

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 2nd September 2024 at 7pm**. 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

28th August 2024

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.

- 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.
- 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 in respect of officers.
- 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).

Kent County Councillor David Beaney, Dover District Councillor Martin Hibbert, Community Warden Jan Hendry.

4. Minutes of the Parish Council Meeting

To resolve that the minutes of the Parish Council Meeting held on 24th June 2024 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 24/00856 The Old Rectory Slip Lane Alkham CT15 7DA
Proposed widening of the existing access, re-use of the existing gate and re-positioning and re-construction of existing masonry walling and piers at the entrance to The Old Rectory, Alkham. Incorporating new pedestrian gate.
<https://publicaccess.dover.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SI9SNXFZJB400>
- 5.1.2 24/00855 The Old Rectory Slip Lane Alkham CT15 7DA
Widening of existing vehicular access, re-positioning the entrance gates, erection of new walls and piers (existing walls and piers to be demolished)
<https://publicaccess.dover.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=SI9SN7FZJB200>
- 5.1.3 24/00588 Change of use from former agricultural barn to a residential dwelling with roof extension, erection of rear summerhouse extension to garage, and change of use of land to residential curtilage (retrospective) **(re-advertisement, amended description)**

5.2 **To Table and Validate Planning Applications dealt with since the last meeting.**

5.3 **To table decisions by Dover District Council (DDC) since the last meeting (to be provided at the meeting)**

- 5.3.1 24/00490 Yew Tree Cottage Alkham Valley Road Alkham CT15 7EL
Certificate of lawfulness (proposed) for the installation of solar panels to roof
Decision Certificate Proposed Granted
- 5.3.2 TC/24/00083 Alkham Recreation Ground Alkham Valley Road Alkham CT15 7DF
Works to trees situated within a conservation area comprising of: T701 Bird Cherry - crown raise to 2m above ground level; T703 Norway Maple - sever girdling root; TG15 Mixed species - fell fallen/leaning trees within cluster of Sycamore/Ash; T716 Ash - coppice to ground level; T739 Horse Chestnut and T740 Hornbeam (identified as Beech in the application) - crown raise to 2m above ground level; T741 Wild Cherry - fell; T743 Wild Service Tree - crown raise to 2m above ground level; T745 Wild Service Tree - crown raise to 2m above ground level (as amended and agreed by applicant by email of 08.08.2024).
Decision Raise No Objection
- 5.3.3 24/00609 Chilton Farm House Alkham Valley Road Alkham CT15 7DR
Proposal Change of use of land to residential and conversion of barn to annexe
Decision Grant Planning Permission
- 5.3.4 24/00203 Malmains Manor Slip Lane Alkham CT15 7DB
Proposal Demolition of existing & erection of new brick pier. Replacement of existing brick wall with flint and new gate
Decision Grant Planning Permission
- 5.3.5 24/00204 Malmains Manor Slip Lane Alkham CT15 7DB
Demolition of existing & erection of new brick pier. Replacement of existing brick wall with flint. Repointing and partial rebuild of the boundary wall.
Decision Grant Listed Building Consent
- 5.3.6 23/01326 Broomfield Works Fernfield Lane East Hawkinge CT18 7AW
Proposal Erection of a building for storage, formation of a vehicular access and track
Decision Grant Planning Permission

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
- 6.4 To receive the Actual vs Budget Q1 2024/25
- 6.5 To consider a Policy and Statement of Internal Control
- 6.6 To consider a Policy and Procedure for the Authorisation of Payments for the Unity Trust Bank Accounts.
- 6.7 To agree the closure of the HSBC Bank Account.
- 6.6 To receive an update on the BT Telephone Box, Ewell Minnis

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

- 7.1 Chairman's Report
- 7.2 KALC Area Meeting Alkham Parish Council Representative.
- 7.3 Clerks Report (on matters not included in other agenda items)
- 7.4 Councillors Report (on matters not included in other agenda items)
- 7.6 Flood and Drainage Warden
- 7.7 Footpath Warden
- 7.8 Village Hall Management Committee. Appendix 1
- 7.8.1 To consider a proposal from the Alkham Village Hall Management Committee to move the Parish Council Notice Board.

