

ALKHAM PARISH COUNCIL
ANNUAL GENERAL MEETING
MONDAY 9th MAY 2016 - MINUTES

- 1.Venue Alkham Village Hall, 7:30pm
2. Present Parish Councillors: Neil Burrows, Den Barnard, Anthony Barrier, Fiona MacAskill and Peter Smith. Clerk: Angela Miller. Parishioners: 8
County Councillor: Geoff Lymer. District Councillor: Pauline Beresford.
- 3.Apologies Parish Councillors: Geoff Hillier and Susan Lees
District Councillor: Nick Dixon
4. Annual Business
- 4.1 **Election of Chairman** - Cllr Neil Burrows was nominated by Cllr Den Barnard and seconded by Cllr Fiona MacAskill. All Councillors were in favour. Cllr Burrows thanked his fellow Councillors for their support. There were no other nominations.
- 4.2 **Election of Vice Chairman** - Cllr Den Barnard was nominated by Cllr Anthony Barrier and seconded by Cllr Fiona MacAskill. All Councillors were in favour. There were no other nominations.
- 4.3 **Other Offices**
- 4.3.1 Parish Emergencies – Cllr Neil Burrows and Cllr Den Barnard
- 4.3.2 Highways - Cllr Peter Smith
- 4.3.3 PROW - Cllr Anthony Barrier
- 4.3.4 MOD - The Parish Council agreed to leave this empty and to fill it if the need arises.
- 4.3.5 KALC – Cllr Geoff Hillier, Cllr Peter Smith, Cllr Fiona MacAskill
- 4.3.6 Environment – Cllr Anthony Barrier
- 4.3.7 Neighbourhood Forum Representative – This remains empty again this year until the reorganisation with the Neighbourhood Forum is complete.
- 4.4 Parish Deeds - Documents relating to Chalksole Green, Vicarage Meadow and the grass verge (part of) fronting Newlyn Meadow and the Alkham Valley Road were made available for anyone to view.
- 4.5 Review of Hire Charges for Vicarage Meadow - The hire charge arrangements remain unchanged where each enquiry will be costed on its own merits. The Alkham Cricket Club does not plan to use the meadow this season.
- 4.6 Review of Annual Subscriptions - The Parish Council agreed to renew the annual subscription to KALC.
- 5.Minutes
- 5.1 The minutes of the AGM held 19th May 2015 and minutes from regular meeting held on 7th March 2016 were received, approved and signed as correct records.
- 6.Matters Arising
- 6.1 The bridges at Valley Cottages are well underway and Cllr Barnard reported a slight delay due to the KCC team finding services onsite that had not been discovered during the survey stage. In general, the handrails are disliked and seem too high and it will be interesting to see whether the new culverts work better than the old ones.

- 6.2 A traffic mirror request for the bottom of Slip Lane has been turned down by KCC Highways because the location does not meet all the criteria. Cllr Barnard urged the Parish Council not to wait until an accident happens. Richard Heaps from KCC Highways has said that a mirror could be erected on private land opposite the junction (this would be the Village Green owned by the Parish Council) but that this would not be funded or maintained by KCC Highways.

The Parish Councillors discussed the pro's and con's of traffic mirrors and opinion was divided about how safe they are to use. It was decided that Cllr Barnard would request safety advice from KCC Highways about the location and arrange a site visit to discuss the matter further with them. We would not want to erect a mirror if it created a dangerous risk to motorists, so we should seek safety advice before doing anything.

A parishioner expressed a request for a 'Concealed Junction Ahead' sign near to The Forstal to warn motorists of the hidden junction with Slip Lane when approaching from Folkestone. Cllr Burrows asked Cllr Barnard to include this matter when communicating with them about the traffic mirror.

