



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 3rd of November 2025 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

28th October 2025

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.
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 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:

5.1.6 25/01050 Land At Capel West Hougham Kent

Scoping Opinion - Environmental Impact Assessment (HGV Parking Facility)

[https://publicaccess.dover.gov.uk/online-](https://publicaccess.dover.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=T4UN23FZ03500)

[applications/applicationDetails.do?activeTab=documents&keyVal=T4UN23FZ03500](https://publicaccess.dover.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=T4UN23FZ03500)

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.

- 5.3.1 **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:

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 any late financial matters.
- 6.6 To consider the draft budget for 2026/27

7. KALC Community Award Scheme 2026.

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:

- 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

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