



Alkham Parish Council

Minutes of the Parish Council Meeting held on Monday 3rd November 2025 at 7:30 pm in Alkham Village Hall

Present: Alkham Parish Councillors: D Barnard (Chairman), G Kaile, T Johns, P Tapsell (Vice Chairman)

In Attendance: Members of the Public, Irene Bowie – Parish Clerk

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 reason given by Councillor Webber.

Apologies were also received from DDC Cllr M Hibbert.

- 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 respectively for members and in accordance with the provisions of the Local Government Act 1972 respectively for officers. There were none.

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 (if present). There were no reports.

4. Minutes of the Parish Council Meeting

RESOLVED: that the minutes of the Parish Council Meeting held on the 6th of October 2025 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:

5.1.1 25/01050 Land At Capel West Hougham Kent

Scoping Opinion - Environmental Impact Assessment (HGV Parking Facility)

RESOLVED: To object to the application.

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

There were none.

It was noted that the Clerk had emailed a complaint to the Head of DDC Planning regarding the delaying in a decision on application BNG/25/00089/A, which had not been decided within the published time scale.

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

5.3.1 25/00999 Uplands Farm Meggett Lane Alkham CT15 7DG

Prior approval for the insertion of a private road and turning head

Decision Prior Approval Not Required (28 days)

5.3.2 CON/24/00605/B Drellingore Barns Stombers Lane Drellingore Kent CT18 7ER

Discharge of condition 5 (external materials) condition 17 (biodiversity enhancement) pursuant to application 24/00605 Change of use of and conversion of 2no. farm buildings to a dwelling and a residential annexe for ancillary use, respectively, change of use of granary to studio/store, change of use of land to residential curtilage, erection of a car barn, boundary wall/entrance gates, and associated car parking, solar panels to all roofs and nature pond (self-build)

Decision Condition Approved

- 5.4 To table late planning matters: There were none.

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.
- 6.2 Late Payment Request/s to be discussed for approval and payment. There were none.
- 6.3 To note receipts of Income. The clerk was unable to provide this information due to waiting for updated access to the inline bank account.
- 6.4 To receive the bank reconciliation. This was not available due to EasyPc being unavailable from the 26th of October and awaiting updated access to the online bank account.
- 6.5 To receive any late financial matters. There were none.
- 6.6 To consider the draft budget for 2026/27
AGREED: A 5% uplift on Operational Expenditure.
It was noted that spend was under budget because the expected highways costs had not yet occurred.

7. KALC Community Award Scheme 2026:

APC will participate only in years when there is an appropriate recipient.

Members will consider possible candidates and notify the Clerk at the January 2026 meeting if a candidate has been identified.

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

- 8.1 Chairman's Report.
The Chairman reported that he would be attending the a church meeting as the Arch Deacon would be visiting tomorrow.
There were still places available for a second defibrillator training course.
- 8.2 KALC Area Meeting Alkham Parish Council Representative.
- 8.3 Clerks Report (on matters not included in other agenda items). Matters included elsewhere.
- 8.4 Councillors Reports (on matters not included in other agenda items)
- 8.6 Flood and Drainage Warden. The clearing of the ditch was discussed.
- 8.7 Footpath Warden. No matters to be discussed.
- 8.8 Village Organisations. The Chair of the VHMC reported that

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

- 9.1 Highways Working Group.
- 9.2 **RESOLVED:**
 - 1. **The Parish Council agreed to install 40 mph toolkit signs on Parish Council land or on private land with the owner's permission.**
 - 2. **The Clerk would confirm with KCC Highways.**
 - 3. **The Clerk would have a meeting with KCC Highways regarding the Highways Improvement Plan**
- 9.3 Communications and Community Involvement Working Group
- 9.4 Parish Plan Evolution and Delivery Working Group
- 9.5 Green Spaces and Environment Working Group

10. To receive the Playground Inspection Reports. Noted.

11. Correspondence: Noted

- 11.1 Planning Enforcement Meeting - Presentation
- 11.2 CTS Scheme Town and Parish Consultation
- 11.3 KCC Highways - Help us create new walking and cycling itineraries for Kent
- 11.4 ANNUAL POLICING SURVEY 2025
- 11.5 DDC Planning and Development Newsletter

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 Enforcement Matters

14. To agree the meeting dates for 2026

January 12th, February 2nd, March 2nd, April 13th, May 11th, June 1st, July 6th, September 7th, October 5th
November 2nd

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

National rules about pecuniary interests are set out in Chapter 7 of the Localism Act 2011 and in secondary Legislation made under the Act, in particular The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012