

Alkham Parish Council

Minutes of Meeting Monday 2nd September 2019

7.00pm PRIOR TO THE START OF THE MAIN MEETING:

PLANNING :

1. **To table planning applications received for consideration**
 - 1.1 *19/00753 Woodland East of Wolverton Cottages Alkham Valley Road*
Retrospective application for the formation of a vehicular access, erection of fencing and gates. **APC No Objection. Request that the Case Office considers the adequacy of the existing entrance and the additional provision of suitable drainage on the site.**
 2. **To table planning applications dealt with since last meeting**

There were none
 3. **To table decisions by the Planning Authority since the last meeting.**

Noted

 - 3.1 *19/00777 Alkham Valley Garden Centre Alkham Valley Road*
Erection of a single storey side extension **(DDC Approved)**
 - 3.2 *19/00747 2 Wolverton Cottages Alkham Valley Road*
Erection of a single storey side and rear extension, 2no.windows to first floor side elevation, and raised patio with balustrade and boundary fence **(DDC Approved)**
 - 3.3 *19/00623 The Cottage Great Everden Farm Lockering Lane*
Conversion of outbuilding to include insertion of 1st floor; 2no. rooflights and replacement of all existing windows and doors **(DDC Approved)**
 - 3.4 *7 Newlyns Meadow Alkham*
Erection of a single storey rear extension **(DDC Approved)**
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Main Meeting:

1. **Venue:**

Alkham Village Hall 7.30 pm
2. **Present:**

Councillors	N Burrows; A Barrier; R Marczin-Bundy; D Beaney; M Hibbert; T Prince
Clerk	I Bowie
District Councillor	Not Present
County Councillor	G Lymer
Members of the Public	9
3. **Apologies and absences:**

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.

4. To Receive Declarations of Interest and Dispensations:

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.

To consider any Dispensation requests received by the Parish Clerk and not previously considered. There were none

5. Consideration of items to be taken in private because of the disclosure of exempt information: There were none

Minutes of the Parish Council Meeting:

6. To consider the minutes and if in order sign as a true record

6.1 Minutes of Parish Council Meeting 24th June 2019

The minutes of the meeting were circulated to all councillors prior to the meeting for them to be reviewed. Cllr Barrier proposed that the minutes be accepted as a true account of the meeting and this was seconded by Cllr Prince.

Resolved: Councillors agreed that minutes were an accurate record of the meeting and were signed by Cllr Burrows

7. Matters arising from the minutes: (not included in other agenda items)

7.1 Parish Defibrillator Ongoing

7.2 Waste Bin Provision for Village Green and Woolverton Hill- Clerk to establish which days the bins are emptied.

7.3 HGV Signage - Cllr Lymer reported that the Unsuitable for HGV signs had been ordered and would be on a works schedule. He reported that this may take 3-4 months.

7.4 Cricket Pavilion and Hire of the Village Green

It was AGREED to defer this item to the November meeting.

8. Lorry Watch

Appendix A

Cllr Hibbert agreed supply a copy of the Lorry Watch Risk assessment to the Clerk . Members will consider the risk assessment and the PC insurers comments (if any) at the November meeting.

Resolved: The PC will support the formation of the Alkham Lorry Watch, subject to the acceptance of the risk assessment.

Proposed by Cllr Marczin-Bundy, seconded by Cllr Beaney.

(Vote - 5 For : 1 Abstention)

9. Christmas Tree Lighting and Electrics

Cllr Prince reported that the committee were to carry out the appropriate PAT testing on the electrical supply box.

10. Correspondence:

10.1 To table items of late correspondence

10.2 Items circulated for information

10.2.1 KCC Highways and Transportation message to Parish and Town Councils about Working better Together

10.2.2 The Kent Country Show 2019 25-26 August

10.2.3 NALC CEO Bulletin's

10.2.4 Rural Services Bulletin

10.2.5 The Kent Country Show 2019 25-26 August

10.2.5 Dynamic Councillor Event - Kent Fire and Rescue Road Safety Experience

- 10.2.6 Local Plan Topic Papers and Presentation for Town and Parish Council Meeting on the 25 July 2019
- 10.2.7 Local Government Brexit Bulletin 22 August
- 10.3 Items acted on
 - 10.3.1 Alkham Valley Parish Slow Worm Watch
 - 10.3.2 Tree felling Woolverton Woods
- 10.4 Items for discussion
 - 10.4.1 Dover District Council Community Grant Scheme 2019/20
 - 10.4.2 KCC Community Transport Grant Scheme 2019-20
 - 10.4.3 KALC Finance and Transportation Conference 12th and 26th October
 - 10.4.4 Dynamic Cllr Event Frindsbury Extra
 - 10.4.5 Local Government Brexit Bulletin 22 August

All items of correspondence were noted.

