

## ALKHAM PARISH COUNCIL

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**Minutes the Parish Council Meeting held on Thursday 14<sup>th</sup> July 2022 at 7pm in Alkham Village Hall**  
**Present: Cllrs N Burrows ( Chairman); M Hibbert; A Barrier; R Marczin Bundy**  
**Also present: I Bowie (Clerk) and members of the public.**

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.*

- Concerns were raised by a resident regarding the decisions made by KCC Highways in relation to the parish council Highways Improvement Plan
- A resident raised concerns regarding a recent edition of the APC Minutes in the Alkham News that focused on a negative report from KCC regarding the parish councils request for consideration for a 20mph limit on the Alkham Valley Road. It was reported that the extract from the minutes was factually correct.

### **PRIOR TO THE START OF THE MAIN MEETING:**

*Representations from the general 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 at the discretion of the Chairman. The minute book will be closed*

To receive reports from (if present): *Kent County Councillor David Beaney; Dover District Councillor Martin Hibbert; and the PCSO.*

#### **1. Apologies and absences:**

- 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 1862, 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. 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 2010 in respect of members and in accordance with the provisions of the Local Government Act 1862 in respect of officers. There were none
- 1.4 Requests for Dispensations. There were none
- 1.5 Declarations of Lobbying. There were none

#### **2. CO OPTION of Parish Councillor/s:**

- 2.1 To consider candidates for co-option. There were no candidates

#### **3. 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 1850, the public and press be excluded from the meeting by the reason of its confidential nature.**

#### **4. Minutes of the Parish Council Meeting**

It was RESOLVED that the minutes of the Parish Council Meeting held on the 9<sup>th</sup> May 2022 were taken as read ,confirmed as a correct record and signed by the Chairman.

#### **5. Matters arising from the minutes: (not included in other agenda items)**

- 5.1 New Walkway – Update. The Clerk reported that the funding from KCC Cllr Beaney had been approved. The parish council will pay the remaining 50% and the Clerk confirmed that the contractor had been notified and that works should start in September/October.

#### **6. Finance:**

- 6.1 It was RESOLVED to authorise the payments on the schedule.
- 6.2 Late Payment Request/s to be discussed for approval and payment.
- 6.3 To note Receipts of Income (to be provided at the meeting). The receipts of income were noted as £14,177.82
- 6.4 To confirm bank reconciliation (to be provided at the meeting).

The reconciled balance was received and AGREED. The reconciled balance was £56,593.50

**7. To receive the AGAR for the financial year ended 31st March 2022**

- 7.1 To receive the Internal audit report:  
The Annual Internal Audit Report 2021/22, signed by the internal auditor was received and accepted.
- 7.2 Accounts to be approved and signed:  
The Clerk/RFO presented the statement of audited accounts which were accepted. It was RESOLVED that the statement of audited accounts was signed by Chairman .
- 7.3 To considered and approve the Annual Governance Statement for the year ending 31<sup>st</sup> March 2022.  
The parish council considered and approved the Annual Governance Statement for the year ending 31st March 2022. It was RESOLVED that the Chairman and the Clerk signed the Annual Governance Statement.
- 7.4 Acceptance of Annual Governance and Accountability Return (AGAR)  
The parish council considered and approved the Annual Governance Statement for the year ending 31st March 2022. It was RESOLVED that the Chairman and the Clerk signed the Annual Governance Statement.

**8. Planning:**

- 8.1 To table planning applications received for consideration: No Applications were received
- 8.2 To receive late planning applications and other late planning matters: There were none
- 8.3 To table planning applications dealt with since last meeting:
- 8.4 To table decisions by the Planning Authority since the last meeting. There were none

