

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 3rd July 2023 at 7pm.** 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

26th June 2023

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. To elect a Chairman and receive the Chairman's Declaration of Acceptance of Office**
- 2. To elect a Vice Chairman and receive the Vice Chairman's 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.
 - 3.2 Declaration of Changes to the Register of Interests.
 - 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.
 - 3.4 Requests for Dispensations.
 - 3.5 Declarations of Lobbying.
- 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.
- 6. Minutes of the Parish Council Meeting**

To resolve that the minutes of the Parish Council Meeting held on 17th April 2023 to be taken as read, confirmed as a correct record and signed by the Chairman.
- 7. Planning:**
 - 7.1 To table planning applications received for consideration:**
 - 7.1.1 23/00674 Great Everden Farmhouse Lockering Lane Alkham CT15 7EH**

Prior approval for the change of use from agricultural to hotel (C1)
<https://publicaccess.dover.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RVKQHJFZ04D00>
 - 7.1.2 23/00655 The Hermitage Green Wood Slip Alkham CT15 7DD**

Change of use of land to residential, erection of garage and stable block
<https://publicaccess.dover.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RV9J4OFZ04D00>

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

7.2.1 23/00536 The Paddock Ferne Lane Ewell Minnis CT15 7FF

Variation or removal of conditions 1 (3 year temporary permission) and 2 (removal of buildings and reinstate land to former condition) of Ref: APP/X2220/C/18/3199973 granted at appeal for the material change of use of land to a mixed use comprising the keeping of horses and continued use as a caravan site and associated structures

APC : Defer to DDC (by majority)

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

7.3.1 23/00114 The Hermitage Slip Lane Alkham CT15 7DD

Erection of a two storey side extension, dormer extension and external alterations including cladding

Application Permitted

7.3.2 23/00403 Tree Tops Greenwich Lane Ewell Minnis CT15 7EA

Creation of roof terrace, balustrade and doors (retrospective)

Application Permitted

7.3.2 23/00561 Sunrise Meggett Lane Alkham Kent CT15 7EN

Removal of Condition (a) agricultural occupancy of planning permission CH/6/63/0117

Application Permitted

7.3.4 23/00367 Ellinge Cottage Little Everden Road Alkham CT15 7EG

Erection of stable building and stores

Application Permitted

7.3.5 23/00124 Southbank Newcastle Lane Ewell Minnis CT15 7DY

Erection of a dwelling, car port and access

Application Refused

7.4 To Table late planning matters:

8. To receive Reports

8.1 Chairman's Report

8.2 KALC Area Meeting Alkham Parish Council Representative.

8.2.1 To receive the KALC Area Committee and AGM Minutes (Circulated before the meeting)

8.3 Clerks Report (on matters not included in other agenda items)

8.4 Councillors Report (on matters not included in other agenda items)

8.5 Parish Plan- Update

8.6 DDC Local Plan

9. To consider the management of Parish Council Documents.

9.1 To consider the archiving of Parish Council documents in the KKC Archive

9.2 To consider the management and retention of Title Deeds and other legal Documents by a local solicitor.

10. Finance:

10.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)

10.2 Late Payment Request/s to be discussed for approval and payment.

10.3 To note receipts of Income

10.4 To receive the bank reconciliation

10.5 To consider Unity Bank

10.6 To review the 2023/24 budget

10.6.1 To allocate a training budget

10.6.2 To consider virement of budget allocations 2023/24

11. Annual Review of Parish Council Policies and Procedures.

11.1 Standing Orders

11.2 Financial Regulations

11.3 Model Publication Scheme

11.4 GDPR Document Retention Policy

11.5 Freedom of Information

11.6 Code of Conduct

11.7 Civility and Respect

11.8 Complaints Handling Policy

11.9 Volunteer Policy

11.10 Habitual of Vexatious Complaints Policy

11.11 Scheme of Delegation

11.12 Social Media and Website Policy

- 11.13 Co-Option Policy
- 11.14 Equality and Diversity Policy
- 11.15 Email Policy
- 11.16 Dignity at Work /Bullying and Harassment Policy
- 11.17 Grievance Procedure
- 11.18 Disciplinary Procedure
- 11.19 Grant Policy
- 11.20 Risk Assessment Policy and Register
- 11.21 Communications Policy

