

# Aylesford Parish Council

## Policy & Resources Committee

### Minutes of the Meeting held via in the Capel Morris Centre on Tuesday 4 January 2022

**Present:** Councillor Shelley (Chairman) and Councillors Beadle, Mrs Eves, Fuller, Mrs Gadd, Gledhill, Ludlow, Rillie, Sharp, Smith and Walker.

**In Attendance:** Melanie Randall (Clerk)

**Apologies:** Councillors Balcombe, Ms Dorrington, Ms Oyewusi, Sullivan, and Winnett.

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#### 1. Apologies for Absence

Apologies of Absence from Councillors Balcombe, Ms Dorrington, Ms Oyewusi, Sullivan, and Winnett were 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, except for Councillor Fuller declared an interest in item 18 as he is the Chairman of the Football Club, he took no part in the discussion or decision.

#### 3. Minutes of the last meeting held on 7 December 2021

It was **Agreed** that the Minutes of the meeting held on 7 December 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 Fuller proposed and Councillor Mrs Gadd Seconded and it was **Agreed** that 19 payments totalling £13,303.19 be made.

#### 5. Finance Advisory Sub Committee

It was **Agreed** to note the Minutes of the meeting held on 14 December 2021 and that the Financial Risk Assessment be recommended to Full Council.

## **6. Law and Order**

### **6.1 CCTV in the High Street, Aylesford**

The Clerk reported that she has asked the company if they have carried out the required training to obtain the required certificate to work on streetlighting furniture and will report back to this committee in due course. **Ongoing**

### **6.2 Police Report**

No report received since the last meeting of this committee.

## **7. KALC**

The notes of the meeting held on Thursday 9 December 2021 were noted. **Noted**

## **8. TMBC/Parish Partnership Panel Meeting**

It was noted that the next meeting is due to take place in January 2022. **Noted**

## **9. Council Vacancies**

It was noted that the current Vacancies are  
1 – Aylesford South

## **10. Public Convenience Review**

No further update has been received. **Ongoing**

## **11. The Governments Welcome Back Fund**

The Clerk reported that the two planters have arrived and will be installed within the next couple of months. **Ongoing**

## **12. RBLI Base Camp**

No further update received since the last meeting. **Ongoing**

## **13. Adoption of Aylesford Station**

The Chairman reported that progress is being made, albeit slowly. **Ongoing**

## **14. KCC – Contain Outbreak Management Fund**

The Clerk reported that no further update has been received as the outcome is not expected until mid-February 2022. **Ongoing**

## **15. Aylesford Christmas Market**

The Clerk informed the Committee that at the de-brief meeting the date for the market to take place is Saturday 26 November 2022 from 3pm to 8pm. The car park will be closed the day before and the day after for health and safety reasons. A query was raised with regards to the Friars Christmas Market that is thought might be on the same day, the Clerk will check.

**Ongoing**

## **16. Section 106 Wish List**

No further progress has been made due to it being the festive season. However; the Clerk and Councillor Fuller will work on the document in the coming weeks'

**Ongoing**

## **17. Asset Register Annual Review**

It was **Agreed** to accept the Asset Register.

**Closed**

## **18. Fees and Charges for 2022/23**

The Committee considered the suggested level of fees and charges for 2022/23 as set out by the Clerk and attached to the agenda were **Agreed** as follows, the Cemetery fees to be set at the lower rate of the two suggested sets of fees and the Allotments and Tariff of Charges to be set as recommended on the draft sheet.

**Closed**

## **19. 2022/23 Budget – Precept Setting**

The Committee considered the report of the Clerk in respect of the Precept for the financial year of 2022/23. The Council did not raise the Precept last year, however in order to continue to provide the same level of service in addition to some new projects there is a requirement to make a slight increase.

The Council Tax Base has increased slightly from £4,304.64 in 2021/22 to £4,399.76 for 2022/23.

The Precept for 2021/22 was set at £253,155 for a Band D Property and the 2022/23 suggested Precept is £271,685 and increase of £18,530 or £61.75 per household per year, which is an increase of £2.94 for a Band D Property.

It was **Agreed** to recommend to Council that the Precept be set at £271,685 at £61.75 per household per year and that the budgets as submitted to Committee be approved.

**Closed**

## **20. Any Other Correspondence**

Councillor Ludlow requested that an item be added to the Agenda of Full Council to discuss if there are any options for the Parish Council to assist with funding for advice on the proposed Bushey Wood development. It was Agreed this will be added to the agenda as requested.

Councillor Shelley informed the committee that at a recent meeting between himself, Councillor Rillie and the Clerk about the Flood Plan if as suggested by the Clerk she had approached the Church to ask if it could be used as a place of refuge in the event of a flood in the Aylesford Village. The Clerk had not due to preparing the budgets and precept figures and of course it had been the festive break. She will approach the Church in the next week or so.

7.35pm to 8.45pm