**9. To receive Reports:**

- 9.1 Byways No Report Cllr Barrier
- 9.2 Parish Plan Cllr Hibbert  
No report. Cllr Hibbert reported that the plan needed to be reviewed and update due to the length of time that had passed since it was produced. The plan team to come back to Cllr Hibbert with suggested updates
- 9.3 Drainage and Flood Warden Report Cllr Hibbert  
Alkham Drainage Work Progress Updates – June 2022 Cllr Hibbert gave his report:  
Latest wok updates for submitted Alkham drainage fault reports to Kent Highways drainage department are as follows:
- 596053/613759 – Martin Vale, Hogbrook Lane – work still to be completed.
  - 630656 – Thorn Lane, repeat request for work to roadside silt trap and culvert to clear silt (05/04/2022). Work uncompleted.
  - 642292- Village Sump, request for annual maintenance and clearance.
  - 642301- Alkham Valley Road, roadway grip east of Newlyn’s junction. Request to clear silt and vegetation blocking access to allow roadway run off water to flow through conduit to Alkham Valley Ditch.
- Another reminder again to look out for sharp showers or thunderstorms. Run-off water will flow and pick up the last few months debris and potentially block local lanes and cause possible flash floods. If you live near a drain, please pick up a broom and remove any drain surface debris – many thanks.
- 9.4 Environmental Initiatives Group Cllr Marczin-Bundy
- 9.4.1 To agree members Deferred to a later meeting
- 9.4.2 To agree Terms of Reference Deferred to a later meeting
- Cllr Marczin Bundy gave an update It was AGREED that a meeting would be arranged for parish councillors to visit Cllr Marczin Bundy to see the environmental project she is running with a view to adapting of the ideas for the parish council.

**10. Highways:**

- 10.1 Highways Improvement Plan (Update)  
It was reported that the parish council and paid £600 for another speed survey as required by KCC Highways to progress items 1a-1f on the HIP. Cllr Hibbert gave an update on the reorganisation of KCC Highways.
- 10.2 To receive the Alkham Speedwatch reports  
These had been circulated. It was reported that the police speed camera vans had been present on the Alkham Valley Road. It was AGREED that the parish council would consider providing the funds as agreed at the May meeting before the Speedwatch team had raised the other 50% of the costs. It was AGREED that the Speedwatch team would email their request to the clerk. The group gave an update on Auto Speedwatch and why it may be beneficial to the community. It was AGREED that the parish council would consider a proposal with costings from the Speedwatch team and that decision could be ratified at the September meeting. The issue of signage to improve awareness of speed and local hazards was raised.
- 10.3 To receive the parish portal report. The report had been circulated. The Chairman encouraged residents to report Highway matters on the KCC Portal. <https://www.kent.gov.uk/roads-and-travel/report-a-problem>

- 10.4 Lorry Watch- to receive an update.
- 10.5 To receive any other Highways matters

**11. Play area and Village Green:**

- 11.1 To receive the Monthly Playground Inspection Report.
  - 11.1.1 Adventure Trail Equipment – It was AGREED that the type of replacement for this equipment would be Considered and brought to a future meeting.
- 11.2 Provision of a commemorative bench. The bench had been ordered.
- 11.3 To consider any other matters pertaining to the play area and/or the Village Green

**12. Correspondence:**

- 12.1 To table items of late correspondence:
- 12.2 Items circulated for information: For further information contact the Clerk
  - 12.2.1 KALC COUNCILLORS CONFERENCE - 30TH JUNE 2022
  - 12.2.2 FireStoppers Campaign Toolkit - PP
  - 12.2.3 Rural Housing Week - Amended flyer
  - 12.2.4 KCC - National Bus Strategy update
  - 12.2.5 Places of Worship Scheme.pdf
  - 12.5.6 Dover District Council Town and Parish Evening - Tuesday 7 June 2022 6:00 - 8:00pm
  - 12.5.6 Provision for Young People- Dover Youth Hub
  - 12.5.7 Residents Letter re Alkham Valley Road It was AGREED that DDC Cllr Hibbert and KCC Cllr Beaney would meet with the resident.

**Dates of Future Meetings:**

5<sup>th</sup> September, 7<sup>th</sup> November 2022

Chairman: Neil Burrows

Date: 5<sup>th</sup> September 2023

Signed: *Neil Burrows*