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

8.1 Highways Working Group.(See Appendix 2

8.1.1 To receive and consider the updated Highways Improvement Plan (HIP)

8.2 Communications and Community Involvement Working Group

8.3 Parish Plan Evolution and Delivery Working Group

8.4 Green Spaces and Environment Working Group (Report at Appendix 3)

8.4.1 To receive and consider recommendations for Vicarage Meadows and the Play Area (Appendix 4)

9. To receive the Monthly Playground Inspection Report.

10. To Receive and Consider the Annual RoSPA report.

11. Correspondence:

11.1 To table items of late correspondence :

11.2 Items circulated or received.

11.2.1 Resident Email re Footpath ER162

11.2.2 KALC Area Minutes and Presentation

11.2.3 Newsletter - Road Safety and Active Travel Team

11.2.4 Freedom of Information Request Clerks notes and/or recording of the Annual Meeting of the Parish 13th May 2024

11.2.5 DDC Town and Parish Council Meeting (Chairman and Vice Chairman)

11.2.6 DDC Are you thinking about getting solar panels, and not sure where to start?

11.2.7 Local Groups Receive Boost from Cost of Living Community Impact Fund

11.2.8 Summer Traffic Management Measures - Round Robin Letter

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.

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

Bookings Clerk for the Alkham Village Hall Management Committee

Member of the Alkham Village Hall Management Committee

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

Appendix 1

Village Hall Update August 2024

The newly expanded executive committee continues to meet monthly and tackle long overdue cleaning and maintenance issues as well as modernising procedures.

Phil Clements is Chairman philclements@vfast.co.uk

Janet Adamson is secretary janet.a.adamson@btinternet.com

Brian Wimsett is treasurer brianwimsett@hotmail.com

Harlan Webber is assistant treasurer harlan@thewebbers.org

Catie Webber is in charge of bookings, invoicing and calendar catie@thewebbers.org

Irene Barnard, Sue Koo, Paul Libaert, David Manton, Graham West are also executive members. FYI Brian is in charge of payments and Harlan is in charge of report preparation and attending meetings.

The finances continue in good shape. It is a non profit organisation and has savings greater than 1 year's turnover.

The overflowing gutters are solved thanks to Graham West and Kev Rolfe. Probably blocked by a bottle during gas heating upgrade works long ago. So, after 30 years, the soakaway should now work as originally designed.

Now drainage is sorted, the concrete extension to the pathway (begun May 13th) is finally going ahead.

A new front entrance design to improve the curb appeal and connect mud free to the road directly is currently being discussed. See Trevor's document village green design. It involves moving the noticeboard around corner to southern side. I believe the board is APC property and needs our permission. Trevor would know he did the 3 words locations for asset register. The noticeboard would also be repainted at V Hall cost. The compost heap will provide free soil for the planter. Thanks to APC, Sue Koo and Trevor Johns.

The hall had been trying to organise a pétanque court in its underutilised carpark but liaised with APC Trevor, Den, Marian and Catie (Green Spaces) re alternative site on village green

Kitchen cupboards have been scrubbed, cleared and mended. Thanks to Irene Barnard, Sue Koo and David Manton

Broken toilet seats replaced.

Stained ceiling boards have been replaced thanks to Irene Barnard and David Manton

30 y/o wet room floors cannot be cleaned any better / made good and will be replaced in October. Thanks to Irene Barnard

Painting and redecorating will begin to be discussed after the floors and front entrance works completed as it is indoor work and can be done in the winter months.

The hearing aid loop has been fixed thanks to Graham Bissett.

The broken amplifier has been replaced with donated equipment and the whole HiFi system rejigged and new instructions written. This was a very lengthy process due to the extreme age of the existing equipment and completed by Graham Bissett and Harlan Webber. Graham donated a lot of new equipment and Harlan a subwoofer. A pair of new speakers are still needed to achieve 7.1 surround sound and donated ones would be welcome. A lot of wiring was rationalised Steve will be happy to hear.

The wiring, website, brochure, constitution, rules of hire, licenses are /will all be under review.

Catherine Webber
Councillor
Alkham Parish Council

Appendix 2

Highways Update - August 2024

Kent Highways are considering proposals to enable Alkham Highways Improvement Plan to move on. Many safety initiatives have been rejected, so we are looking for achievable ideas.

We also met with both Temple Ewell Parish Council and Hawkinge Town Council representatives to coordinate a joint voice to Kent Highways, DDC and F&HDC to ensure an end-to-end solution is planned.

In our latest call on 6/5/24 with Kent Highways, we restated our objectives and the need for a proactive approach, Directly to the manager of the design team, (who had previously been presented the full TAG report when it was initially prepared). They will now look at an initial design, funded by our design "credit" as their previous proposals were invalid and not able to be implemented. We are now in their hands and are waiting on Kent Highways' response.