11. Reports:

- 11.1 Kent County Councillor Cllr Lymer gave his report. Cllr Lymer
- 11.2 District Councillor Cllr Rose
- 11.3 Byways Update Cllr Barrier gave his report. It was reported that the TRO for Bull Run and Pimlico Way had not been renewed.
- 11.4 Parish Plan Presentation D Barnard Mr Barnard gave his report and presentation. The Chairman thanked Mr Barnard and the Parish Plan Team for their work. **It was AGREED that a copy of the presentation and the report summary would be posted on the PC website.**
- 11.5 Drainage / Flood Wardens Report (Appendix A) Cllr Hibbert Cllr Hibbert gave his report
- 11.6 TIG update and Highways Improvement Plan (HIP) (Appendix A) Cllr Hibbert Cllr Hibbert gave his report
- 11.7 Thanet Transport Update Cllr Marczin-Bundy Cllr Marczin- Bundy gave her report. It was reported that a week's notice was preferred to ensure a booking. Very few Alkham residents had used or registered for the service. Cllr Marczin-Bundy to advertise the service in the Alkham Newsletter.
- 11.8 Ewell Minnis Cllr Beaney Cllr Beaney reported that overgrown hedgerows were causing difficulties for residents.
- 11.9 Chalksole Green Cllr Prince It was AGREED that Cllr Prince would ask residents for their ideas re Chalksole Green via the Newsletter. It was AGREED that quotes would be obtained to clear the brambles. Proposed by Cllr Beaney, seconded by Cllr Prince and agreed by all.
- 11.10 Community Liaison Cllr Beaney Cllr Beaney reported that a meeting of local Parishes would be arranged.

12. Public Participation and Comment: The meeting will be adjourned, and the minute book will be closed.

Meetings of the Parish Council are not public meetings, but members of the public have a statutory right to attend meetings of the council as observers. They have no legal right to speak unless the Parish Council Chairman authorises them to do so. Members of the public may not take part in the Parish Council meeting itself.

13. Finances:

- 13.1 Update of account for 2019/20 including payments received

- The financial report was noted.
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| 13.2 | Accounts paid to be ratified | |
| 13.2.1 | Harmer and Sons Invoice 15651 | £ 158.40 |
| 13.2.2 | Harmer and Sons Invoice 15364 | £ 158.40 |
| 13.2.3 | Larry Lambourne Parish Maintenance | £ 65.01 |
| 13.3 | Accounts for payment | |
| 13.3.1 | Clerk Salary August/September 2019 | £ 853.38 |
| 13.4 | Payment requests to be discussed for approval and payment | |
| 13.3.2 | HMRC PAYE | £ 118.00 |
- All payments proposed by Cllr Beaney , seconded by Cllr Burrows and agreed by all.
- 14. Policy Review**
- 14.1 NALC Model Financial Regulations 2019
It was AGREED that this would be deferred to the November meeting.
- 15. Agenda Items for next meeting:**
Parking outside The Marquis.
- 16. Dates of Future Meetings:**
4th November; 2nd December

The meeting closed at 9:45 pm

Signed : *Neil Burrows* Chairman

Date: 4th November 2019

Appendix A:

8. Alkham Valley Lorry Watch.

10th July 2019

Group Objectives.

- 1. To contribute to the reduction of HGV vehicles using the Alkham Valley Road as a short cut between the M20 /A20 and Dover.**
- 2. To comply with the requirements and guidelines set out by KCC Freight Team.**
- 3. To comply with the requirements set out by the Parish Council and their Insurers, namely:**
 - The Alkham Parish Council will manage the scheme locally and will be responsible overall for its delivery.
 - The members of the Lorry Watch will operate provisionally as a working party within the Parish Council and report back to the Parish Council any recommendations for resolution.
 - On agreeing acceptance for any activity involving the use of volunteers and councillors, and for any of their duties, members will be insured automatically as an employee of the Parish Council under sections of the council insurers policy.
 - All volunteers must be deemed competent to carry out the tasks expected and outlined in the Lorry Watch scheme.
 - A list of competent volunteers must be made and forwarded to the Parish Council.
 - A suitable and appropriate risk assessment must be carried out before any work commences and kept on file.
- 4. To gather intelligence about HGV activity within the Parish and along the length of the Alkham Valley Road.**
 - a. Work closely with the KCC Freight Team.
 - b. Collect data by occasional surveys of traffic using the Alkham Valley Road.
 - c. Act as a reporting hub for Parish residents who identify inappropriate use of HGV's on the smaller lanes within the Parish.
 - d. Record reported incidents of HGV's becoming stuck due to inappropriate GPS direction finding equipment.
 - e. Record reported use of the roads by vehicles unable to pass under River railway bridge.
 - f. Record reported use of the road by HGV's overnight parking.
 - g. Coordinate with River Speedwatch.
 - h. Pass all gathered information to the KCC Freight Team, copies to the Parish Council.
 - i. Work with the Alkham Valley Speedwatch Team.
- 5. In co-ordination with Kent Freight, place permanent "Lorry Watch", signage along the Alkham Valley Road, this is known to act as a deterrent for some HGV's**

