

Aylesford Parish Council

Policy and Resources Committee

Minutes of the Meeting held on 1 October 2019

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

In Attendance: Neil Harris (Clerk) and Melanie Randall (Assistant Clerk and Finance Officer)

Apologies: Councillor Base.

1. Apologies for Absence

Apologies of Absence from Councillors Base (personal commitment) was received, and the reason for absence agreed.

2. Declaration of Interests

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

3. Minutes of the Meeting held on 3 September 2019

It was **Agreed** that the Minutes of the meeting held on 3 September 2019 be approved as a correct record and signed.

4. Matters Arising from the Minutes of the meeting held on 3 September 2019

There were no matters arising.

5. Accounts for Payment

The Council considered the Payment Schedule attached to the Agenda and Councillor Shelley proposed and Councillor Mrs Gadd seconded and it was **Agreed** that 23 payments totalling £16547.26 be made.

6. **Finance Advisory Sub Committee**

The Committee received the minutes of the Finance Advisory Sub Committee held on 24 September 2019. It was **Agreed** to note the minutes of the meeting held on 24 September 2019.

Minute 6 - Section 137 Micro Grant Requests

Councillor Ms Oyewusi indicated that she had received a request for a donation from the Nigerian Community Association Kent and Medway (NCAKM) towards the cost of funding a community van to help them in their work in the community. She indicated that she wished to make a donation of £50 from her micro grant.

It was **Agreed** that a donation of £50 towards the Nigerian Community Association Kent and Medway (NCAKM) to be funded from Councillor Ms Oyewusi's micro grant be approved.

Minute 7 – Financial Risk Assessment

It was **Agreed to Recommend to Council** that the attached Financial Risk Assessment be approved.

7. **Financial Matters**

The Clerk had nothing to report to the committee.

8. **Law and Order**

The Clerk had nothing to report to the committee. The committee took the opportunity to consider the report of the Community Warden to the Council meeting and it was **Agreed** that, in future, the Community Warden report should be in writing and the Community Warden be asked to attend the Annual Meeting of the Council only.

9. **KALC**

The Committee received the report of Councillor Shelley of the meeting of KALC held on 19 September.

10. **TMBC Parish Partnership Panel**

The Committee received the report of Councillor Shelley of the meeting of the TMBC Parish Partnership Panel held on 5 September.

11. Council Vacancies

It was **Noted** that the current vacancies on the Council were as follows: -

Aylesford South - 1.

12. Unauthorised Encampments - S61 Legislation

The Clerk reported the contents of an e mail he had received from the Area Commander of Police Chief Inspector Steenhuis clarifying Kent Police's use of the S61 Legislation.

13. Public Convenience Review – Aylesford Toilets

The Committee considered the report of the Clerk setting out a proposal from TMBC where they would transfer the public conveniences in Aylesford village to the Parish Council and their offer was as follows: -

1. Freehold disposal for £1
2. Restriction on title: Land to only be used as a public convenience, no other use or development permitted. Should in future years the Parish Council decide that the public convenience facility is no longer required and that they wish to dispose of the site for an alternative use, or develop the premise for an alternative use, the restriction on the title, may be lifted by the Borough Council, subject to discussion and negotiation.
3. Legal Costs in connection with disposal; Each Party to bear their own costs.

The operational costs for the public conveniences based on TMBC figure for 2018/19 is as follows: -

- Electricity £449
- Water £1,392
- Sewerage £1,156
- Rates £936
- Cleaning costs £4340
- Total annual cost £8273

Assuming that the Council, if it decides to go ahead with the transfer, would do so from 2020/21 and a 2% annual increase in costs would mean that the annual cost of operating the public conveniences in 2020/21 would be £8607.

It was **Agreed** that the Council would take on responsibility for the public conveniences in Aylesford village on the terms detailed in the confidential minutes of this meeting.

14. Duration of Meeting

8.13pm to 8.40pm