- 6.3 The Parish Council website is now up and working. The website address is alkhampc.kentparishes.gov.uk. There is still some work to do to customise it but Angela asked everyone to take a look and let her know if there are links that need to be taken off, or added. Plans are to keep the site quite concise relating to Parish Council business..
- 6.4 The picnic benches and the moving of the historic board should be completed next week. Vic Harmer would like to meet with Cllr Burrows again to refresh the details about where they need to be installed. Angela will arrange this.
- 6.5 Holloway Lane, Swingfield – KCC Highways plan to repair the carriageway but do not have any details of the planned dates for this yet.
- 6.6 Reinstatement of grips - KCC Highways have received our enquiry regarding the reinstatement of grips in and around Alkham Parish. The enquiry is currently at the status 'With Drainage Engineer'.
- 6.7 Alkham Parish Council have now received the Confirmation of Public Path Order – Diversion of ER183.
- 6.8 We have received three enquiries via the new suggestion box :-

- a) [Can the flashing speed signs be changed to show the speed the vehicle is travelling rather than flashing 30mph?](#)

The Parish Council discussed the enquiry and County Cllr Lymer added comments about the disadvantages of having speeds displayed. It was agreed that the current signs seem to be too sensitive and therefore appear to flash everyone all the time. Councillors agreed that we should ask for the signs to be checked to make sure they are working properly, and maybe for the sensitivity to be turned down a bit. It was felt that to completely change the units to display the actual speeds was not really necessary and would be too costly, which in turn would be likely to be refused by Highways anyway.

- b) No memorial gates, trees etc should be erected without an accompanying fund for maintenance of the same.

Mrs Walker said that the remains of the broken Preston Memorial Gate need to be properly removed as there are still some wires that need to be cut off. The Parish Council discussed the issue of a maintenance fund and decided that if and when a request is made to install a memorial feature in the future, that the possibility of an accompanying fund could be discussed also.

- c) Road drainage Slip Lane – could underground drains be put in place right up to Flintwood Lodge as currently the drainage system appears to begin outside Rectory Cottage.

The Parish Council discussed how the surface water comes off the side fields in Slip Lane and can sometimes flow down Slip Lane fast. Although sympathetic to the idea, Cllr Barnard said that there would be no chance of ever having underground drainage installed up Slip Lane as far as Flintwood Lodge. KCC Highways would never be able to fund the immense cost of the project. Cllr Smith also pointed out that given the amount of flints and stones that are washed down it would quickly block an underground drainage system anyway.

7. Correspondence

- 7.1 KCC Kent Minerals & Waste Local Plan 2013-2030 is now published. Angela has further details.
- 7.2 Police Parish Forum Invitation – 29th June, St Mary's Parish Hall, Dover at 7pm. Cllr Smith thinks he may be available to attend, but if not, Cllr Barnard has said he could go. Angela will also ask Cllr Hillier and Cllr Lees if they wish to attend. In the meantime we will advise Kent Police that Cllr Smith will attend.

8. Planning

- 8.1 **DOV16/00279 Newcastle House, Newcastle Lane, Ewell Minnis** - Change of use of room to residential. The Parish Council has no objections.
- 8.2 **DOV16/00400 Hillmere, Scotland Common, Temple Ewell** – Erection of dormer roof extensions, conservatory and porch.
- In principle, the Parish Council has no objections. The specification of materials to be used is vague, so we would prefer a hardwood conservatory to blend with the surroundings and have less visual impact than a white uPVC one.
- 8.3 **DOV16/00453 Alkham House, Short Lane, Alkham** – Erection of detached triple garage with first floor ancillary space.
- The Parish Council object to the application. Please see the following:-
- We are concerned about the dominant size of the proposed garage.
 - There are insufficient details about the materials to be used for doors and windows etc.
 - The 'ancillary' space is, to all intents and purposes, a proper room with roof windows on all sides.
 - A single storey garage may be more suited to the size of the plot.

- 8.4 **DOV16/00339 Greenwood Slip, Slip Lane, Alkham** – Retrospective application for the erection of a shed.

The Parish Council object to the erection of the structure in a Conservation Area and that the design is inconsistent with the appearance of the house.

The Parish Council have also been made aware of further issues that require investigation by DDC Planning Dept. Please see the following:-

- a) The shed is alleged to be an office for commercial use (rather than for storing garden equipment which a shed would typically be used for).
- b) There is a strong possibility that there should have been a change of use of land from domestic to commercial if the structure is being used for a business.
- c) Concerns over an increase in traffic.

The Parish Council will request that DDC establish the use of the structure before making a planning decision and to respond to Alkham Parish Council with further details.

