

ALKHAM PARISH COUNCIL

ANNUAL GENERAL MEETING

MONDAY 8<sup>th</sup> MAY 2017 - AGENDA

7.00pm PRIOR TO THE START OF THE MAIN MEETING:

Planning to discuss:

**DOV/17/00394 Certificate of Lawfulness (existing) for the continued use of a mobile home for residential purposes and the stationing of shipping containers for storage purposes**

Spring Meadow Alkham valley Road, Drellingore

The Council would like further investigations into previous comments and outcomes.

**Outcome of previous planning applications/queries**

**DOV16/0439** Lower Standen Pumping Station, Lower Standen, Alkham Valley Road, Alkham  
Permission Granted - *Variation of Condition 2 of planning permission DOV/13/00606 (erection of single storey building for new pumping station; potable water storage tank; GRP electrical transformer kiosk; surge vessel; hardstanding; alterations to access; temporary site compound and temporary access for construction traffic) to allow changes to approved plans (application under Section 73)*

**DOV17/01198** 1 Catherine Cottages, Alkham Valley Road, Alkham, CT15 7BX  
Permission Granted for Erection of a two storey side extension

**DOV17/ 00154** 5 Meadow Hill Cottages, Hogbrook Hill Lane, Alkham, CT15 7AR  
Permission Granted for Erection of a rear conservatory extension

**1. Venue:**

Alkham Village Hall at 7:30pm

**2. Present:**

Parish Councillors: Neil Burrows, Den Barnard, Fiona MacAskill, Susan Lees, Anthony Barrier and Geoff Hillier.

Clerk: Janice Lambert

Members of Public: 30

District Councillors: Pauline Beresford

County Councillor: Geoff Lymer

**3. Apologies:**

Parish Councillors: Ruth Marczin-Bundy

District Councillors: Nick Dixon

**4. Annual Business**

**4.1 Election of Chairman**

Cllr Neil Burrows was nominated by Cllr Anthony Barrier and seconded by Cllr Fiona MacAskill. All Councillors were in favour. There were no other nominations

**4.2 Election of Vice Chairman**

Cllr Den Barnard was nominated by Cllr Hillier and seconded by Cllr Fiona MacAskill. All Councillors were in favour. There were no other nominations.

**4.3 Other Offices**

**4.3.1 Parish Emergencies**

Cllr Neil Burrows and Cllr Den Barnard

**4.3.2 Highways**

Cllr Hillier & Cllr Susan Lees

**4.3.3 PROW**

Cllr Anthony Barrier

**4.3.4 MOD**

The Parish Council agreed to leave this empty and to fill it if the need arises.

**4.3.5 KALC**

Cllr Geoff Hillier, Cllr Fiona MacAskill, Cllr MacAskill suggested Cllr Ruth

Marczin-Bundy be approached for her interest. Cllr MacAskill agreed to speak with Cllr Marczin-Bundy.

Cllr Anthony Barrier

The Parish Council agreed to leave this empty and to fill it if the need arises.

#### **4.3.6 Environment**

#### **4.3.7 Neighbourhood Forum Representative**

### **4.4 Parish Deeds**

Documents relating to Chalksole Green, Vicarage Meadow and the grass verge (part of) fronting Newlyns Meadow and the Alkham Valley Road were made available for anyone to view.

### **4.5 Review of Hire Charges for Vicarage Meadow**

The hire charge arrangements remain unchanged where each enquiry will be costed on its own merits. The Alkham Cricket Club does not plan to use the meadow this season.

### **4.6 Review of Annual Subscriptions**

The Parish Council agreed to renew the annual subscription to KALC.

## **5. Minutes:**

The minutes AGM held 9<sup>th</sup> May 2016 and minutes from regular meeting held on 6th March 2017 were received, approved and signed as correct records.

## **6. Matters Arising:**

### **6.1 Pimlico Way/Bull Run**

An update has been received from Andrew Hutchinson advising that repairs to the Bull Run will commence imminently and then this byway can then be reopened. There is a discrepancy with what is on the maps and what PROW think is the official path for Pimlico Way. Cllr Burrows advised that old documents are being reviewed to indicate to KCC where the true route should be. KCC will only take responsibility for what they believe to be the official route.