12. To consider the following working groups:

- 12.1 Highways Working Group
 - 12.1.1 To agree the Terms of Reference
 - 12.1.2 To elect members .
- 12.2 Communications and Involvement Working Group
 - 12.2.1 To agree the Terms of Reference
 - 12.2.2 To elect members .
- 12.3 Parish Plan Evolution and Delivery Working Group
 - 12.3.1 To agree the Terms of Reference
 - 12.3.2 To elect members .
- 12.4 Community Liaison Working Group
 - 12.4.1 To agree the Terms of Reference
 - 12.4.2 To elect members .
- 12.5 Environmental Initiatives and Re wilding Working Group
 - 12.5.1 To agree the Terms of Reference
 - 12.5.2 To elect members .

13. Allocation of Responsibilities:

- 13.1.1 Flood and Drainage Warden
- 13.1.2 Ewell Minnis Liaison
- 13.1.3 Representative to the Village Hall Management Committee
- 13.1.4 Kent Association of Local Councils Representative

14. To consider a Parish Council Meet and Greet 22nd July 2023

- 14.1 To agree a budget for the Parish Council Meet and Greet

15. Highways

- 15.1 To receive and consider the KKC Highways Design Plan for Alkham Safety Improvements.
- 15.2 Highways Improvement Plan
- 15.3 To receive the Alkham Speedwatch reports
- 15.4 To receive the parish portal report
- 15.5 To receive any other Highways matters

16. Play area and Village Green

- 16.1 To receive the Monthly Playground Inspection Report.
- 16.2 To consider any other matters pertaining to the play area and/or the Village Green
 - 16.2.1 To reconsider the siting of the Commemorative Bench
 - 16.2.2 To reconsider the removal of the wooden bench (to have been replaced by the memorial bench) and return to the asset register.
 - 16.2.3 To consider Bins on the Village Green
 - 16.2.4 To consider Signage on the Village Green
 - 16.2.5 To receive and update on the Slide and Rocking Horse.
- 16.3 To consider areas for Re-Wilding

17. Correspondence:

- 17.1 To table items of late correspondence :
- 17.2 Items circulated .
 - 17.2.1 Resident Email regarding Alkham Valley Road
 - 17.2.2 KALC Area Committee meeting Minutes and AGM Minutes
 - 17.2.3 NHW Message - latest update from National Trading Standards
 - 17.2.4 Introducing your new Ward Police Constable [#122305009]
 - 17.2.5 D-Day 80 celebrations 6th June 2024

18. Agenda Items for the next meeting:

19. 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.

19.1 Village Maintenance .

Meeting Dates 2023: 4th September, 6th 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

To: Members of the Joint Transportation Advisory Board

From: David Brazier, Cabinet Member for Highways & Transport, Kent County Council

Subject: Involvement in Highway Aspects of Planning Applications

Summary: KCC receives many requests from local Members asking to be kept informed and involved in the highways aspects of planning applications. Whilst KCC recognises Members intent is to understand the impacts and mitigations for planning applications to support their local communities, it is not possible for direct involvement for several reasons which are outlined in this report.

Recommendation: The JTAB is asked to note the report.

1. Involvement in highways aspects of planning applications advisory note

- 1.1 Any pre-application advice is confidential and cannot be disclosed even under a Freedom Of Information request as it can affect the commercial viability of the site.
- 1.2 Once an application is submitted and KCC Highways are consulted officers have a 21-day turnaround time to submit the statutory response. The level of scrutiny that needs to take place on each application and the number of applications received would make any further consultation within this time period untenable.
- 1.3 Any correspondence on the application **must** be made via the Local Planning Authority (LPA). It is not possible for KCC Highways to have external discussions with developers/members of the public/Members or Parish Council's and other local organisations outside of this process.
- 1.4 KCC Highways, as a statutory consultee, need to give a response to the plans that are submitted before them based on the supporting evidence and **unbiased** technical opinion of the Highway Officer.
- 1.5 It is not the position of the Highway Authority to come up with better ideas, suggest alterations or to attempt to change the mindset of a developer who has presented a workable solution whether or not that solution is popular with local residents and businesses. Our response must be based on fact and cannot take account of assumptions or opinions of the local community.
- 1.6 Our responses cannot be influenced by political persuasion.
- 1.7 Our responses to the applications already set out the key impacts and any mitigation proposed, and this response is uploaded to the LPA website for all to see, in advance of the planning committee meeting.