- 8.5 **Mount Ararat, Abbey Road, Hougham, Dover** – Erection of a roof over existing sand school.

In principle, the Parish Council has no objections, however would like DDC to include the following points in their planning decision:-

- a) Some native screening is essential to soften the impact of such a dominant structure.
- b) Screening should certainly be placed at the short end of the sand school (adjacent to ER179) and also along the front length of the structure (Abbey Road side).

- Outcome of previous planning applications / queries

- 8.6 **DOV16/00122 Meggetts Farm Cottage and access, Hogbrook Hill Lane, Alkham** – Permission granted for the erection of a double garage.

- 8.7 **Hazeldene, Alkham Valley Road, Alkham** – Erection of a double garage. A Planning Officer from DDC has visited the site and established that planning permission is required for the erection of the garage. An application is invited within the next 6 weeks.

9.Delegates Reports & PACT

- 9.1 **County Councillor Geoff Lymer** said that KCC have been hit with more bills and are now facing a £9m overspend.
- 9.2 **District Councillor Pauline Beresford** updated the Parish Council on the DTIZ where progress is continuing. The archaeological investigations discovered some coins and pottery originating from a Quaker burial site. The cable car proposal has not been ruled out but has not progressed further. A consultation about a new sports centre will be out soon.

10.Interval

- 10.1 Mrs Holliman asked Cllr Burrows and Cllr Barnard if they had managed to visit Hopton Manor yet to assess the receptor tanks. They have promised to get together for this within the next two weeks.

- 10.2 Sadly we lose the mobile library service in the village from the end of July. The mobile library will still visit River and Hawkinge, plus the main libraries in Dover and Folkestone will remain.
- 10.3 The Parish Council will chase up DDC regarding any outstanding planning/enforcement matters relating to Ewell Minnis mobile homes etc.

11. Finances The Parish Council resolved to pay the following:-

- 11.1 Invoice from Harmer Landscapes for £79.20 for April 2016.
 - 11.2 Came & Co Insurance renewal of £418.81 for period June '16 – May '17. The Parish Council agreed to enter the extended LTA until 2019.
 - 11.3 Clerks salary and expenses for March and April 2016 of £534.27
 - 11.4 KALC membership renewal of £279.50 for year 2016/17
- Other finance:-
- 11.5 Precept of £7,500.00 has been received from Dover District Council.
 - 11.6 The Annual Governance Statement for the annual audit 2015/16 was agreed by all Councillors and signed by Angela Miller (RFO) and Cllr Neil Burrows (Chairman)
 - 11.7 The Annual Audit was approved by resolution and signed by Angela Miller (RFO) and Cllr Neil Burrows (Chairman)
 - 11.8 HSBC Mandate is completed and has been sent off for authorisation.

12. Any Other Business

- 12.1 Cllr Barrier reported that there was an OpenReach engineer replacing the keypad inside the Ewell Minnis telephone kiosk recently. The money donated by Philip Young to keep the telephone kiosk in working order has now been used up. We will place something in the newsletter to this effect and ask for feedback as to whether parishioners feel they would like to now use parish money to keep the kiosk connected with a phone line, or whether to adopt the box and disconnect the service. County Councillor Geoff Lymer has suggested a memorial plaque for Philip Young could be placed on the phone box if we decide to adopt it. Discussions followed about the ongoing maintenance of the kiosk.
- 12.2 Cllr Barnard queried why we haven't seen our PCSO at meetings for a while, but this is due to the new decision by Kent Police that mean PCSO's don't attend parish meetings anymore. If there are issues within the parish then they will contact us accordingly. Cllr Smith reported two thefts at the top of Slip Lane, there have been youths skidding a car in circles on the football pitch and Cllr MacAskill reported people shooting at rabbits from a car on the Alkham Valley Road. Angela will send the details to PCSO Lisa White for information.
- 12.3 The litter pick that we requested along the Alkham Valley Road has been done.
- 12.4 Parishioners that use the 'request' bus stop in South Alkham (Meggett Lane jct) have asked whether this could be made into a proper bus stop. We will make enquiries with Stagecoach accordingly.

13. Date of next meeting is Monday 4th July 2016, at 7:30pm

The meeting closed at 9:50pm

Signed (Chairman)

Date