

ALKHAM PARISH COUNCIL

Minutes – MONDAY 2ND JULY 2018

7.00pm

PRIOR TO THE START OF THE MAIN MEETING:

Planning To Discuss:

DOV/18/00560 **2 Wolverton Cottages, Alkham Valley Road, Alkham, CT15 7DS**
Erection of a single storey side extension and two storey rear extension,
Incorporating a raised patio and 2no. windows to first floor side elevation
APC Decision: No Objection

DOV/18/00633 **Peartree, Green Lane, Ewell Minnis, CT15 7DX**
Erection of a detached outbuilding to be used for storage (retrospective application)
APC Decision: No objection in principle, caveat that the planning authority are vigilant re future applications re. change of use from agricultural to residential.

Planning Decisions:

DOV/18/00436 **Pimlico Way Vineyard, Alkham, Valley Road, Alkham, CT15 7EN**
Prior approval for the erection of an agricultural building (demolition of existing)
Permission Required

ALK/18/00118 **Caravan Site, Alkham**
An enforcement case has now been opened

MAIN MEETING:

1. **Venue:**
Alkham Village Hall at 7:30pm
2. **Present:**
Parish Councillors: Neil Burrows, Martin Hibbert, Ruth Marczin-Bundy (7.35-8.25 pm),
Anthony Barrier, Den Barnard, Geoff Hillier
Clerk: Janice Lambert, Irene Bowie (took the minutes)
Members of Public: 5
District Councillors: Pauline Beresford
County Councillor: Geoff Lymer
3. **Apologies:** David Beaney
4. **To Receive Declarations of Interest and Dispensations**
None declared
5. **Regular Business**
None
6. **Matters Arising:**
 - 6.1 **Introduction of New Parish Clerk**
The Chairman introduced the new Clerk Irene Bowie. The Chairman and Councillors thanked the incumbent Clerk, Janice Lambert, for her hard work and support. The PC wished her well for the future.

6.2 Byways Update

Andrew Hutchinson as advised that the Alkham byways did not go to the board in June, an update has been requested. He advised that funding maybe available for some repairs to the byways, and will inform the PC when the work will take place

6.3 Parish Planning – Cllr Hibbert gave his report (Appendix A)

Cllr Hibbert remind everyone that more volunteers would be needed and to contact the Clerk in the first instance.

6.4 Drainage update – Cllr Hibbert gave his report (Appendix A)

6.5 TAG Update – Cllr Burrows & Cllr Hibbert (Appendix A)

Cllr Hibbert proposed that the recommendations in his report were accepted and acted upon. Seconded by Cllr Burrows and agreed by all.

Cllr Hillier requested that a link was made available of the PC website to enable residents to view the Tag report. This was proposed by Cllr Hibbert and seconded by Cllr Barnard and agreed by all.

6.6 Notice Board Refurbishment

Quote for £507 was received. Cllr Barnard proposed that this quote was accepted, and that work should start immediately. Seconded by Cllr Hibbert and agreed by all.

6.7 Fencing around play area – 3 quotes were received. (Quote 1 for £4557; Quote 2 for £ 3932.22; Quote 3 for £ 4488) due variations in the scope of works to be carried out it was agreed that the Clerk would request a like for like quote from one of the suppliers. Once this had been done it was agreed that contractor would be selected, and the works would proceed. Proposed by Cllr Hibbert, Seconded by Cllr Barrier. Agreed by all

Cllr Lymer agreed to provide 50% of the funding for the fencing around the playground. The Chairman thanked Cllr Lymer for his continued support.

6.8 Review of Meeting Actions

Actions from the previous meeting that had been completed were noted.

7. Correspondence:

7.1 Letter regarding Fixed Deposit with United Trust Bank

After discussion it was agreed to reinvest for one year

7.2 Came & Company Insurance Renewal

It was agreed to renew the PC insurance with Came and Company for one year. £ 477.73

7.3 Email from AVS regarding Ewell Minnis signs

Cllr Lymer explained that the reason the signs have been placed where they are as KCC deemed this the safest place.

7.4 Email regarding breakdown and posting of Alkham Parish Council Annual Financial Report for 2017/18

The Financial Report was published, running totals for each payment in the Finances section of the agenda/minutes will be shown.

7.5 Email regarding Crime Incidents. Noted

7.6 Email regarding flooding. Noted

7.7 Letter regarding Electoral Review of Dover

Cllr Beresford reported that Alkham may possibly revert to Capel and River. Cllr Beresford stated that: The aim of the electoral review is to recommend ward boundaries that mean each councillor represents approximately the same number of voters. Therefore, the boundaries need to be re-drawn across Dover District Council.

The public consultation on the draft recommendations is available online until the 13th August. Cllr Beresford encouraged everyone to participate.

<http://www.lgbce.org.uk/all-reviews/south-east/kent/dover>

8. Delegates Reports:

District Cllr Beresford reported that at a recent cabinet meeting re possibility of extending some areas for dogs on leads and that a consultation will follow. DDC have purchased an old CO-OP building to convert it into a pop-up business hub to help start-ups enter the high street. There will be no balloons or lanterns at events on DDC owned land and it is hoped that PC's will support this. DDC have 3 additional houses and 9 additional flats to assist homeless people find temporary accommodation until they can find a home. Homelessness figures are reducing

County Cllr Lymer reported that Many schools in Thanet want to take special needs (SEN) children. London sending SEN children to Kent. KCC wants to assist local children. Business start ups will now have to apply for larger loans with a minimum of 100k interest free repayable grant, to encourage engineering, IT tech and pharma companies to the area.