- 1.8 Parish councils and Town councils are consulted at the same time as KCC Highways and all the details are available on the LPA website. Any comments from us can be viewed publicly.
- 1.9 In accordance with the National Planning Policy Framework there is a **presumption in favour of development** and it is the duty of KCC Highways to work with the developers to try to ensure that development can proceed.
- 1.10 KCC Highways ensure that development proposals align with both National and KCC Policies and Standards in all highway associated areas.
- 1.11 KCC Highways seek to promote sustainable travel options above that of the private car to offer a mode choice whenever possible.
- 1.12 KCC Highways offer update meetings to KCC Members at least twice per year to discuss the District/Borough Local Plan growth and associated highway infrastructure and any external funding bids.
- 1.13 KCC Highways ensure that any Transport Models used to support a proposal are validated, current and suitable.
- 1.14 KCC Highways will always determine the extent of the area to be covered by a Transport Assessment by scoping out the specific links and junctions on the network that are necessary in order for us to make an informed appraisal.
- 1.15 Mitigation is proposed by the developer for the scrutiny of KCC Highways. The only time a developer might be told what mitigation or contribution **must** be delivered is when the mitigation has been previously agreed as part of a wider District or Borough Transport Strategy and a policy has been attached to an allocated site setting out the infrastructure requirements required for the site to come forward. Such transport strategies and subsequent Infrastructure Delivery Plans will have been previously consulted upon and approved by the District and County Council Members.
- 1.16 KCC Highways Officers are fully aware that most of the allocated sites within a Local Plan, particularly the larger ones, are likely to be unpopular with neighbouring residents, particularly when being built on green space and impacting on views and amenity. Many people hinge their objections on highway impacts because we all use the road network on a daily basis, albeit walking, cycling, driving, by public transport etc. and are familiar with the local junctions and how they operate in peak traffic conditions. What they are often not aware of is that in the vast majority of cases the junctions that they report to be operating above capacity and causing extended queuing are not unusual traffic conditions and these same queues are replicated in exactly the same way in the majority of towns and also some villages across most of Kent and indeed across the country. Most of our network is historic and is constrained by frontage development, conservation and environmental constraints and listed building protection. In view of this it is not always possible to make physical improvements by expanding the road space to create more room to allow cars to travel through junctions more quickly. Often when these improvements are

