

Alkham Parish Council

Minutes of Meeting Monday 13th May 2019

7.00pm PRIOR TO THE START OF THE MAIN MEETING:

PLANNING :

1. To table planning applications received for consideration

1.1 19/00315 Spring Meadow Alkham Valley Road Drellingore CT15 7EL

Erection of a detached dwelling (existing caravan to be removed)

APC Objection Vote 3:2

1.2 19/0032 Grooms Cottage and The Old Stables, Chalksole Manor Chalksole

Green Lane CT15 7EE

Change of use and conversion of two holiday lets to a single residential dwelling incorporating existing car park **APC No Objection**

1.3 19/00295 Hill View House Short Lane Alkham CT15 7BZ

Erection of single storey side extension **APC No Objection**

2. To table planning applications dealt with since last meeting

3. To table decisions by the Planning Authority since the last meeting

3.1 18/01035 The Marquis Alkham Valley Road Alkham CT15 7DF **Approved**

External works to include: Removal of paint to external elevations; Internal works to include: Insertion of ground floor fireplace, erection of glazed lobby & erection of stud partitions to ground floor; removal of existing & erection of new partitions, to form en-suites, creation of new openings. Reinstatement of concealed fireplaces. Insert flue. (Re Advertisement)

Main Meeting:

Present:

Councillors

Clerk

Members of the Public

District Councillor

County Councillor

Neil Burrows, Anthony Barrier, Ruth Marczin-Bundy,

David Beaney, Martin Hibbert, Tracey Prince

Irene Bowie

8

Jamie Rose

Geoff Lymer

1. Acceptance of Office by Elected Councillors:

All elected Councillors signed their Declaration of Acceptance of Office. The Chairman welcomed Cllr Prince and thanked retiring Councillors Hillier and Barnard for their many years of outstanding service to the Parish Council.

2. Election of a Chairman:

2.1 Election of a Chairman

It was proposed by Cllr Hibbert to elect Cllr Burrows as Chairman. This was seconded by Cllr Barrier and agreed by all present. Cllr Burrows accepted this role and took the Chair.

2.2 To receive the Chairman's Declaration of Acceptance of Office:
Cllr Burrows signed his Declaration of Acceptance of Office

3. Election of a Vice-Chairman:

It was proposed by Cllr Beaney to elect Cllr Hibbert as Vice Chairman, this was seconded by Cllr Barrier and agreed by all present.

4. Parish Councillor Vacancies – Co-option of Councillor:

There were no applications

5. 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.

Apologies were received from Cllr Marczin-Bundy

6. 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.

None declared.

7. Minutes of the Parish Council Meeting:

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

7.1 Minutes of Parish Council Meeting 4th March 2019

Proposed by Cllr Beaney and seconded by Cllr Barrier. All agreed. The Minutes were duly signed.

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

8.1 Cricket Pavilion

It was agreed that a meeting would be confirmed with Mr P Tapsell for Saturday 18th May to discuss options regarding the Cricket Pavilion. It was also agreed that the Clerk would establish the increase, if any, in insurance costs if the PC were to insure Cricket Pavilion.

8.2 Parish Defibrillator

Clerk to progress the British Heart Foundation Grant Application. It was agreed that the defibrillator would be located outside the Village Hall.

8.3 Waste Bin Provision for Village Green and Woolverton Hill

It was agreed that the Clerk would obtain costs from DDC for the installation and emptying of additional bins vs the cost of additional emptying of existing bins.

It was agreed that, if the costings were acceptable, an additional bin would be purchased and placed outside the Village Hall. Proposed by Cllr Hibbert and seconded by Cllr Beaney.

8.4 HGV Signage

Several residents had contacted the Clerk and the PC and had raised concerns regarding an unauthorised no entry sign at the top of Warren Lane. It was agreed that the Clerk would report this to Highways for removal.

Cllr Lymer to discuss the matter with Highways to try and establish an alternative route for HGV's.