- 6. Deliver an annual assessment, or as may be directed by the PC, of HGV activity within the Parish to the Parish Council.**
- 7. Work with Kent Freight to improve Road Safety within the Parish** through reduction in HGV's using the Parish as a regular through Freight Route and diversion of vehicles back onto the recommended freight routes through Kent. (Note the Alkham Valley Road can legally be used by HGV's, but it is not a recommended Freight route on the KCC definitive Freight routes map.)
- 8. Obtain and analyse data from the permanent traffic monitoring system fitted into the Alkham Valley Road via KCC Freight.**
- 9. Recruit a target group of 12 volunteers to support reporting of HGV activity throughout the Parish.**
10. The working party will be initially organised by Glyn Jones and Steve Edwards, with future structure and direction determined by all active members of Alkham Lorry Watch at a meeting to be held annually each January, outcome recommendations being reported back to the Parish Council as a meeting agenda item for resolution.

Authors. Glyn Jones & Cllr Martin Hibbert

11.5 Drainage / Flood Wardens Report

- Alkham Drainage Work Progress Updates – Sept 2019
Latest work updates for submitted Alkham drainage fault reports to Kent Highways drainage department are as follows:
- 376176 - Hogbrook sump – pleased to report all work completed. Sump, culverts and feeder drainage cleaned and jetted out. Creation of a larger sump footprint with new fencing and external metal post warning signage erected. Sump will act as silt collection point, collected water will overflow berm and free flow down village green. Request made for regular sump inspection and maintenance, at least annually.
- 373611 – Meggett Lane – road culvert and silt trap. Work still to be completed. Resident landowner liaising directly with Ian Day to arrange suitable and appropriate work programme to complete the job. May require road closer for one day. To be advised on arrangements made.
- 412439 – Little Everden Road – KCC Highways Ian Day reports that plans are moving forward with the installation of a soakaway. Although road closed for this work to take place in mid August, it would seem that work may not have been completed or started. Request made to Ian Day for updates.
- Regarding KCC Highways riparian ownership/responsibilities for ditch along the Alkham Valley Road. Still awaiting more detailed feedback information.
- Initial observations made on the sump function following work done showed all working as required during recent heavy rainfall. Monitoring will continue.

- To aid overspill water flow from the sump down the VG ditch it is proposed that the ditch is cleaned along its entire length late Autumn.

Martin Hibbert Flood Warden 1/09/19
Traffic Implementation Group (TIG) Report – September 2019

11.6

Following on from the TIG Team last update report to council, outlining the lack of response from DDC and KCC Head of Service, and therefore seeking support and help from our new ward DDC councillor, we still find ourselves in the unfortunate position of having no response from all contacted parties so far.

Given the current situation, the TIG team have been actively exploring ways, and a different approach, to bring about delivery of Alkham residents traffic priorities outlined in the Traffic Action Group report (TAG).

The TIG team are in the process of developing a highways improvement plan (HIP), an approach to seek NEW changes to the highway in Alkham and along the Alkham Valley Road, referencing our published TAG report to help support submitted requests.

Kelly Garrett, Senior Project Manager, KCC Highways for DDC is our lead contact for this county wide initiative, and the PC clerk is arranging meetings to allow us to present our HIP on completion.

In parallel to this approach, because the HIP relates to new highway improvement requests, Councillor Geoff Lymer, has been contacted for his help to ensure that Alkham/Alkham Valley Road is included on the KCC Road and Footway Asset Team Interim Programme 2019/2020 (RaFAT). This programme details a comprehensive work programme covering refurbishment of several in situ highways traffic calming measures, signage and road surfaces. The TIG team believes that if Alkham/Alkham Valley Road can get established status on this interim and ongoing be RaFAT programme it will be beneficial in getting the highway refurbished, and back to its original standard. This will help to allow a more effective and relevant HIP to take place, going forward.

TIG Team

MFH

1/09/2019