT15 7QJ

Irene Bowie

Clerk to the Council

clerk@alkhamparishcouncil.org.uk

17th January 2024

NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public.

AGENDA

1. Apologies.

- 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 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.
- 1.2 Declaration of Changes to the Register of Interests.
- 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.
- 1.4 Requests for Dispensations.
- 1.5 Declarations of Lobbying.

2. 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.

3. Minutes of the Parish Council Meeting

To resolve that, the minutes of the Parish Council Meeting held on 8th January 2024 are to be taken as read, confirmed as a correct record and signed by the Chairman.

4. Reports from external parties (if present).

Kent County Councillor David Beaney, Dover District Councillor Martin Hibbert.

5. Planning:

5.1 To table planning applications received for consideration:

- 5.1.1 24/00009 Sunrise Meggett Lane Alkham CT15 7EN
Proposal Certificate of Lawfulness (existing) for the continued use of barn for domestic use
<https://publicaccess.dover.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=S6SMIWFZ03500>

5.2 To Table and Validate Planning Applications dealt with since the last meeting:

5.3 To table decisions by Dover District Council (DDC) since the last meeting:

- 5.3.1 23/01362 Erection of a single storey side/rear extension, external alterations and access ramp to front (existing conservatory demolished)
Decision Grant Planning Permission

5.4 To Table late planning matters.

6. Finance:

- 6.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)
- 6.2 Late Payment Request/s to be discussed for approval and payment.

7. To Agree the budget and precept demand for 2024/25:

- 7.1 To review the 2023/24 spend vs budget forecast
- 7.2 To receive recommendations from the Responsible Financial Officer (RFO)
- 7.3 To consider the budget for 2024/25
- 7.4 To consider the precept for 2024/25

8. To receive Reports and agree actions if appropriate.

- 8.1 Chairman's Report
- 8.2 KALC Area Meeting Alkham Parish Council Representative.
- 8.3 Clerks Report (on matters not included in other agenda items)
- 8.4 Councillors Report (on matters not included in other agenda items)
- 8.6 Flood and Drainage Warden
- 8.7 Footpath Warden
- 8.8 Village Hall Management Committee.

9. To receive reports and agree actions if appropriate from the working groups.

- 9.1 Highways Working Group
- 9.2 Communications and Community Involvement Working Group
- 9.3 Parish Plan Evolution and Delivery Working Group
- 9.4 Green Spaces and Environment Working Group

10. To consider and agree the Volunteer Policy

11. To confirm meeting dates for Annual Meeting of the Parish.

12. 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.

- 12.1 Enforcement Matters.
- 12.2 Council Land Ownership
- 12.3 To consider any quotations/tenders.

Parish Council Meetings 2024

4th March, 13th May (Annual Statutory Meeting of the Parish Council), 1st July, 2nd September, 4th November

Notes on declarations of interest.

Any Member arriving after the start of the meeting is asked to declare pecuniary interests, as necessary, as soon as practicable after their arrival, even if the item in question has been considered.

National rules about pecuniary interests are set out in Chapter 7 of the Localism Act 2011 and in secondary Legislation made under the Act, in particular The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012