

ALKHAM PARISH COUNCIL

MINUTES – MONDAY 12TH MARCH 2018

7.00pm PRIOR TO THE START OF THE MAIN MEETING:

Planning Updates:

- KCC/DO/0339/2017 Wood recycling to produce biofuel together with ancillary power production**
Former KCC Waste Transfer Station, Fernfield Lane, Hawkinge, Kent, CT18 7AW
The above application for planning permission has been received in this department and falls to be determined by the County Planning Authority. Deadline for consultation was 09/01/18. Councillors were made aware of consultation and asked to comment.
- DOV/17/00674 Land at The Meadows (caravan site), Alkham Valley Road, Alkham, Dover, CT15 7EW**
Use of land as a Gypsy Traveller site for the siting of six additional residential caravans for gypsy occupation and the erection of a single storey day-room building (retrospective application)
Report circulated to Councillors, it recommends permission should be granted subject to conditions.
Clerk to check if they have attached to main drainage, also look back at the conditions previously raised. It may be necessary to have another meeting to discuss.
- DOV/17/00271 Halfacres, Short Lane, Alkham, CT15 7BZ**
Change of use of land for use as caravan site and the stationing of a mobile home, touring caravan and erection of day room (retrospective application)
Planning Permission Refused
- DOV/17/01423 Shortlands, Slip Lane, Alkham, CT15 7DA**
Erection of a rear infill extension, front porch canopy, part garage conversion to habitable room and new roof structure
Granted Permission
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MAIN MEETING:

- Venue:**
Alkham Village Hall at 7:30pm
- Present:**

Parish Councillors Alkham:	Neil Burrows, Den Barnard, Anthony Barrier, Ruth Marczin-Bundy, Geoff Hillier, Martin Hibbert
Parish Councillors Capel:	Keith Pilcher, Tony Lake, Jayne Stone
Parish Councillors Hougham:	Andrew Finnis, Dave Ash
Clerk Alkham:	Janice Lambert
Clerk Capel:	Maureen Leppard
Members of Public:	15
District Councillors:	Pauline Beresford
County Councillors	Geoff Lymer
- Apologies:**

Parish Councillors:	David Beaney
District Councillors:	Nick Dixon

4. To Receive Declarations of Interest and Dispensations

None

5. Regular Business

5.1 The minutes of the meeting held on Monday 8th January 2018 were received, approved and signed as correct records.

6. Matters Arising:

6.1 Presentation by Jayne Cribbens of Thanet Community Transport

Jayne gave an informative presentation about the services provided by Thanet Community Transport. The scheme was set up in 1999, Jayne joined in 2006. There is a membership fee of £20 per year for a single membership and £35 for an organisation membership. Further costs are then £3.50 per trip. Jayne left some leaflets and noted for more information people can visit www.transportinthanet.co.uk

Cllr Lymer thanked Jayne for her time.

6.2 Traffic Action Group – Questionnaire Results

Cllr Hillier gave an update on the results of the recent questionnaire and information on the suggested next steps. It was recommended that a new group called Traffic Implementation Group be set up with the terms of reference to negotiate the calming measures for Alkham with Highways. A member of the public asked if any communications with Highways have taken place, Cllr Hillier confirmed that this has not happened, as the Traffic Implementation Group need to liaise with the Emergency Services and County Councillors first. County Cllr Lymer thanked the Traffic Action Group for their hard work. He noted he might also be able to assist with the cost of the village gates in the next financial year. County Cllr Lymer also advised that the biggest cost when altering speed limits is the legal things.

6.3 Byways Update – Consultation Letter Received

This was discussed under the correspondence item 7.1

6.4 Parish Planning – Cllr Barnard & Cllr Hillier

Cllr Barnard advised that Cllr Hillier is standing down from the Steering Group. A general discussion took place. Cllr Barnard noted that the group would like to hold a launch day. Cllr Hillier raised a concern that the ‘launch event’ is very similar to the fete. Cllr Hibbert disagreed but did suggest the date could be flexible. Cllr Burrows asked whether sponsorship could be sought for the bands and other activities for the launch event. Cllr Hibbert noted that the cost of a Community Led Plan is around £4,000-£6,000. A member of the public suggested having a simpler affair focused more in the village hall. Cllr Burrows asked if the Councillors are happy to agree in principle to fund the launch event. Cllr Hillier noted his concerns of the costs involved. Cllr Hillier proposed the event is limited to an event within the village hall. Only Cllr Hillier was in favour. Cllr Barnard proposed for an agreement in principle for a budget request to be looked favourably when it is presented to the Parish Council. All councillors were in favour.

The Terms of Reference circulated ahead of the meeting were received & approved by all Councillors.

6.5 Major Incident Plan - Cllr Barnard

Cllr Barnard outlined the requirement for a major incident plan. A draft of this plan has been created by Cllr Hibbert. The Clerk noted that a meeting would need to be held to complete the plan in redness for it to be uploaded to the website.

