

ALKHAM PARISH COUNCIL
ANNUAL GENERAL MEETING

MONDAY 14TH MAY 2017 - MINUTES

7.00pm PRIOR TO THE START OF THE MAIN MEETING:

Planning to discuss:

DOV/18/00287 Erection of a two storey side extension, single storey rear extension and first floor extension over garage (existing conservatory to be demolished)

Finsa, Slip Lane, Alkham, CT15 7DA

The Parish Council has no objection

DOV/18/00471 Replace existing thatched roof with tiles

Alkham Valley Garden Centre, Alkham Valley Road, Alkham, CT15 7EW

The Parish Council has no objection but would like to request they are Kent Peg tiles and are in keeping with the existing tiles.

1. Venue:

Alkham Village Hall at 7:30pm

2. Present:

Parish Councillors: Neil Burrows, Martin Hibbert, David Beaney, Ruth Marczin-Bundy, Anthony Barrier.

Clerk: Janice Lambert

Members of Public: 11

District Councillors: Pauline Beresford

3. Apologies:

Parish Councillors: Den Barnard, Geoff Hillier

District Councillors: Nick Dixon

County Councillor: Geoff Lymer

4. Annual Business

4.1 Election of Chairman

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

4.2 Election of Vice Chairman

Cllr Hibbert was nominated by Cllr Beaney and seconded by Cllr Barrier. Cllr Barnard was nominated by Cllr Marczin-Bundy, there was no seconder. All Councillors were in favour of Cllr Hibbert being elected as Vice Chairman.

4.3 Other Offices

4.3.1 Parish Emergencies

Cllr Neil Burrows and Cllr Martin Hibbert

4.3.2 Highways	Cllr Hillier & Cllr Barnard
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 Beaney, Cllr Ruth Marczin-Bundy
4.3.6 Environment	Cllr Anthony Barrier
4.3.7 Neighbourhood Forum Representative	Cllr Beaney, Cllr Hibbert

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. Cllr Hibbert suggested some advertising be done to promote interest. **It was requested that The Clerk look to see if any Terms of Hire are in existence.**

4.6 Review of Annual Subscriptions

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

5. Minutes:

The minutes AGM held 8th May 2017 and minutes from regular meeting held on 12th March 2018 were received, approved and signed as correct records.

6. Matters Arising:

6.1 Pimlico Way/Bull Run

The Clerk updated the meeting that Andrew Hutchinson has advised that the temporary closure will stay in place until its end in June. There will be a consultation board meeting in June and anyone will be able to attend. The Clerk will update as and when a date is confirmed.

Cllr Hibbert asked if the Council should change their views on what is wanted from Andrew Hutchinson. Cllr Burrows noted this is out for consultation and views have already been submitted. A general discussion took place. Cllr Burrows proposed we should wait until the consultation takes place. Cllr Hibbert abstained; all other Councillors were in favour. It was decided to wait until the consultation has taken place.

6.2 Drainage Update

Cllr Hibbert confirmed he has taken over as flood warden and thanked Cllr Barnard for his services. Cllr Hibbert noted he has inspected various areas and reported to KCC Highways about his findings. Cllr Hibbert highlighted the problems that occurred during the flash flooding on 30th April 2018. It was reported there was a lot of debris on the roads and KCC Highways have updated their online systems to show work is being programmed.

6.3 Play Equipment Inspections

The Clerk proposed that professional inspections of the play equipment take place each month. Cllr Beaney proposed that professional inspections should take place. Harmer Landscapes have provided a quotation for £25 per month + VAT. All were in favour of instruction Harmer Landscapes conducting monthly inspections.

6.4 Community Plan

Cllr Hibbert highlighted the revised costs required for the launch day. Cllr Hibbert advised a new budget of £710 including VAT for the launch day and presented this to the Councillors. Cllr Beaney reiterated why the launch day is required. Cllr Hibbert proposed that the funding is

provided for the launch day of £710 including VAT. Cllr Marczin-Bundy abstained but later during the meeting retracted her decision. All other Councillors were in favour.

6.5 Emergency Plan

Cllr Burrows confirmed that the list of useful contacts created is suitable for our requirements and made a proposal to go forward and use the list on our website and notice board. Cllr Hibbert abstained. All other Councillors in favour. It was requested by Cllr Burrows that the Clerk liaises with the Chairman of the Village Hall Committee to ascertain if the Committee would be happy for additional numbers, for Village Hall key holders, to be added to the Emergency list.

6.6 Notice Board Move

Cllr Barrier suggested it would be useful to arrange a site meeting to inspect where the best location for the notice board is. Cllr Burrows asked the Clerk to get another two estimates to check whether the current estimate is competitive for moving the noticeboard. The notice board by the village hall needs improvement in order to encourage people to look at it. Cllr Burrows requested the Clerk contact John Prince to inspect it and advise of the best way forward.

