



**Alkham Parish Council**  
**Minutes of the Parish Council Meeting held on Monday, 23<sup>rd</sup> June 2025**  
**at 7:30 pm in Arkham Village Hall**

Present: Alkham Parish Councillors: D Barnard (Chairman), G Kaile, T Johns, M Libaert, P Tapsell (Vice Chairman), C Webber.  
In Attendance: Members of the Public .Irene Bowie – Parish Clerk

**Minutes**

**1. Apologies.**

- 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 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.  
RESOLVED to accept the apologies and the reasons given from Councillors Edwards.
- 1.2 Declaration of Changes to the Register of Interests.  
*Councillors are responsible for ensuring that their Register of Interests is up to date (within 28 days of any changes).* 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.  
*Reminder to Members to disclose either a Pecuniary Interest or Other Interest in any item on the agenda. The clerk cannot advise members on this, and members are personally responsible for declaring an interest*  
There were none.
- 1.4 Requests for Dispensations. There were none.
- 1.5 Declarations of Lobbying. There were none.

**2. 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.

**3. Reports from external parties.**

**KCC Councillor King.** He stated that he aimed to carry out as many surgeries as possible when available and to support local businesses. It was noted that he is the KCC cabinet member for "Economic Development and Coastal Regeneration."

**4. Minutes of the Parish Council Meeting**

**RESOLVED** that the minutes of the Parish Council Meeting held on the 12<sup>th</sup> of May 2025 be taken as read, confirmed as a correct record and signed by the Chairman.

**5. Planning:**

**5.1 To table planning applications received for consideration:**

- 5.1.6 **22/01165 Romany Acres Belsey Lane Ewell Minnis CT15 7DY**  
Siting of 5no. static caravans for residential use (part retrospective)  
**APC OBJECTION.**

**5.2 To Table and Validate Planning Applications, which have been dealt with since the last meeting.**

There were none.

**5.3 To table decisions by Dover District Council (DDC) since the last meeting.**

- 5.3.1 **LCON/24/00146/C The Old Rectory Slip Lane Alkham Dover Kent CT15 7DA**  
Discharge of condition 3f) 1:20 scale sections of the proposed new staircase its junction to and relationship with historic fabric pursuant to application 24/00146 Single storey rear extension (existing lean to, glazed porch, WC and part garden wall demolished). Internal works include Remove and insert new partitions, infill existing and form new internal openings on all levels. Remove fitted cupboard from first floor bed 3. Insert staircase to access 2nd floor & erect partitions to form bedroom & bathroom. External works include Replace 1no ground floor window with French doors to south west elevation. Insert 1no window and replace 2no windows to first floor northwest elevation. Insert 1no window to ground and 1no window to first floor northeast elevation.  
Condition Approved

- 5.3.2 TC/25/00041 The Old Rectory Slip Lane Alkham CT15 7DA  
Proposal T1 - Macrocarpa - fell to ground level; T2 - Sycamore - fell to ground level; T3 - Yew - reduce crown by up to 2.5 metres overall; T4 - Beech - reduce to approx 50% in height, retaining lower growth, all situated within a conservation area.  
Decision Raise No Objection
- 5.3.3 **25/00276 Little Garth Alkham Valley Road Alkham CT15 7BX**  
Erection of a first floor rear extension, rear ground floor window replaced with patio doors, and replacement windows  
Grant Planning Permission
- 5.3.4 **25/00134 Land East Side Of Short Lane Alkham Kent**  
Formation of a dropped kerb to allow temporary access for contractor vehicles  
Grant Planning Permission
- 5.3.5 **CON/24/01085/A Land East Side Of Short Lane Alkham Kent**  
Discharge of condition 6 (site levels), condition 10 (CEMP), condition 16 (Flood resistance and resilience), condition 17 (surface water drainage strat), condition 20 (Method statement ecology), condition 21 (Badger survey) pursuant to application 23/00546 Erection of 8 dwellings with associated access and landscaping  
Condition Approved

The DDC Planning Decisions were noted.

**5.4 To Table late planning matters:**

**25/00089 Installation of a petanque terrain and associated works**

Grant Planning Permission

**RESOLVED: That the Parish Council formally lodge a complaint with the DDC Planning Department in respect of the onerous and disproportionate conditions imposed upon the application.**

AGREED: The Clerk would follow up with the Diocese of Canterbury regarding the Petanque terrain.

**6. Finance:**

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

**RESOLVED: To authorise the payments on the schedule.**

<b>Irene Bowie</b>	Clark Salary	Confidential
<b>HMRC</b>	Jun-25	Confidential
<b>Ionos</b>	Emails	<b>47.40</b>
<b>Clear Councils</b>	Insurance 3 year Fixed Agreement	<b>744.30</b>
<b>Harmer</b>	Mowing The Green, Newlyns + Play Inspections	<b>307.20</b>

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

**RESOLVED: To authorise:**

Autospeedwatch £273.60

Bench Repairs : £ 53.47

- 6.3 To note receipts of Income. It was noted that the receipts of income since the last meeting were £47.88 Bank Interest.
- 6.4 To receive any late financial matters.  
There were none.

