

**ALKHAM PARISH COUNCIL**  
**Minutes of meeting 18<sup>th</sup> February 2021**

This meeting was held remotely under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 in force to allow local authorities to conduct meetings remotely.

**Present: Cllr's: N Burrows– Chairman; M Hibbert- Vice Chairman; D Beaney; A Barrier; R Marczin-Bundy**

**Also present: I Bowie (Clerk); Three members of the public**

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

To discuss, for a maximum of fifteen minutes, questions received by email from members of the public. The minute book was closed. Cllrs discussed an email from a resident regarding traffic measures relating to the positioning of the new bus shelter.

**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.* It was RESOLVED to accept the apologies and the reason given by Cllr Prince.
- 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. New Bus Shelter**

- 3.1 To consider the formation of a New Bus Shelter Working Group and elect members  
It was RESOLVED to form a Bus Shelter Working Party (BSWP). It was RESOLVED that Cllrs Hibbert; Barrier and Marczin-Bundy would be the members of the working party. It was RESOLVED that Cllr Hibbert would be the lead Councillor.
- 3.2 To consider the Terms of Reference for the New Bus Shelter Working Group.  
It was RESOLVED to adopt the circulated Terms of Reference. It was RESOLVED that Cllr Beaney would be co-opted as a named expert/advisor, without voting rights, to the working party.
- 3.3 To consider matters pertaining to the provision of a New Bus Shelter  
It was RESOLVED to continue with the application for a KCC Members Grant. It was noted that the project was being funded via Cllr Lymer's KCC Members Grant. It was RESOLVED that the Working Party would liaise directly with KCC Highways regarding the preferred location. Subject to this a solicitor would be instructed, by the Clerk, if landownership fell outside that owned by KCC Highways. It was RESOLVED that a timber bus shelter, that was semi enclosed, would be selected after discussion with KCC Highways. It was RESOLVED that the APC Highways Improvement Plan would be updated to include the bus stop and circulated to KCC Highways. The Clerk confirmed that Planning Permission via DDC would be required and that the tendering process would be in accordance with the adopted Financial Regulations. It was AGREED that if the members grant was not forthcoming the project

would be put on hold until alternative funding was acquired.

There being no further business to be transacted the Chairman closed the meeting at 7:30 pm

**Signed :**     *Neil Burrows*

**Date:** 5<sup>th</sup> May 2021

**Chairman**