In summary, our request was for (all previously detailed in the HIP/ TAG report):

- 1) One-way "road narrowing" build-outs with priority flow to the east and west of the village.
This would be "self-enforcing" so that the traffic naturally keeps to the speed limit entering the village centre.
- 2) An end-to-end view of valley speed limits (use of 40mph instead of the 50/60 sections)
This change would add sufficient time to the journey to avoid satellite navigation systems routing people through the valley rather than the A2/A20 as originally envisaged.
- 3) A 7.5-ton limit to stop tippers and HGVs entering except for access (They did say DCC should have insisted on HGV routing plans for Whitfield developers in their planning conditions, which could have prevented them from using the valley)

Further information and plans can be seen in the original TAG report available on the Parish Council website via this link:

[TAG Draft Report \(Sep 2018\)](#)

File Uploaded: 29 October 20

Green Spaces and Environment Working Group

Meeting held 1:30 pm village green

Friday 16 August

Present : Marian, catie, Dara, Den, Trevor with apologies from Nathan who was unwell

Tree surgery. Reviewed and were happy with the recent work

Compost bins. It was previously approved to give away contents to garden club members to make way for new leaves. Garden club members want the material for new planters at village hall. This will be happening shortly.

Propose building chicken wire cylinder storage as seen in April visit to Staples. This will store sticks etc to tidy up after tree surgery and make insect habitat so only leaves and grass clippings go in compost bins.



Ongoing ivy and Sycamore seedling issues. Conditions are now right for removal. Propose a green spaces workparty date 28/29 September to remove seedlings and remove ivy.

Village green. Refer Trevor's document re overall vision including mini orchard tree placement, water butt placement, pétanque court placement, proposed fence in Northwest corner, sensory mirror potential placement on new fence. We were awaiting details of aero whirl safety flooring and placement.

Harmers. Birds have finished nesting and now its time to request hedge and swale trimming and discuss damage to the wire fence near swings (damaged by mowing / strimming). Fence still adequate

Soccer Field. Posts not painted although budgeted. A resident has put a new net up very neatly and it is popular. Propose leave net alone.

Benches and notice boards still need sanding and painting maintenance.

Appendix 4

Recommendations for Vicarage Meadows and the Play Area from the Green Spaces and Environment Working Group



Vicarage Meadows

Developing and maintaining this valuable community space for all generations and interests.

BY

- ▶ *Planting an Orchard to enhance the area.*
- ▶ *Maintaining and enhancing our “Play Areas”*
- ▶ *Safely monitoring and maintaining our Natural Green Space*



Orchard Development

Confirmed Grant of 10 trees which are planned for :

Area "A" - 4 trees at the bottom of bank behind Bench with wildflower area on the bank