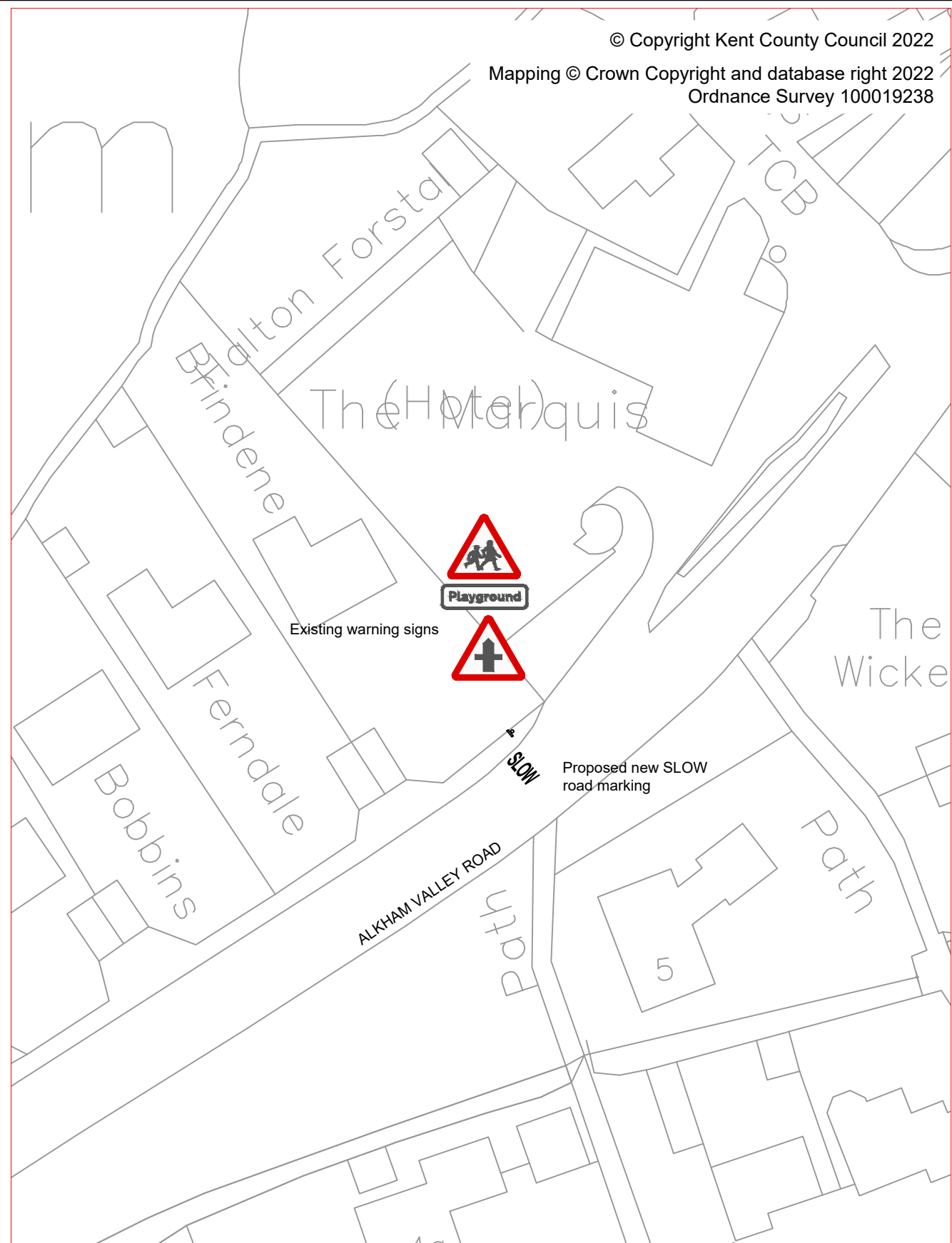
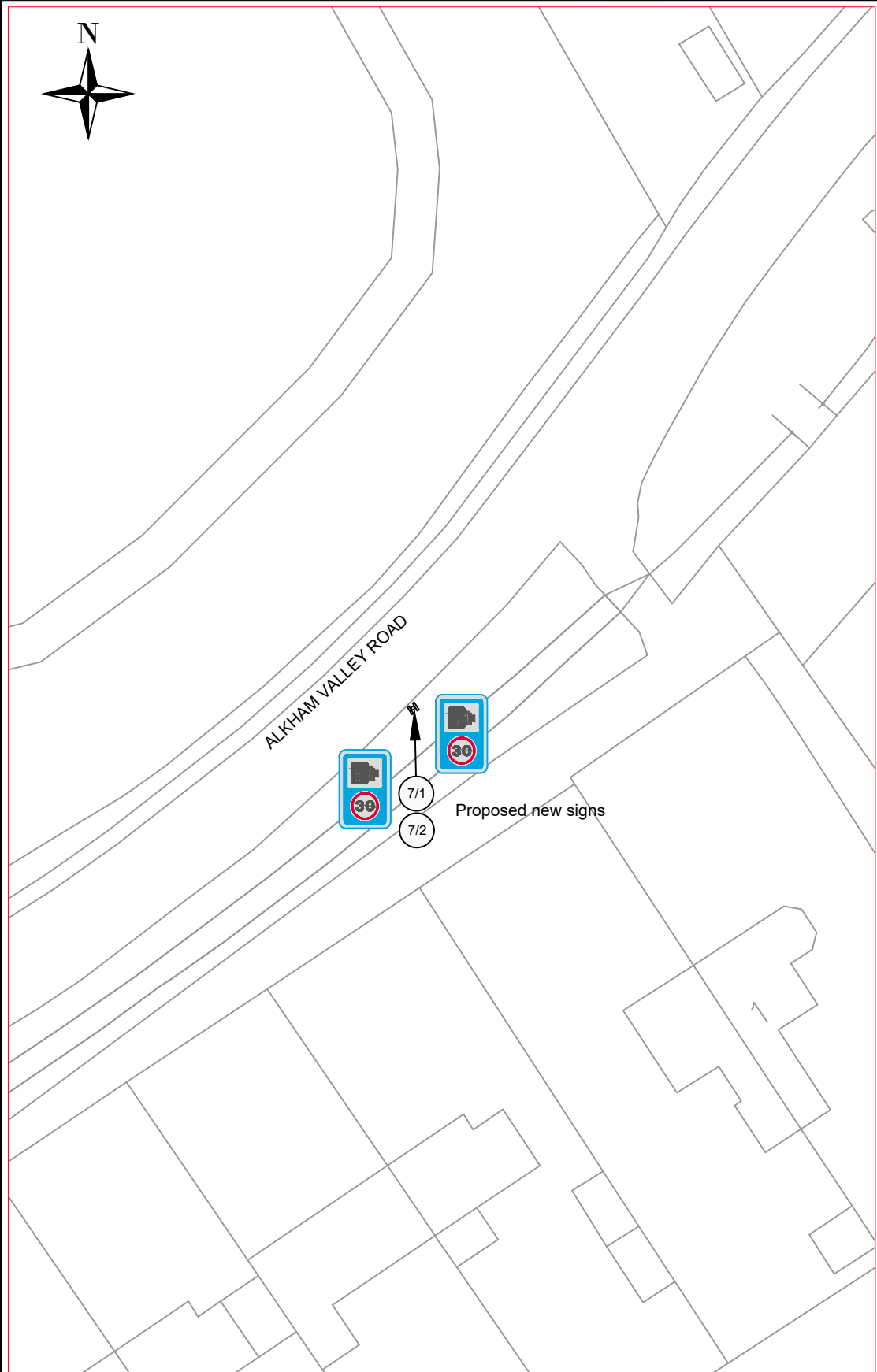
carried out and the network operates better in a particular area, other traffic then assigns to the improved route and the former scenario quickly resumes.

