

Alkham Parish Council

Minutes of the Parish Council Meeting held on Monday 29th June 2026 at 7:30 pm in Alkham Village Hall .

Present: Alkham Parish Councillors: D Barnard (Chairman), G Kaile, T Johns, M Libaert, S Edwards, P Tapsell (Vice Chairman), C Webber

**In Attendance: KCC Councillor P King, Members of the Public,
Parish Clerk**

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. Apologies were received from DDC Cllr Hibbert
	1.2	Declaration of Changes to the Register of Interests. 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 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. There were none.
	1.4	Requests for Dispensations. There were no requests.
	1.5	Declarations of Lobbying. There were no 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. KCC Councillor King gave his report.	
4.	Minutes of the Parish Council Meeting RESOLVED: That the minutes of the Parish Council Meetings held on the 11th May 2026 be taken as read and confirmed as a correct record and signed by the Chairman.	
5.	Reports: (On matters not included in other agenda items)	
	5.1	Chairmans Report The Chairman reported that: - The Village Newsletter would be distributed electronically - ST Anthony's Church would only hold a monthly service.
	5.2	Byways. NO matters to report.
	5.4	Drainage and Flood Warden
	5.3	KALC Area Representative . No matters to report
	5.5	Parish Clerk . All matters included elsewhere on the agenda.
	5.6	Parish Councillors. RESOLVED: Two new litter bins would be purchased.
6.	Finance:	
	6.1	To receive and authorise payments listed on the schedule (to be provided at the meeting) RESOLVED: That the payments on the schedule be approved.

		<table> <tr> <th>Payee</th><th>Description</th><th>£</th></tr> <tr> <td>Irene Bowie</td><td>Clark Salary June 2026</td><td>Confidential</td></tr> <tr> <td>HMRC</td><td>HMRC June 2026</td><td>Confidential</td></tr> <tr> <td>Ionos</td><td>Emails June 2026</td><td>48.60</td></tr> <tr> <td>Cherished Services</td><td>Groundcare and Maintenance June 2026</td><td>241.00</td></tr> <tr> <td>JN Accountancy Services</td><td>Internal Audit</td><td>200.00</td></tr> <tr> <td>Flagpole Express</td><td>Flagpole Top (Reimburse Cllr Barnard)</td><td>18.54</td></tr> </table>	Payee	Description	£	Irene Bowie	Clark Salary June 2026	Confidential	HMRC	HMRC June 2026	Confidential	Ionos	Emails June 2026	48.60	Cherished Services	Groundcare and Maintenance June 2026	241.00	JN Accountancy Services	Internal Audit	200.00	Flagpole Express	Flagpole Top (Reimburse Cllr Barnard)	18.54
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	6.2	Late Payment Request/s to be discussed for approval and payment. There were none.																					
	6.3	To note receipts of Income. To be presented at the next meeting.																					
	6.4	To receive the bank reconciliation. To be presented at the next meeting.																					
7.	To receive the Annual Governance and Accountability Return (AGAR) for the financial year ended 31st March 2026																						
	7.1	Accounts for Approval																					
	7.1.1	To receive the 2025/26 Accounts RESOLVED: To approve the 2025/26 accounts.																					
	7.1.2	To review the 2025/26 spend vs budget RESOLVED: To approve the 2025/26 spend vs budget report. It was noted that Record in the minutes that the highways budget could not be spent due to KCC Highways' inactivity and lack of progress by KCC with the Parish Council Highways Improvement Plan.																					
	7.1.3	To receive the Financial Report for 2025/26 RESOLVED: To approve the Financial Report of 2025/26																					
	7.2	To receive and note the Annual Internal Audit Report RESOLVED: The Annual Internal Audit Report was received and accepted.																					
	7.3	To receive and approve the Annual Governance Statement (Section 1) RESOLVED: The Chairman and the Clerk signed the Annual Governance Statement.																					
	7.4	To receive and approve the AGAR Accounting Statements (Section 2) RESOLVED: That the Chairman and the Clerk signed the Accounting Statement.																					
	7.5	To receive and approve the AGAR for 2025/26 RESOLVED: The AGAR for the year ending 31st March 2026 was accepted and approved.																					
	7.6	To approve the Certificate of Exemption RESOLVED: 1. That the Certificate of Exemption was approved. 2. Resolved that the dates for the Exercise of Public Rights would be from 1st July 2026 to the 11 of August 2026																					