Area "B" - 6 Trees inside the fence line following the curve

wers below



Area A

25 m long





Area B

Two sections

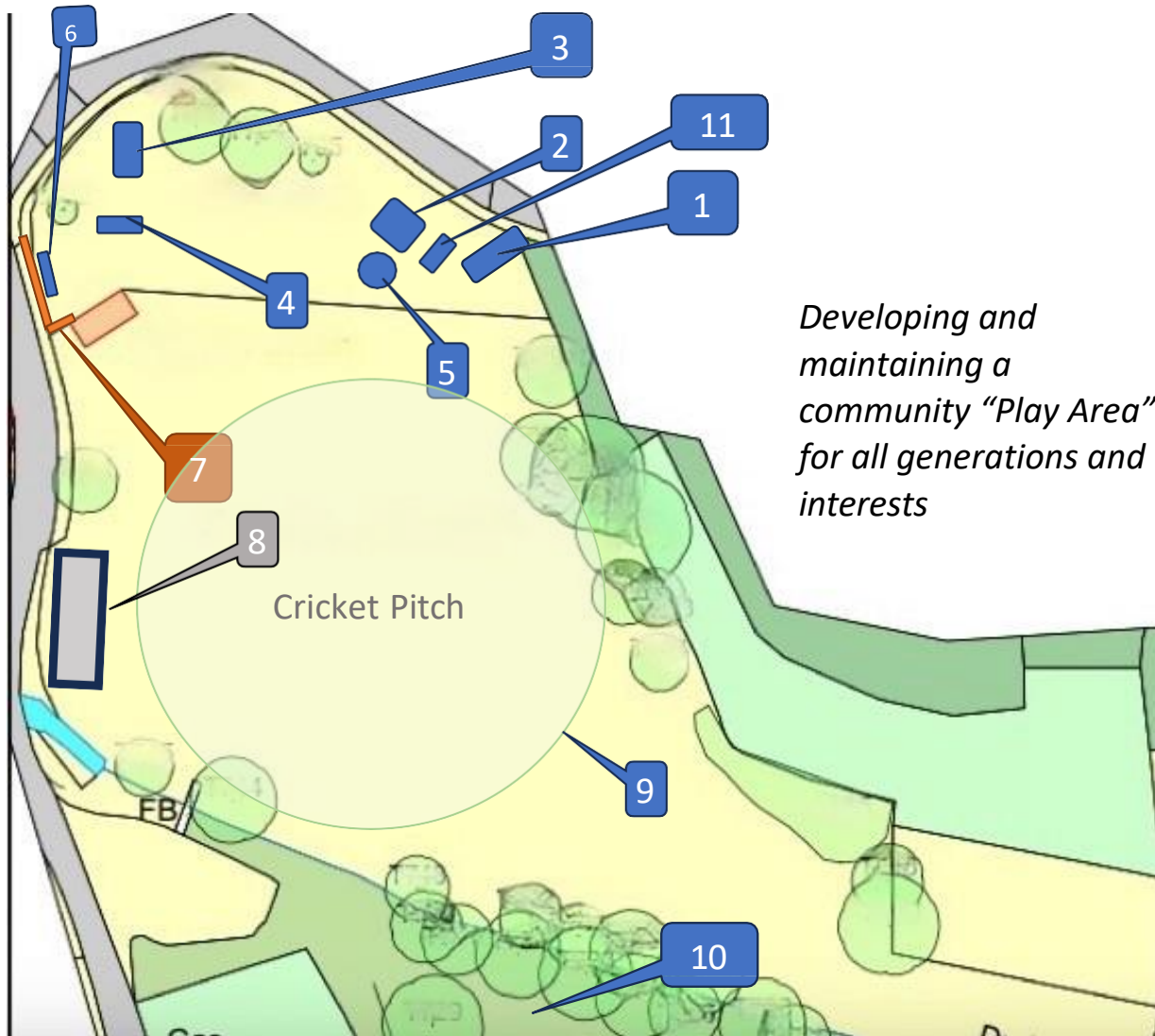
Along Hogbrook Lane

12m Along Alkham Valley Road.
18 m



Area C





Play Area Development

1. Slide - to be refurbished following detailed review
2. and refitted
3. Swings – new seat installed
4. Rocking horse – welding repairs completed and matting cleaned and refitted.
5. New "Aero Whirl"
6. New Outdoor Sensory Mirror
7. New Additional fencing from the gate round to the corner of the Pavilion to increase safety and prevent falls into road
8. Pétanque "Terrain"
9. Cricket Pitch
10. Football Pitch
11. Future "See Saw"

AeroWhirl

- *AGE RANGE: 6 - 12 years*
- FEATURES
 - Stainless Steel Upright Pole
 - Rotating Overhead Wheel
- *PLAY VALUE*
 - Experience the thrills of speed and movement
 - Improves physical development
 - Develops balance
 - Encourages teamwork
 - Learn about sharing with others



Outdoor Sensor Mirror

- AGE RANGE: 2 - 5 years
- FEATURES
 - Impact-resistant, drop-proof, sensory mirror
 - EN71 safety non shatter plastic
- VALUE PLAY
 - Convex/concave dips and curves.
 - Ideal for pre-school children



From: £76.99

Price does not include delivery, installation or VAT

Timber Seesaw

- *AGE RANGE: 5 - 12 years*
- FEATURES
 - Laminated timber pole
 - bump stop rubber tyres
 - Laminate handles
- *PLAY VALUE*
 - Improves balance and coordination
 - Encourages teamwork
 - Learn about weight and gravity
 - Promotes physical development