- 1.17 KCC Highways, where possible, are not now looking to amend the network to accommodate more cars. Instead, they are looking to see how people could travel more sustainably from new development sites and are asking developers to provide the infrastructure to make this happen. This is known as “Vision and validate” or “decide and provide” as opposed to the former use of “predict and provide” which always looked at the worst-case future year scenario and tried to adjust the network to cope with it. The hope is that in the future it will be more inviting and easier to walk and cycle short trips than to use the private car and that public transport will be more accessible with reliable journey times.
- 1.18 KCC Highways officers appreciate that Members are trying hard to support their constituents by trying to change or prevent certain development proposals and its associated network changes but ultimately if a site has been allocated it needs to happen and KCC Highways will always work hard to ensure that the best possible outcome is achieved in terms of minimising highway impacts, promoting sustainability, and creating a sense of place. Inspectors are routinely approving appeals in favour of development. Congestion, journey time reliability and extended queuing are not often being upheld as reasons to refuse development. The only realistic chance of an appeal being upheld on highway grounds is if highway safety is directly compromised and this has to be robustly evidenced.

2. Recommendation

- 2.1 The JTAB is asked to note the report.

David Brazier
Kent County Council
Cabinet Member, Highways & Transport



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 Ordnance Survey 100019238

Proposed New Traffic Signs



New Road Marking to Diag. No. 1024

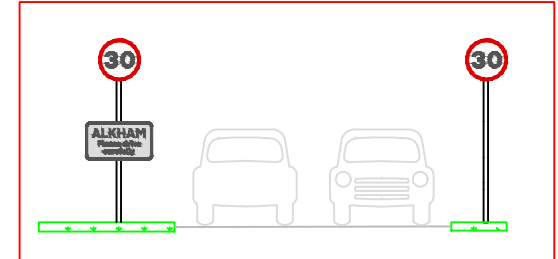
0	22/11/22	First issue	DH		
Rev	Revision Date	Purpose of revision	Drawn	Check'd	App'd