8.	Planning:	
	8.1	To table planning applications received for consideration: There are no applications
	8.2	To Table Planning Applications dealt with since the last meeting.
	8.2.1	26/00476 Woodstock Alkham Valley Road Alkham CT15 7BX Erection of dormer window to side roofslope APC Response: Alkham Parish Council has considered the above planning application and wishes to advise Dover District Council that it has NO OBJECTION to the proposed development. The Parish Council therefore leaves the matter to the discretion of Dover District Council. RESOLVED: To validate the decision.
	8.3	To table decisions by Dover District Council (DDC) since the last meeting.
	8.3.1	26/00414 Uplands Farm Meggett Lane Alkham Dover CT15 7DG Prior approval for the erection of 1 agricultural barn for the purpose of lambing DDC Decision - Prior Approval refused (28 days) Noted.
	8.4	To table late planning matters: There were none.
9.	To receive reports and consider recommendations from the working groups.	
	9.1	Highways Working Group. AGREED : 1. KCC collision data for Alkham Valley Road would be obtained to verify the claim of no personal-injury collisions in the past three years 2. The overgrown speed-limit signs and parking sign along the Alkham Valley Road would be cleared.
	9.2	Communications and Community Involvement Working Group . AGREED: 1. The Clerk would investigate the setting up of a .gov.uk domain and emails. 2. A new website would be explored.
	9.3	Parish Plan Evolution and Delivery Working Group. AGREED: To review by section.
	9.4	Green Spaces and Environment Working Group
	9.4.1	To consider and agree a proposal for the siting of a table tennis table within the children's play area. RESOLVED: 1. To thank Mr P Taylor for raising the funds for a new table tennis table on the Recreation Ground 2. That the Parish Council accepts ownership of the table tennis table 3. The location of the table will be decided by the parish council. A site visit would be organised to agree the best location 4. The Clerk would add the table to the asset register. 5. The parish Council would be responsible for miniatous of the table. Councillor Webber gave her report: - We trimmed the NW corner hedge on the green and the underside of the Xmas tree so drivers and riders can exit Hogbrook Hill Rd more safely as westbound traffic is more visible. But the intense heat forced me to quit so the speed limit signs at both ends and the no overnight camping / parking signs on the green haven't been cleared yet. Will do it this coming weekend. - Tree survey will be reviewed in cooler weather. We are due to tackle ivy climbing trees and sycamore saplings. Like to set a date in September please for a work party of volunteers as done in the past. - September also check compost bins, organise ditch clearing and book flood

			preparations (KCC drains and sump clearing). - Continued watering the new fruit trees. - Met with Cherished and Newlyn's abutting land owners re one off clearance of ditch material for fire safety and manageability. Awaiting quote.
10.	To receive the Monthly Playground Inspection Report: Noted		
11.	To consider an application for a KCC Members Grant: RESOLVED: The Clerk would progress a KCC Members Grant for works to the bridge. Clerk to progress.		
12.	Correspondence:		
	12.1	To table items of correspondence:	
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 Improvements.	
		13.1.1	To receive and consider quotations for works at Newlyn's Meadow RESOLVED: To accept the quotation from Cherished Services.
		13.1.2	To receive and consider quotations for the installation of the Springy Cow in the play area RESOLVED: To accept the quotation from Cherished Services.

17. Agenda Items for the next meeting:

Meeting Dates 2026. 7th September, 5th October, 2nd November

Parish Councillor Standing Declarations of Interest.

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

There being no further business to be transacted the Chairman closed the meeting:

Signed:

Date:

Name (Please Print)