9. Interval:

A member of the public asked if the PC would discuss the Parish Plan with emergency services for comment. The Chairman confirmed that this would be the case.

Another member of the public raised concerns re a vehicle exiting the wood at Wolverton. It was suggested that fencing may have been removed. Clerk to follow up

10. Finances:

- 10.1 Invoice for Skype WordPress training for £80 (From Transparency Fund) Year Total £80.00
 - 10.2 Invoice from Clive Batcheldor for £50.00 for conducting the internal annual audit. Year Total £50.00
 - 10.3 Clerks salary and expenses of £595.98 for May & June 2018. Year Total £946.84
 - 10.4 Invoice from Vistaprint for supplies for the launch day for £53.57. Year Total £53.57
 - 10.5 Invoice from Harmer & Sons for £158.40 for mowing during May 2018. Year Total £316.80
 - 10.6 Invoice £150.70 set up Alkhamparishcouncil.org emails. Year Total £150.70
 - 10.7 Invoice Came and Company Insurance £ 477.73 . Year Total £477.73
- All proposed by Cllr Barnard, Seconded by Cllr Hibbert. Agreed by all

11. Any Other Business

Caravans parking overnight in the Village Hall car park. It was agreed that the PC would not post signs preventing this
Cllr Hibbert agreed to add the drainage problems at the end of Newcastle Lane to his list

Cllrs were reminded of the Public Rights of Way Consultation.

12. Date of Next Meeting:

Monday 10th September 2018.

The meeting closed at 9:30pm

Signed: Chairman Neil Burrows Date 3rd September 2018

Actions from Meetings

Date Added	Action Description	For Action By	Date Completed
11/09/17	Creation of Community Led Plan	Cllr Barnard Cllr Hillier	
11/09/17	Check Short Lane Drains for Blockages	Cllr Barnard Cllr Beaney	
04/12/17	Liaise with Cllr Barnard regarding silt build up in culverts (connected with action raised 11/09/17)	Cllr Hibbert	
14/05/18	Liaise with Chairman of Village Hall committee re key holders	The Clerk	
02/07/18	Follow up Andrew Hutchinson re Alkham byways and possible funding	The Clerk	
02/07/18	Post link to TAG report on PC website	The Clerk	

Appendix A

6.3 Parish Plan – Update Cllr Hibbert

- Arrangements for Launch promotional tent at village fete all in place. Flyers and posters delivered and will be displayed/ handed out on the day to interested parties. Parishioners will be able to leave contact details for any follow up answers to raised questions. So flyers on your seats - have a look. Stall manned by SG volunteers.
- Publicity- series of articles published on the Alkham Website. One more to go! Please visit useful information about our plan.
- SG meetings will be focusing on community club and parish invites, sponsorship and launch day VH arrangements over the next two months, plus the ordering of various associated support material. Much to do.
- SG seeking additional volunteers from the parish to help develop the plan. If interested please leave name with parish clerk.

6.4 Drainage Update Cllr Hibbert

- Several fault reports submitted to KCC highways for planned maintenance before the heavy rainfall and flash flooding across the county on 29th May.
- Alkham has 5 faults awaiting inspection and repair. Main ones are Lockering Lane /Hopton Manor, Hogbrook Hill Lane/VH sump culverts/gully, bottom of Pimlico/Meggett.
- The drain adjacent gate to Pimlico Vineyard has been rediscovered and the cover cleared. But the drain is blocked and requires clearing. Once done will help flooding problems associated with water flowing across the road down Meggett.
- Hopton Manor/ Lockering Lane and VH drainage maintenance concerns were reported to Highways 20/ 28th May prior to the heavy rainfall. And subsequent inspection after the flash flood resulted in further reporting to clear the accumulated debris in the VH area. The historical Lockering Lane problems will be pushed for long term resolution with PC seeking to reinstate/ recover grips/run off and sumps near Little Upton Farm.
- In addition, chase regular sweeping of Lockering/Slip Lane to pick up accumulated debris and flints deposited on roadways following heavy rain, with increased risk for safe passage by pedestrian/horse/vehicular traffic. Make a safer highway.
- Finally, possible good news. KCC Highways have written an apology letter, stating that because of the heavy rainfall on the 28th May, that it will take them longer than usual to repair our faults. However, they have indicated that they have already made good progress with fixing the urgent issues and expect to be able to start dealing with our reported problems during July, within their usual timescales.

I will be tracking the progress of our faults online. So far work has been programmed for VH sump/gully's, and also blocked drain/gully bottom of Pimlico.

6.5 TAG Update Cllr Hibbert

The suggested draft format of the final report is now complete. The report outlines suggested measures on how to take the plan forward under a scheme phased approach, namely how best to take the traffic calming recommendations forward, following professional discussion and consultation, and enable PC to make an informative decision as to the next phased step towards implementation.

To help facilitate this process going forward I would propose the following phased actions:

- To approve the TAG report in its current format.
- To present the TAG report to the Emergency Services, ROSPA and identified stakeholders, for their consideration and comment.
- The TAG report to be presented by a PC appointed working group, the terms of reference, the remit, and membership to be clearly set out.
- Returned comments and considerations to be reviewed by the working group for discussion and recommendation and submitted to PC for decision to be added to the plan accordingly. Considerations to embrace the need to explore the use of static traffic cameras, and any possible environmental impact due to increased vehicle dwell times, in particular by diesel traffic.
- The reviewed TAG plan to be presented to the KCC by the PC via an appointed implementation team.

MFH

2/07/2018