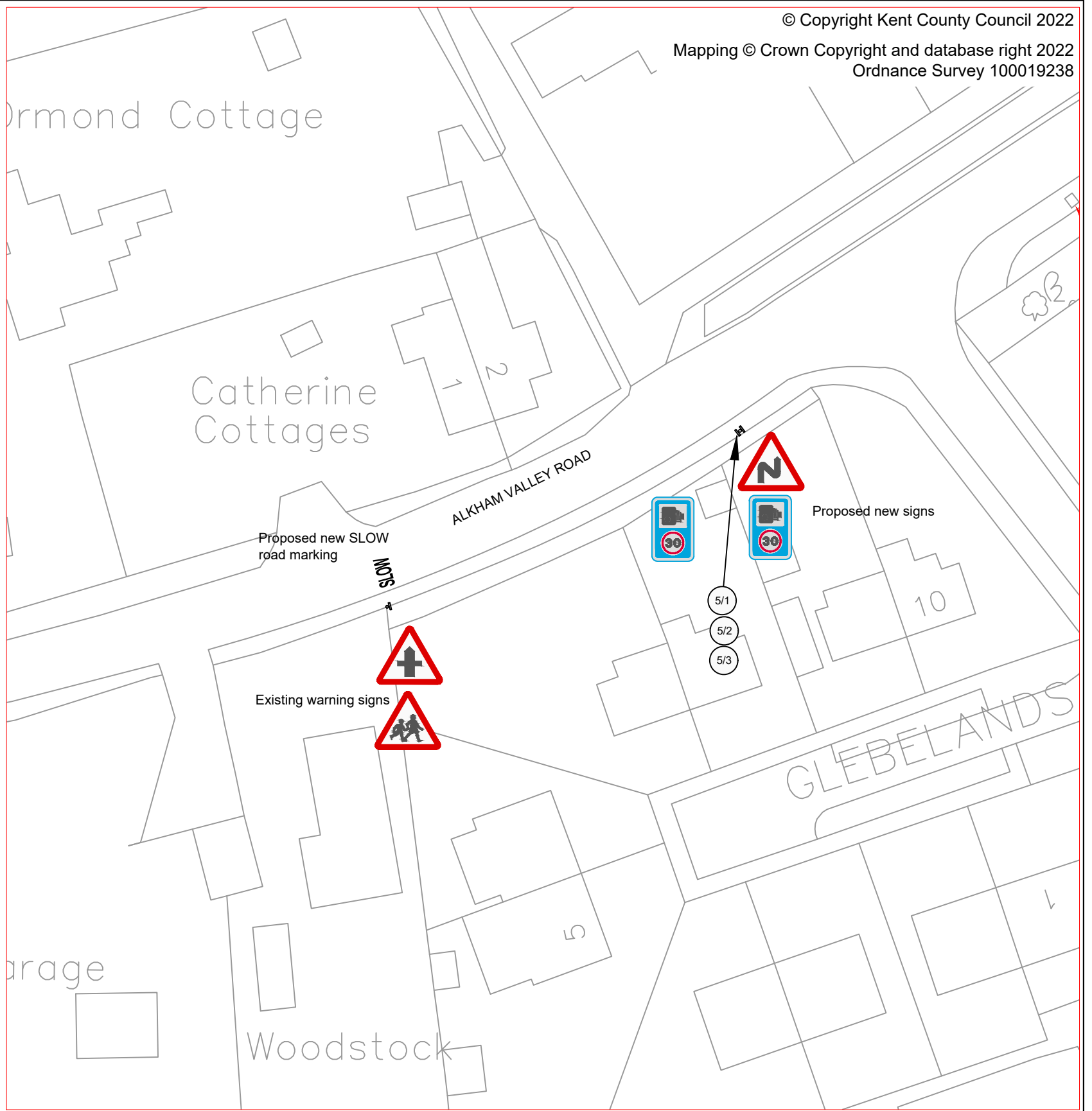
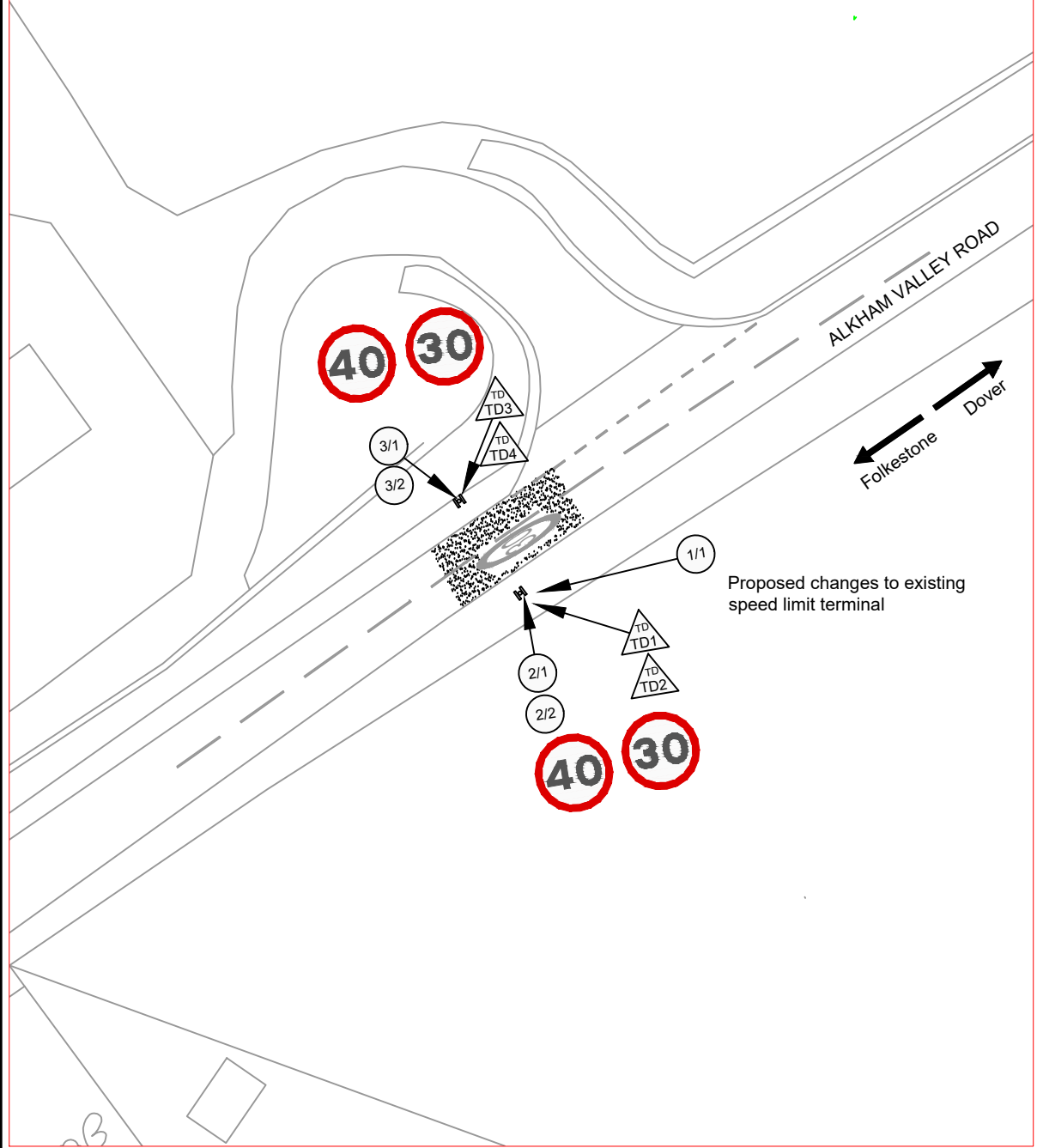
Kent County Council
 Ashford Highway Depot
 Henwood Industrial Estate
 Ashford TN24 8AD
 Tel: 03000 418181

Project	Dover District 2023 Parish Funded Scheme
Drawing title	Alkham Valley Road Alkham Road Safety Improvements Proposed Measures

This drawing is not to be used in whole or part other than for the intended purpose and project as defined on this drawing. Refer to the contract for full terms and conditions.		
Drawing status		
For information		
Scale	1:500 at A3	Do not scale
Drawing number		Rev
23/DO/PAR/297/1200/B		0



Example gateway feature



0	22/11/22	First issue	DH		
Rev	Revision Date	Purpose of revision	Drawn	Check'd	App'd



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