

AYLESFORD PARISH COUNCIL
POLICY & RESOURCES COMMITTEE

TUESDAY 1 MAY 2018
Commenced 8.00pm

MINUTES

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Present: Cllrs Balcombe (Chairman), Ms Dorrington, Elvy, Mrs Gadd, Gledhill, Rillie, Shelley, Smith, Wright

In attendance: Mr Harris, Clerk Mrs Collier, Deputy Clerk

Apologies: Cllrs Ludlow, Winnett

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1. Apologies

Cllrs Ludlow (work), Winnett (family commitment).
Noted and reasons accepted.

2. Declarations of Interest

Mr Harris and Mrs Collier declared an interest in item 12. 1 – Staffing Matters (Salaries). Mr Harris presented the facts to the meeting but neither took part in the discussion/decision.

3. Accounts for Payment

Payment list attached at **Appendix A**. 49 payments totalling £21899.87 were checked and proposed for payment by Cllr Shelley, checked and seconded Cllr Elvy and **agreed** for payment.

4. Finance Advisory Sub Committee

Ratification of the FASC meeting held 24 April and decisions taken. Attached at **Appendix B**. Proposed as a correct record of the meeting and actions agreed by Cllr Shelley, seconded Cllr Elvy. **Agreed.**

5. Law and Order - No report to this meeting.

6. Rugby Club/Netball League - No report to this meeting.

7. Flood Defences

7.1 - Environment Agency Flood Warden Introduction and Training Day held on 28 April 2018. Report and notification of new Flood Wardens. The EA have reported to the Clerk that unfortunately the day was not well attended. Awaiting formal notification from the EA of any new Flood Wardens appointed.

7.2 – Clerk will request a meeting with the EA regarding concerns about the stream and flood defences following recent heavy rainfall. **Clerk**

8. Council Vacancies

3 Aylesford South 1 Eccles 1 Blue Bell Hill

9. Parish Office

9.1 - Minor repair undertaken in the ladies toilet and boiler serviced.

9.2 - Minor roof repair required. Roofer attending 2 May.

10. KALC Meetings – No report to this meeting.

11. TMBC/ Parish Partnership Panel Meetings – No report to this meeting.

12. Staffing Matters

12.1 – Salaries. The Clerk referred Members to the recommendation of the Staffing Committee on 24 October 2017 (ratified by FASC on 24 October and P&R 7 November 2017) that salary increases from April 2018 should be linked to NALC Guidelines for 2018/19. These have now been received with a recommended 2% increase. Members confirmed that this level of salary increase should be applied with effect from 1 April 2018. **Clerk**

12.2 – Closed Session – See confidential Closed Session Minute distributed to Members only.

13. Any Other Business/Correspondence

13.1 – **Ferryfield.** The Clerk reported that on Saturday 28 April the Maintenance Supervisor Lee Randall noticed a suspicious van leaving Ferryfield at approximately 10am. On investigation he discovered that the height barrier and bund barrier locks had been tampered with and hasps cut. Mr Randall contacted the Chairman and Mel Randall who met him on site and between them prevented any vehicles entering the site. Believing an unauthorised encampment may be imminent the Chairman contacted Tracey Crouch MP who in turn arranged with Gallaghers to supply and deliver concrete blocks across the main gates to prevent access.

The Clerk has arranged a site visit with a locksmith for advice and quote on appropriate replacement locks. Members agreed that the blocks should remain in place until the Clerk is satisfied that the site is secure as possible. Pedestrian access to the site remains with limited parking outside the gates and on the Rugby Club access road. Whilst regretting this action is necessary, Members were clear that everything possible should be done to prevent a reoccurrence of the events of last year. It is necessary to find a balance between security, expenditure and public access.

Members thanked the Chairman, Lee and Mel Randall and Tracey Crouch for their efforts on Saturday and Gallaghers for their assistance.

13.2 – **Unauthorised Encampments Consultation Paper** – A Government Consultation Paper on Unauthorised Encampments is being reviewed by the Clerk. He will report a draft response to Members at the next P&R meeting. **Clerk**

There being no further business, meeting closed at 8.24pm.