6.7 GDPR

The Clerk explained what GDPR is and the requirements. The Clerk advised that it has been advised that Councillors do not use their personal emails for Parish business. It would therefore be a requirement for new email addresses to be set up for each of the Councillors. This would cost around £250.00. Cllr Hibbert proposed the emails are set up at the costs indicated. All Councillors were in favour.

6.8 Transparency Code Funding

The Clerk updated the meeting that funding of £2,059.78 has been received, to help with the costs of complying with the Transparency Code requirements.

6.9 Traffic Follow Up Action – Traffic Implementation Group

Cllr Burrows noted that the questionnaire needs to be reviewed as a group. We will then need to bring KCC and other groups into dialogue. Cllr Hibbert was in agreement. Cllr Burrows suggested a scheme be put together before presenting to KCC. Cllr Burrow advised we will provide an update at the July meeting.

6.10 Binding of TAG Report

A general discussion took place. Cllr Beaney proposed that we should get some bound copies of the report done. All were in favour.

6.11 Costs & Approval to print copies of TAG Report

The Clerk advised that prices had been obtained from 3 companies for the printing and binding of 5 copies. Cllr Beaney proposed that we get 5 copies printed and bound by Sandgate Printers. All were in favour.

7. Correspondence:

7.1 Emails from members of the public

The emails were read out, a general discussion took place. The Clerk confirmed that no request has been made to KCC to open the byways. A simple enquiry had been made with Andrew Hutchinson to obtain an update on current process.

A member of the public enquired why his recent email had not been included as correspondence. The email was in respect of the sale of The Marquis, asking what the Parish Council would do to encourage and enable it to be a community pub. A suggestion was made as to whether it could be

looked into The Marquis being a community asset. District Cllr Beresford said she would pass some information on community assets over to the Clerk.

8. Delegates Reports

Cllr Hibbert advised that correspondence had been received regarding the lack of fast internet in areas of village. 11 houses have been identified and it was noted that they are connected to a different server. There are now plans in place to rectify the issues.

District Councillor Pauline Beresford noted the boundary changes, Cllr Burrows asked if there are any negatives with Alkham being with Capel & Hougham. A member of the public noted that they would like Alkham to be named specifically. Cllr Beresford advised this would request would be highlighted. Cllr Burrows asked the parishioners if they would have any objection to being part of Capel & Hougham. There were no objections however it would be preference to have Alkham in the name. KALC will be consulting with local Council to find out the best way to connect rural villages with public transport. East Kent Hospitals Trust have delayed decisions on A&E consultations until 2019. The 91 bus route will be changed from 3rd June 2018. If there are any potholes, it was requested they be reported to KCC as there is still a good amount of funding available.

9. Interval

A member of the public requested the Community Plan launch day should be held in August. Cllr Beaney confirmed that we are looking for it to held in early September. A member of the public noted the website is not working as expected with comments. The Clerk advised the meeting that there will be improvements made to the website over the next couple of months. A member of the public asked if Cllr Barrier supports the closure of the byways to 4x4 vehicles, a discussion followed which became intense. Under extreme pressure Cllr Barrier advised he did support the closure of the byways to 4x4 vehicles. A member of the public reiterated their concerns that The Marquis will be purchased and turned into flats.

10. Finances

The Parish Council resolved to pay the following:

- 10.1** Invoices from Harmer Landscapes for £48.00 (March) & £110.40 (April) 2018.
- 10.2** Clerks salary and expenses for March and April 2018 of £350.86
The Clerks salary was increased by 2% from April 2018.
- 10.3** KALC membership renewal of £302.38 for year 2018/19
- 10.4** The Annual Audit for 2017/18 was signed by the Chairman.
- 10.5** ICO Registration of £35

11. Any Other Business

Cllr Beaney would like the play area fenced off so it is safer, Cllr Barrier would like this to be looked at when we do the site visit to look at moving the village notice board. Cllr Burrows suggested asking if Cllr Lymer has and funding available for this. Cllr Beaney requested the green be cut more regularly at least fortnightly. Cllr Burrows asked The Clerk to contact Harmer Landscapes. Cllr Hibbert would like the dropped curbs be looked at again. The Clerk noted The Council need to be registered with the ICO. As this is a legal requirement the Councillors agreed to pay £35 per year by DD. The relevant DD mandate was signed.

12. Date of next meeting

Date of next meeting is Monday 2nd July 2018, at 7:30pm

The meeting closed at 9:30pm

Signed: Chairman Neil Burrows Date 3rd September