**7. To receive the Annual Governance and Accountability Return (AGAR) for the financial year ended 31<sup>st</sup> March 2025.**

- 7.1 Accounts for Approval

- 7.1.1 To receive the 2024/25 Accounts

**RESOLVED: To approve the 2024/25 accounts.**

- 7.1.2 To review the 2024/25 spend vs budget

**RESOLVED: To approve the 2024/25 spend vs budget report.**

- 7.1.3 To receive the Financial Report for 2024/25

**RESOLVED: To approve the Financial Report of 2024/25**

- 7.2 To receive and note the Annual Internal Audit Report  
**RESOLVED: The Annual Internal Audit Report was received and accepted.**  
RESOLVED: The AGAR for the year ending 31<sup>st</sup> March 2025 was accepted and approved.
- 7.3 To receive and approve the Annual Governance Statement (Section 1)  
**RESOLVED: The Chairman and the Clerk signed the Annual Governance Statement.**
- 7.4 To receive and approve the AGAR Accounting Statements (Section 2)  
**RESOLVED: That the Chairman and the Clerk signed the Accounting Statement.**
- 7.5 To receive and approve the AGAR for 2024/25  
**RESOLVED: The AGAR for the year ending 31<sup>st</sup> March 2025 was accepted and approved.**
- 7.6 To approve the Certificate of Exemption  
**RESOLVED: That the Certificate of Exemption was approved.**

**8. Annual Review of Parish Council Policies and Procedures.**

- 8.1 Standing Orders  
**RESOLVED: To adopt the policy subject to any comments being received by the Clerk no later than the 27<sup>th</sup> of June 2025**
- 8.2 Financial Regulations  
**RESOLVED: To adopt the policy subject to any comments being received by the Clerk no later than the 27<sup>th</sup> of June 2025**
- 8.3 AutoSpeed Watch Policy. Defer to a later meeting

**9. Parish Council Defibrillators**

- 9.1 To receive an update.  
AGREED:1. Signs would be ordered for the outside of the Telephone Box  
2. A second CPR/Defibrillator Training Course would be booked

**10. To receive Reports and agree on actions if appropriate.**

- 10.1 Chairman's Report. Included elsewhere.
- 10.2 KALC Area Meeting Alkham Parish Council Representative. No recent meeting.
- 10.3 Clerks Report (on matters not included in other agenda items). Included elsewhere.
- 10.4 Councillors Reports (on matters not included in other agenda items). Councillor Johns reported on the Play Ground Inspection Training Course he attended. He had updated the RoSPA report to note all the matters that had been actioned.  
**RESOLVED: To accept the report produced by Councillor Johns which would be sent to the RoSPA Inspector.**
- 10.6 Flood and Drainage Warden.  
It was reported that a working party would be organised to clear the ditch.
- 10.7 Footpath Warden. It was reported that a tree had fallen and would be reported to the PROW Team
- 10.8 Village Organisations. No reports.

**11. To receive reports and consider recommendations from the working groups.**

- 11.1 Highways Working Group.  
The Parish Council expressed its disappointment that the recent KCC HIP report had not provided any substantial options for slowing traffic or reducing traffic volumes and speed.  
**RESOLVED: that the Clerk write to KCC to request further consideration of effective traffic-calming measures.**  
AGREED: The parish council would contact the KCC Councillor and request that he would support the parish council objectives.
- 11.2 Communications and Community Involvement Working Group.
- 11.3 Parish Plan Evolution and Delivery Working Group
- 11.4 Green Spaces and Environment Working Group  
**AGREED:** The clerk would contact Harmers and request the height of the swing seats in the play area were raised.  
It was noted that no further tree work was required at the moment.

**12. To receive the Monthly Playground Inspection Report.**

Noted.

### **13. Correspondence:**

- 13.1 Funding for Disabled or Seriously Ill young adults.
- 13.2 Road Safety & Active Travel Group Newsletter
- 13.3 What's On in White Cliffs Country
- 13.4 Local Government Reorganisation - Transfer of Assets Training - for forwarding to all councillors and members of staff
- 13.5 LOCAL GOVERNMENT REORGANISATION SURVEY  
All correspondence was noticed.

### **14. Agenda Items for the next meeting:**

### **15. 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.

There were no matters to be discussed.

### **16. Meeting Dates for 2025**

**RESOLVED: The July meeting would be cancelled.**

**1<sup>st</sup> September, 6<sup>th</sup> October, 3<sup>rd</sup> November**

### **Councillor Standing Declarations of Interests.**

#### **CLlr Trevor Johns:**

Chairman of the Alkham Valley Society  
Member of the Alkham Community Speedwatch Team

#### **CLlr Catie Webber:**

Vice-Chairman of the Alkham Valley Society

#### **CLlr Paul Tapsell.**

Trustee of the Alkham Village Hall (Charity number: 255919)

#### **CLlr Steve Edwards.**

Member of the Alkham Valley Society Management Committee  
Member of the Alkham Community Speedwatch Team

*These minutes are not a verbatim record of the meeting but a record of resolutions made.*

*There being no further business to be transacted, the Chairman closed the meeting at 9:06 pm*

*Chairman: Please Print*

*Signed :*

*Date:*