9. Allocation of Responsibilities:

Parish Emergencies

Cllr Neil Burrows, Cllr Martin Hibbert & Cllr Prince

Highways/ Traffic Implementation Group PROW MOD	Cllr Hibbert and Cllr Beaney Cllr Anthony Barrier The Parish Council agreed to leave this empty and to fill it if the need arises. Cllr Prince
KALC	
Environment Thanet Community Transport Parish Plan	Cllr Anthony Barrier & Cllr Prince Cllr Marczin-Bundy Cllr Beaney, Cllr Hibbert & Cllr Prince
Ewell Minnis Chalksole Green	Cllr Beaney Cllr Beaney, Cllr Hibbert & Cllr Prince
Community Liaison	Cllr Beaney & Cllr Hibbert

10. Correspondence:

- 10.1 To table items of late correspondence
- 10.2 Items circulated for information
 - 10.2.1 Parish Bus Shelter Grant Application
 - 10.2.2 Geoff Lymer News Letter/s
 - 10.2.3 NALC CEO Bulletin's
 - 10.2.4 Rural Services Bulletin
 - 10.2.5 Air Ambulance Appeal
- 10.3 Items acted on
 - 10.3.1 District PCSO's Survey
- 10.4 Items for discussion

All items noted

11. Reports:

- 11.1 Kent County Councillor Cllr Lymer
Cllr Lymer gave his report (Appendix A)
Cllr Lymer gave a reported that there had been difficulties regarding the siting of the new bus stop. KCC had informed him that the location was not large enough. Cllr Lymer to follow up with KCC and the local landowner.
- 11.2 District Councillor Cllr Rose
Cllr Rose gave his report. He confirmed that he was a lead member of the Dover Sea Front Committee. The committees aim is to make Dover Harbour a more attractive place. It was agreed that Geoff Hillier would supply a copy of the TAG to Cllr Rose.
- 11.3 Byways Update Cllr Barrier
Cllr Barrier to contact Andrew Hutchinson to confirm the current situation with the byways closure.
- 11.4 Parish Plan Update D Barnard
Den Barnard gave his report. (Appendix A)
- 11.5 Drainage / Flood Wardens Report Cllr Hibbert
Cllr Hibbert gave his report (Appendix A)
- 11.6 TIG update Cllr Hibbert
Cllr Hibbert raised concerns that it had been a year since the TAG report was finalised and yet there had been no response from local authorities. Cllr Rose agreed to follow up.
- 11.7 Thanet Transport Update Cllr Marczin-Bundy
It was agreed that a reminder that the service was available would be sent to the Newsletter.
- 11.8 Ewell Minnis Cllr BeaneyCllr
Beaney reported that the hedges at the bottom of Woolverton Hill required cutting back and that this would be reported.

12. Public Participation and Comment:

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.

A member of the public raised concerns regarding the number and speed of HGV's on the Alkham Road and through the Village. It was agreed that the Clerk would establish the insurance position for the Parish Council regarding Lorry Watch.

- Concerns were raised regarding HGV's utilising Steep Hill
- The possibility of a one-way system. Cllr Lymer agreed to give feedback regarding a similar scheme in Barham
- A request for an additional layby/pull off on Chalky Hill. Cllr Lymer agreed to review this.

