



Alkham Parish Council SUMMONS

To All Members of the Parish Council in accordance with the requirements of the Local Government Act 1972, you are hereby summoned to attend a meeting **of Alkham Parish Council on**

Monday 13th April 2026 at 7.30 pm.

The meeting will be held in the Alkham Village Hall, Hogbrook Hill Lane, Alkham, Dover CT15 7QJ

Irene Bowie

Clerk to the Council

clerk@alkhamparishcouncil.org.uk

7th April 2026

NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public.

AGENDA

1. Apologies and Declarations.

- 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.
- 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).
- 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 respectively for 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
- 1.4 Requests for Dispensations.
- 1.5 Declarations of Lobbying.

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 (if present).

4. Minutes of the Parish Council Meeting

To resolve that the minutes of the Parish Council Meeting held on the 2nd March 2026 to 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:
- 5.2 To Table and Validate Planning Applications, which have been dealt with since the last meeting:
- 5.3 To table decisions by Dover District Council (DDC) since the last meeting.
- 5.4 To table late planning matters.

6. Finance:

- 6.1 To receive and authorise payments listed on the schedule (to be provided at the meeting)
- 6.2 Late Payment Request/s to be discussed for approval and payment.
- 6.3 To note receipts of Income.
- 6.4 To receive the bank reconciliation.
- 6.5 To receive actual vs budget
- 6.6 To receive any late financial matters.

7. To consider and review the AGAR Assertion 10 requirements.

- 7.1 IT Policy
- 7.2 Domain & Email Security.
- 7.3 To consider and resolve to purchase Parish Council-owned tablets for Councillors to use for official email and council business, to support compliance with Data Protection requirements.

8. To receive Reports and agree on actions if appropriate.

- 8.1 Chairman's Report
- 8.2 KALC Area Meeting Alkham Parish Council Representative.
- 8.3 Clerks Report (on matters not included in other agenda items).
- 8.4 Councillors Reports (on matters not included in other agenda items)
- 8.6 Flood and Drainage Warden
- 8.7 Footpath Warden
- 8.8 Village Organisations

9. To receive reports and consider recommendations from the working groups.

- 9.1 Highways Working Group.
- 9.2 Communications and Community Involvement Working Group
- 9.3 Parish Plan Evolution and Delivery Working Group
- 9.4 Green Spaces and Environment Working Group

10. To receive the Playground Inspection Reports.

11. Correspondence:

12. Agenda Items for the next meeting:

13. 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.

13.1 To consider quotations for Village Management and Playground Inspections.

14. Meeting Dates 2026.

11th May, 1st June, 6th July, 7th September, 5th October, 2nd November