### **6.2 Drainage Update**

Cllr Barnard advised that the brick work at Short Lane has now been done. It has not been done with bricks but with cement filled sacks. The old brick work that had fallen into the ditch has been removed. Cllr Barnard advised that he has not been pressurising KCC to clean the The Megget Lane culvert, as he is waiting on new owners to garden centre to settle in before asking to do some work on their ditch. Cllr Barrier asked if the owners of the garden centre will do the work and Cllr Barnard advised that he has yet to get into any detail about this. Cllr Barnard advised that the blockage in the drain outside the Alkham Vineyard is on his list and he will follow this up. Chalksole Farm drain is on the database for cleaning and Cllr Barnard will keep behind this until it is done. Cllr Barnard has approached the Dover and Thanet Flood Coordinator in connection with Lower Evenden Lane and will also keep on top of this. Cllr Barnard will check on the Wolverton Wood drain too. Cllr Barnard has received an offer to clear Short Lane ditch of debris and will update us at the next meeting.

### **6.3 Wolverton Woods**

The Clerk advised that the current temporary TPO is due to expire in June 2017 and that it will be replaced by a permanent TPO. An order to reinstate the woods to their previous state will not take place as all that is required is that no further changes are made from the date at which the temporary TPO was put in place.

### **6.4 Village Entrance Gates**

It was reported to the meeting that a company called Walkers have provided a quotation to supply and fit village entrance gates, supply a new sign at South Alkham, replacement road markings and the necessary traffic management required. The quotation was just under £6,000. Cllr Barnard made a suggestion that we do nothing further at the moment but in a couple of years we make our own arrangements to install the gates, without informing KCC which will be a fraction of the cost. Cllr MacAskill asked whether a breakdown of the

quotation was available and The Clerk advised the meeting of the various figures involved. Cllr Burrows suggested we keep our options open and continue to look for other options as the provided quotation is unacceptable. The Clerk noted that West Hougham had their village gates installed under a KCC scheme.

#### **6.5 Parish Plan: Questionnaire**

The Clerk advised that other parishes have been contacted to get advice. The results were that we as a parish need to decide what the issues are before going forward with any questionnaire.

#### **6.6 Change of Clerk Details – HSBC**

A letter of authorisation was presented to the meeting for signing to approve a change in the details of The Clerk with HSBC. Three signatories signed the letter.

### **7. Correspondence:**

#### **7.1 Possible East Kent Merger**

The Clerk read out letter clarifying the current position with the possible East Kent Merger. Cllr Burrows noted that maybe DCC Pauline Beresford could comment on this later in the meeting.

#### **7.2 BT Removal of Telephone Kiosks**

It was confirmed by The Clerk that the equipment in the telephone kiosk has been removed and that removal of the box will follow but no timescales for this are available.

### **8. Delegates Reports**

**District Councillor Pauline Beresford** confirmed that the merger vote took place, however Shepway declined to have their vote as they had heard that Dover and Thanet had passed a yes vote. Canterbury withdrew at the last minute. Talks are continuing but due to the recent Election no further information is available. It was advised that the Land Allocation Document is currently being reviewed. Each Parish Council will be invited to discuss parts of land they wish to be considered in the document.

#### **County Councillor Geoff Lymer**

Nothing to report.

Cllr Hillier reported that he had attended a Speed Watch AGM. He advised the meeting of statistics reported at the AGM which included how many speed groups there are in Kent and the amount of hours spent on Speed Watch schemes. Speed watch warning signs will soon be available.

### **9. Updates on Alkham Valley Traffic Concerns**

Cllr Hillier advised that the current speed watch team which was established at the end of 2017, is made up of 11 members and that he would like this to increase to 15 members. Speed watch sessions are carried out a random times over the month, in order to record vehicles that are exceeding the national recommended speed thresholds. Cllr Hillier gave some statistics on the results of their sessions since December 2016. It was noted that the Alkham Traffic Group would like surveys done to get accurate figures, as their speed watch sessions do not always give true figures as vehicles naturally slow when they see someone in a high viz jacket. Cllr Hillier gave a presentation showing the results from the recent questionnaire on the traffic concerns of villagers. Cllr Hillier asked for a resolution from the Parish Council to proceed with the surveys, before and after the variable speed limit is introduced on the A20. Cllr Hillier reported that KCC will not pay for the surveys. Cllr Hillier advised that the ATG are in a position to instruct a company to carry out the 1<sup>st</sup> set of surveys at a cost of £490 + VAT. A request was made to the Parish Council, for them to contribute to the cost of the surveys required. Once the 2<sup>nd</sup> set of surveys have taken place Cllr Hillier advised the TAG will be in a position to put forward for comment, by the parishioners, suggestions on traffic calming measures for the village.

