

Aylesford Parish Council

Policy & Resources Committee

Minutes of the Meeting held via in the Capel Morris Centre on Tuesday 2 November 2021

Present: Councillor Shelley (Chairman) and Councillors Ms Dorrington, Fuller, Mrs Gadd, Gledhill, Ms Oyewusi, Mrs Papagno, Rillie, Smith, Sullivan, Walker and Winnett.

In Attendance: Melanie Randall (Clerk)

Apologies: Councillor Ludlow.

1. Apologies for Absence

Apologies of Absence from Councillor Ludlow was received, and the reasons for absence agreed.

2. Declarations of Interest

There were no declarations of interest additional to those contained in the Register of Members Interests.

3. Minutes of the last meeting held on 5 October 2021

It was **Agreed** that the Minutes of the meeting held on 5 October 2021 be approved as a correct record and signed.

4. Accounts for Payment

The Council considered the Payment Schedule attached to the Agenda and Councillor Mrs Gadd proposed and Councillor Balcombe Seconded and it was **Agreed** that 39 payments totalling £37,574.78 be made.

5. Finance Advisory Sub Committee

It was **Agreed** to note the Minutes of the meeting held on 19 October 2021 and to recommend to Council that the annual review of the Financial Risk Assessment be approved.

Recommend to Council

6. Law and Order

6.1 CCTV in the High Street, Aylesford

The Clerk reported that KCC have requested the company must have a G39 certificate/qualification to work on streetlighting furniture. The company is fully NIC qualified and have everything they need apart from working on petrol forecourts. However as this is a requirement from KCC they have agreed to do the one days' course. The Clerk will continue to progress this.

Ongoing

6.2 Police Report

The Committee noted the October report as attached to the agenda.

7. KALC

It was Agreed to note the meeting notes from the meeting held on 21 October as attached to the agenda.

Noted

8. TMBC/Parish Partnership Panel Meeting

There had been no meeting since the last meeting of this committee. It was noted that the next meeting due to take place is on 4 November 2021.

9. Council Vacancies

It was Noted that the current Vacancies are
2 – Walderslade

10. Public Convenience Review

The Clerk reported that TMBC have confirmed they are still looking to progress the conversion of the existing toilet building to an outside classroom for the school. They have assessed their budget costs and are now producing a detailed specification for the works. Once that is complete, they will discuss it with the school's head teacher to ensure the specification is what is required by the school.

Ongoing

11. The Governments Welcome Back Fund

The Clerk has ordered two planters which are on a 6–8-week delay, which is subject to change. It was suggested that Eccles have one, however upon further investigation the placement of a planter in a suitable position would mean that the Supervisor would struggle to get access to the Eccles Village sign to maintain it and erect the annual hanging baskets as the van is needed in order to get close to it. Therefore, putting the planter there would cause difficulties.

Ongoing

12. RBLI Base Camp

The Clerk reported that she has not received any further updates from Thomas Foreman the Head of Housing and Communities from the RBLI. Clerk to request an update.

Ongoing

13. Adoption of Aylesford Station

The Chairman reported that this is a slow process. The parties who have signed up for this need to have a safety briefing by South Eastern, it is this that is moving slowly.

Ongoing

14. Aylesford Christmas Market

The Clerk informed the Committee that this event seems to be moving full steam ahead and members once again stressed their support not only for the use of its car park but also as a great community event. The Clerk is having weekly meetings with the organisers and is in regular contact with them at other times.

Closed

15. Cambridge & Counties Bank Accounts

The Clerk said that the Council's two 1-year Fixed Rate Bonds are due to mature in November. Each account has £42,500.00 in them. The Council could reinvest these however after discussion it was **Agreed** to reinvest one into another 1-year Fixed Rate account and the other is to be transferred into an Instant Access Savings Account.

Clerk to action

Closed

16. Aylesford Football Club request to erect a Pergola

The Football Club have asked for permission to erect a Pergola directly over their existing concrete patio area. This was agreed by the previous Clerk verbally over a year ago, but due to covid happening the structure was never erected. After discussion it was **Agreed** to allow the erection of the Pergola over the existing concrete base.

Closed

17. Minutes of the Staffing Committee Meeting held on 20 October 2021

It was **Agreed** that the Minutes of the meeting held on 20 October 2021 be approved.

18. Any Other Business/Correspondence

The Clerk informed the Committee that the electrical tests recently carried out in the Parish Office had been completed and there had been £890.00 worth of works needed. However, this is the first time this test has been done since the office was built in 2005 and will now be carried out every five years going forwards.

The Clerk reported that she had received correspondence from KALC regarding the 'Contain Outbreak Management Fund' which is specifically for Parish and Town

Councils. The funding has been received by KCC from Central Government and should be applied for online by 31 January 2022. It has been designed for additional costs incurred relating to the pandemic, things likely to be supported are additional cleaning needs, communication, hand sanitisers, signage in parks and open spaces, food parcels/ready meals. Each Parish/Town Council has its own maximum amount it can claim up to, ours is £8,940.00. **Ongoing**

20. Duration of meeting

7.45pm to 8.30pm