13. Finances:

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| 13.1 | Update of account for 2018/19 including payments received | |
| 13.2 | Accounts paid to be ratified | |
| 13.3 | Accounts for payment | |
| | 13.3.1 Clerk Salary April/May 2019 | £ 745.76 |
| | 13.3.2 Harmer and Sons Playground Inspection/Mowing March 2019 | £ 61.50 |
| | 13.3.3 KALC Annual Subscription | £ 302.38 |
| | 13.3.4 Came and Co Annual Insurance | £ 522.00 |
| | 13.3.5 Total Accounting Payroll Provision Annual Fee | £ 72.00 |
| 13.4 | Payment requests to be discussed for approval and payment | |
| | 13.4.1 Clerks Administration Expenses | £ 151.67 |
| | 13.4.2 Subscription to HP Instant Ink | |
| | The Clerk explained that savings of up to 70% could be made using the HP Instant Ink Service. It was agreed that the Clerk would subscribe to £7.99 per month which would provide 300 pages of print. The subscription could be cancelled at any time. | |
| | All payments proposed by Cllr Beaney, seconded by Cllr Hibbert. Resolved: Payments presented at this meeting to be paid and ratified. | |
| 13.5 | Clerks Salary Review | |
| | Details of the Clerks annual salary review, in line with the NALC and SLCC recommendations, was circulated to Cllr's. This item was deferred to the next meeting. | |
| 13.6 | Internal and external audit 2018/19 | |
| | It was agreed to defer this item to the next meeting. | |

14. Agenda Items for next meeting:

- The purchase of a key safe for Parish Emergencies
- Items for discussion to be forwarded to the Chairman by 15th June

15. Dates of Future Meetings:

24th June, 9th September, 4th November, 2nd December

There being no further business the Chairman closed the meeting at 9:42 pm

Signed: *Neil Burrows*

Date : 24th June 2019

Appendix A:

11.1 Cllr Lymer

Become travel savvy with unique bespoke travel safety training for Kent's young people

Young people in Kent can now prepare for their adventures abroad by signing up for unique travel safety training that is only available in a limited number of counties throughout the UK.

The Education People, a Kent County Council Local Authority Trading Company (LATCo), has teamed up with a former Metropolitan Police close protection officer to provide bespoke courses aimed at teenagers and young people planning to travel alone or with friends.

Duncan Johnston, director of Kent-based Worldlywise Ltd, will deliver the course and will cover topics including which items to pack, how to stay safe and healthy, and how to avoid becoming a victim of crime, as well as giving basic first aid training. The first course will take place in Maidstone, just before schools break up for the summer holidays and is being promoted using the hashtag #BeTravelSavvy.

The one-day course is designed to give youngsters the skills and knowledge necessary to travel the world safely and is not in any way intended to put them off embarking on a global adventure.

Mr Johnston, who worked for national security in Special Branch during his 30-year career in the police, said: "It's important to remember that the probability of something bad happening while you're away travelling is very low. However, there have been a number of stories in the news recently about holidaymakers, and young backpackers in particular, coming to harm while abroad. The world is probably no more dangerous today than it was when I was a teenager, but young people, and their parents, are more aware of the dangers now and are actively seeking advice on how they can stay safe while travelling."

"The 'Education People' has been fantastic in supporting us and working with us to get this course into schools so young people can benefit from it, and we're very excited for our first course in June.

"I would never want to put anyone off travelling, in fact I would encourage young people to travel as they are likely to have some fantastic experiences and a course like ours can equip them with information, advice and skills needed to keep them safe and healthy and allow them to get the most out of their trip, whether that's a few weeks in Europe or a year travelling all over the world."

Although some travel agents offer safety advice to customers travelling abroad, The Education People and Mr Johnston believe this course is unique as it is one of only a handful in the UK

aimed specifically at school leavers and young travellers. The bespoke course will also be tailored to offer advice specific to the destinations attendees plan to visit, which they will be asked to specify in advance. Parents/guardians are welcome to join their offspring in the afternoon for the first aid training and a short question and answer session but the majority of the session, which costs £100 for the full day, will be for young people only.

Mr Johnston added: "We want the young people to feel confident speaking to us and raising issues they may not feel comfortable speaking about in front of their parents or teachers. However, we appreciate parents will also have concerns and questions regarding their son or daughter travelling abroad without them; and everyone can benefit from some first aid training."

Mr Johnston has travelled all over the world throughout his career, including to Syria, Libya and Afghanistan. He has worked with Prime Ministers, Presidents and members of the Royal Family as well as accompanying journalists to warzones. He drew on his experience of developing risk mitigation courses, in conjunction with working with the military, Foreign Office and private sector security companies, for unarmed police officers and civilian police staff working overseas, adapting it for a younger audience travelling for pleasure.