### **10. Interval**

A member of the public asked about the comments that were noted on the questionnaires. Cllr Hillier noted that it was not possible to list out all the comments, but he was sure that a summary of comments for each question would be able to be distributed.

A member of the public also commented that the Alkham Valley Road is used as a cut through and that it does not matter what happens on the A20.

A member of the public asked about when action would be taken regarding the Parish Questionnaire/Parish Plan. A general discussion took place on the subject.

Another member of the public advised the meeting that information on the Parish Plan had previously been supplied to Cllr Hillier and Cllr Barnard. Cllr Barnard advised the meeting that he had spoken to

4 different Parish Councils of a similar size to Alkham. 3 of which had given up and only 1 had taken it up as the costs involved are very high. Cllr Barnard would like to do a questionnaire on the issues in the village to create an Alkham Parish Council Strategy Plan. **An action was given to Cllr Hillier & Cllr Barnard to investigate and report findings in time for the next meeting.**

A member of the public questioned the fact there are two websites and it can be confusing. A general discussion took place about the websites.

A member of the public suggested an action plan be put with the minutes, showing actions and timelines.

A general discussion took place about the costs of the traffic surveys mentioned in item 9. Cllr Hillier confirmed that the cost of 2 surveys, 1 at each end of the village would be £490.00 + VAT. Cllr Hillier noted that there are donations available of £200.00 from 1 source and £100 from another. Cllr Burrows therefore confirmed that we are short of £190.00 to complete the 1<sup>st</sup> set of surveys. Cllr Burrows questioned what the total figure for all the surveys required would be and Cllr Hillier confirmed that for four surveys, 2 before the end of May and 2 in September, the total cost would be £980.00 + VAT. Cllr Barnard put a proposal forward for the Parish Council to pay for the surveys in full but noted that we are not guaranteed to have any results from the money spent. Cllr Macaskill put a proposal forward for the Parish Council to fund the shortfall for the 1<sup>st</sup> surveys, then for the TAG to continue to look for funding for the 2<sup>nd</sup> surveys, if funding cannot be found then the Parish Council should fund the 2<sup>nd</sup> surveys too. A decision was made by the Parish Council to fund the shortfall of the 1<sup>st</sup> surveys and if after extensive attempts to find funding for the 2<sup>nd</sup> set of surveys, nothing is available, the Parish Council will also fund the 2<sup>nd</sup> set of surveys.

## 11. Finances

The Parish Council resolved to pay the following:

**11.1** Invoices from Harmer Landscapes for £148.80 (March) & £148.80 (April) 2017.

**11.2** Clerks salary and expenses for March and April 2017 of £403.78 & £127.24

**11.3** KALC membership renewal of £298.90 for year 2016/17

**11.4** Annual Audit for 2016/17 requires signing (Chairperson & Clerk).

The Annual Governance Statement for the annual audit 2016/17 was agreed by all Councillors and signed by Janice Lambert (RFO) and Cllr Neil Burrows (Chairman). The Annual Audit was approved by resolution and signed by Janice Lambert (RFO) and Cllr Neil Burrows (Chairman).

**11.5** Clerks Conference 2017 for £72.00

## 12. Any Other Business

Cllr Barnard noted that there has been comments on various crime in the village over the last few months. A member of the public noted that they had been burgled very recently in South Alkham.

Cllr Barnard advised the meeting that Brian Wimsett has updated the book previously written by Cllr Susan Lees, now with a glossy cover. Anyone who has a previous copy can exchange their version for the new one at no extra cost. Cllr Barnard thanked Brian Wimsett for all he has done on the book and all his time on the monthly newsletters.

Cllr Barnard noted that it is not possible to put a traffic mirror anywhere at the bottom of Slip Lane.

## 13. Date of next meeting

Date of next meeting is Monday 3<sup>rd</sup> July 2017, at 7:30pm

The meeting closed at 9:00pm

Signed: Chairman .....

Date .....