From: £953.00

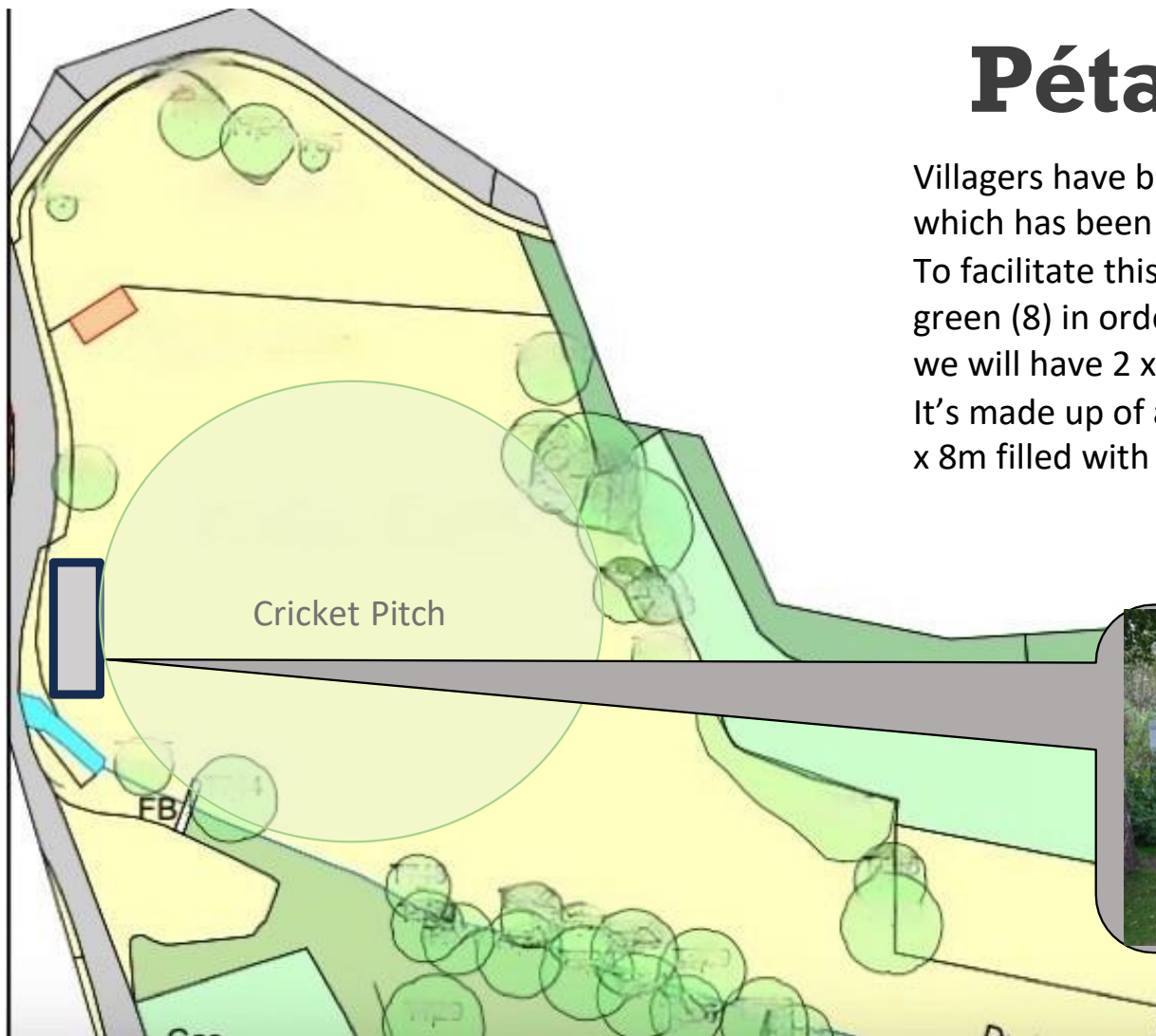
Price does not include delivery, installation, safety surfacing or VAT

Pétanque “Terrain”

Villagers have been looking at setting up a village pétanque club which has been discussed many times before.

To facilitate this we are looking at setting aside an area of the green (8) in order to establish a playing area or “Terrain” on which we will have 2 x Pistes or playing areas.

It’s made up of a timber framing flush with the ground appx. 16m x 8m filled with aggregate and topped with crushed granite



Village pétanque club and “Terrain”

- **AGE RANGE:**
 - Pétanque is a game which all can enjoy at any age and with any level of skill.
- **FEATURES**
 - Develops team play, concentration, tactics and strategy
- **PLAY VALUE**
 - Pétanque is a popular family activity, club sport and senior sport – it is a game for everyone who enjoys excitement, suspense and quality time with friends and family.