James Roberts, CEO of The Education People, said: "We are delighted to be working with Duncan Johnston and Worldlywise Ltd to offer this course, which will allow Kent's young people to stay safe and healthy while travelling abroad. We would encourage families to register for this course sooner rather than later, particularly if their sons or daughters are planning on going away this summer, as we anticipate it proving popular."

The first travel safety course will take place at Invicta Grammar School in Maidstone from 10am to 4pm on Tuesday, June 25 and is open to young people from all schools. To request a booking form please email Victoria.Parker@theeducationpeople.org. Please DO NOT contact the school. Young people will gain a Highfield Awarding Body for Compliance (HABC) accreditation for attending the course.

The Education People and Mr Johnston can also offer travel safety training for teachers and school staff preparing to take pupils on trips abroad. To enquire about teacher training or having a course for young people at your venue email joanne.winkler@theeducationpeople.org

Geoffrey Lymer

Kent County Councillor

Dover West Ward

11.4 Den Barnard

Parish Plan Report 10/5/19

The parish plan questionnaire was distributed with the village newsletter in March with a deadline of 30th April for its return. About 260 were sent out and we received 210 replies from 120 households. 40 villagers have also put themselves forward for one or more of the volunteer categories.

All information received will only be used for the purpose of obtaining input to the final plan and will be destroyed as soon as the data has been entered into the spreadsheet. Villagers names and addresses were only required for the prize draw and will not be used in the analysis. It was agreed by the Planning Team that only Den and Irene Barnard will have seen

the completed questionnaires in order to do the data input. Data input will be completed by week ending 18th May and the team will then start the analysis and also will confirm the next steps in the project.

Parish Plan Team: Martin Hibbert, Dave Beaney, Tracey Prince, Rachel Fountain, Jo Walker, Steve Edwards, Glyn Jones, Den Barnard

11.5 Cllr Hibbert

Alkham Drainage Work Progress Updates – May 2019

Latest work updates for submitted Alkham drainage fault reports to Kent Highways drainage department are as follows:

- 376176 - Hogbrook sump – an outside contractor job has now been assigned, now awaiting acceptance of quotation. Area identified for temporary deposit of silt on section of car park. Area will be cordoned off and signed. Contractor has also completed a WAC (Waste Acceptance Criteria) test. Work to commence soon, but no specific confirmation date received so far.
 - 379509 - Wolverton Hill – three blocked drains. Work programmed and now reported completed.
 - 385302 - Short Lane-culvert headwalls still awaiting repair and removal of old sandbags that have become a potential hazard. Area inspected by Ian Day. Work programmed but no date given.
 - 373611 – Meggett Lane – road culvert and silt trap. Work programmed but contractor unable to complete job on attending site due to road needing to be closed. Job reported completed on KCC Highways fault report but chased with Ian Day to ensure job is completed.
 - 412439 – Little Everden Road – KCC Highways Ian Day has inspected area and will chase follow up action. Aware of previous communication on same issue from AVS.
 - Regarding Highways riparian ownership/responsibilities for ditch along the Alkham Valley Road. Initial enquiries made by Ian Day, awaiting more detailed feedback information.
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- ✓ On 8th April 2019, meeting with Ian Day (KCC Drainage and Structures Engineer) to discuss all outstanding works to enable him, in his new role, to focus on Alkham parish. Provided with Explore Kent maps detailing all faults and drainage within Parish. Ian assured that he will get all that we need done as soon as possible. A constructive and honest appraisal meeting.
 - ✓ On 17th April 2019, attended Village Green site with Annie Thurgarland, KCC Natural Flood Management, and nominated Contractor to construct new swale. Job completed to contract. Minor damage to pipe, repaired by contractor. Area later seeded with special hedgerow and wild flower product provided by the project. Work funded by KCC Highways. Annual maintenance to be responsibility of PC.

Martin Hibbert
Flood Warden

7/05/2019