6.6 Drainage update – Cllr Barnard & Cllr Hibbert

Cllr Barnard confirmed the issues with Little Everden Lane have been escalated higher within KCC. Cllr Barnard noted the letter received from the Village Hall Committee late in 2017, he confirmed he has discussed this further with the Village Hall Committee and there are still discussions that need to take place before a solution is reached. Cllr Hibbert confirmed a request has been put to KCC to clear the sump. Cllr Burrows requested that Cllr Hibbert ask KCC to attend a site visit to discuss the various drainage issues.

6.7 Village signs at Ewell Minnis – Cllr Beaney

As Cllr Beaney was not at the meeting, an update on this will be given at the next meeting

6.8 Confirmation of Guest Speaker for the Annual Parish meeting

The Clerk confirmed that John Keeble from the Folkestone National Coast would be giving a talk at the Annual Parish meeting.

6.9 Alkham website – Cllr Hibbert

Cllr Hibbert confirmed the launch of the new website took place at the end of January. He gave an update on the progress of the website and encouraged parishioners to subscribe to it. Cllr Hibbert publicly thanked Harlen for his input and requested that the Clerk prepares an official letter of thanks.

6.10 Review of Meeting Actions (Those not covered already)

The meeting actions were reviewed and updated where necessary.

7. Correspondence:

7.1 Consultation letter from Andrew Hutchinson regarding the byways

The Clerk confirmed that a consultation letter regarding the byways has been received from Andrew Hutchinson. The deadline for response is Friday 16th March 2018. Cllr Burrows asked for the Councillors to respond individually with their views. The Clerk was asked to provide a general Parish Council response too.

7.2 Electoral Review of Dover: Warding Arrangements

A general discussion took place, it was noted no comment is required

7.3 Harmer & Sons – Price increase for 2018 & Tender

The Clerk read out a letter from Harmer & Sons with slight increases in costs from last year. The Clerk confirmed that a tender had been raised for a 3 year contract for the landscaping work and the results were presented to the Councillors. Cllr Barnard proposed to award the contract to Harmer & Sons, this was seconded by Cllr Hibbert. All Councillors were in agreement to award the contract to Harmer & Sons.

7.4 Police Reported Incidents Email

An email was read out and a general discussion took place. A member of the public suggested that it might be useful to continue tracking similar incidents. Cllr Burrows noted the Parish Council are happy to receive this information.

7.5 Spring Clean 2018

An opportunity to take part in the Spring Clean 2018 was noted. Cllr Barrier agreed to arrange this.

8. Delegates Reports:

County Councillor Geoff Lymer reported that even though KCC have heavily subsidised Stagecoach services, it appears Stagecoach have cut a lot of the services, but are still asking for funding. KCC have been in negotiations with Stagecoach and have had some of the routes reinstated. He also noted that the issues at Little Everden lane still continue. He advised there are discussions taking place with the landowners to come to a solution going forward. It was also noted that the issues at Chalksole are caused by blocked sumps. Cllr Barnard noted there is no regular maintenance. County Cllr Lymer also noted that the issue with potholes is ongoing. Highways will be having a pothole blitz once the recent cold weather has dispersed.

9. Interval:

A member of the public suggested an option is given to have a Community Led Plan or a Neighbourhood Plan. Cllr Hibbert noted the Neighbourhood plan is more based around housing. Cllr Burrows noted he believes the decision to continue with a Community Led Plan has already been made. The suggested launch is based around a Community Led plan.

10. Finances:

The Parish Council resolved to pay the following:

- 6.1 Invoice from KALC for £72.00 for Dynamic Councillor attendance (Cllr Beaney)
- 6.2 Invoice from KALC for £108.00 for the Clerks attendance to GDPR & Transparency Conferences
- 6.3 Clerks salary and expenses of £704.49 for January & February 2018
- 6.4 Invoice from Village Hall Committee for £74.00 for village hall hire during 2017
- 6.5 Invoice from BT Payphones for sponsorship of kiosk (14/01/18-13/01/19) of £360.00
- 6.6 Invoice from Harmer & Sons for £219.60 for cutting of Hogbrook Lane & Chalksole hedges
- 6.7 Clerks extra hours in February 2018 for £190.08

11. Any Other Business

The Clerk noted the audit would shortly be taking place. A meeting needs to take place to discuss the budget.

12. Date of Next Meeting:

The date of the next meeting being the Annual Parish meeting is Monday 9th April 2018.

The meeting closed at 10.30pm.

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	Creation of Major Incident Plan	Cllr Barnard Cllr Hibbert	
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	
04/12/17	Speak with Cllr Barnard about the records at Sue Lees house	Cllr Hibbert	
04/12/17	Send link and password for Ordinance Survey trial to all Councillors	Cllr Hillier	Removed from list
04/12/17	Communicate with BT regarding green book at Ewell Minnis	Clerk	

Signed Neil Burrows (Chairman Alkham Parish Council)

Date 9th May 2018