Sets of Boules start from under £10

Tree Survey and Report

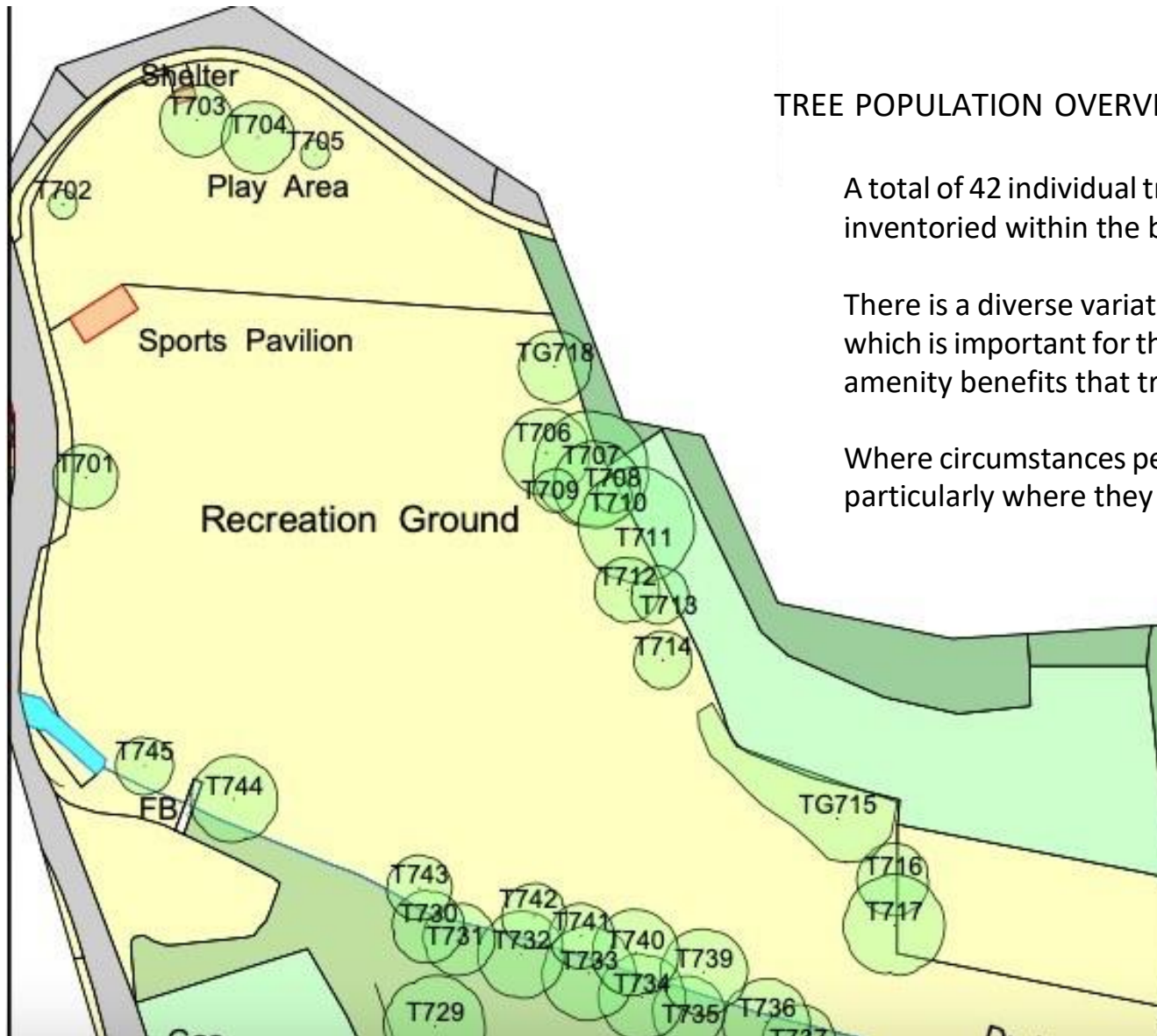
TREE POPULATION OVERVIEW

A total of 42 individual trees and 4 groups of trees were surveyed and inventoried within the boundaries of Alkham village green.

There is a diverse variation in age and species within the tree stock which is important for the continued ecological, environmental, and amenity benefits that trees provide now and into the future.

Where circumstances permit we are looking to retaining ash trees, particularly where they show a genetic tolerance to the disease.

The recommended tree work identified in the report has now been completed after appropriate permissions were received from DDC for the works in a conservation area



Proposed Modifications and Enhancements to Village Hall Entrance

