

**AYLESFORD PARISH COUNCIL  
POLICY & RESOURCES COMMITTEE**

**TUESDAY 2 APRIL 2019  
Commenced 8.15pm**

**MINUTES**

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**Present:** Cllrs Balcombe (Chairman), Ms Dorrington, Mrs Gadd, Gledhill, Rillie, Shelley, Smith, Walker, Winnett

**In attendance:** Mr Harris, Clerk   Mrs Collier, Deputy Clerk   Mrs Randall, Finance Officer

**Apologies:** Cllrs Homewood, Wright

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**1. Declarations of Interest**

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

**2. Apologies**

Received and reasons accepted as follows: Cllrs Homewood (unwell), Wright (family commitment).

**3. Accounts for Payment**

Payment list attached at **Appendix A**. Checked and proposed by Cllr Shelley, checked and seconded Cllr Mrs Gadd and **agreed** for payment.

**4. Finance Advisory Sub Committee**

Ratification of the FASC meeting minutes held on 26 March 2019 – attached at **Appendix B**. Proposed as an accurate record of the meeting by Cllr Shelley, seconded Cllr Smith and all recommendations **agreed**.

There were no matters arising.

**5. Scout Hut Lease and Grant/Loan Application**

Clerk reported that the Transfer Deed for the purchase of the small piece of land from the Yoakley Trust has been completed. The Lease of the land as a whole to the Scouts should be completed within two weeks.

**6. Law and Order**

Cllr Balcombe reported that there will be a public meeting with Matthew Scott, Kent Police Crime Commissioner on Wednesday 10<sup>th</sup> May – 5.30pm – in the Royal British Legion Hall, Hall Road , Aylesford. This has been requested following the recent spate of crimes within the Parish.

## **7. Rugby Club/Netball League**

7.1 – Entrance road potholes – Quote to fill in - £1195 previously agreed. Clerk awaiting an updated quote for the work required now road works are complete in that area.

7.2 – Grass bund fencing between the Rugby Club entrance and the cemetery. Work completed.

7.3 – Use of Ferryfield by the Rugby Club for parking.

- Clerk to report on costs of alternative surfaces (concrete or similar) to provide a hardstanding at this access on to the field. Awaiting quotes for 1 – 2 metres of hardstanding.
- Clerk to report on progress with repairs to the bollard and its immediate surround. In hand.
- Clerk to report on considerations relating to the future hiring of Ferryfield to the Rugby Club. This will include the options of:

1. Continue with agreement to hire free of charge provided ground conditions are suitable, subject to agreement by the Club to pay all or a contribution towards the cost of the hardstanding
2. That the Council pay for the hardstanding and charge the Rugby Club an agreed fee each time it is used – a comparable rate to hire by the circus would be £100.
3. That the Council refuse any further requests from the Rugby Club to hire Ferryfield for parking.

It was **agreed** that a decision on how to proceed with this would be deferred until the costs of hardstanding installation are received.

## **8. Flood Defences**

Following on from the presentation by the Environment Agency and TMBC at ESC on 22 January 2019, TMBC have now advised the Clerk that a Community Flood Plan Exercise will be held in Aylesford village, proposed date Thursday 23 May. Staff and Councillors will need to be involved in this event.

## **9. Council Vacancies**

3 Aylesford South    1 Blue Bell Hill    1 Walderslade.

## **10. KALC**

10.1 - Community Awards Scheme 2019. Presentation to be made to Archie Mitchell at 7pm prior to Parish Annual Meeting on 21 May 2019. Archie has confirmed attendance.

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

No report to this meeting.

## 12. Noticeboard Review

Replacement programme for the 9 wooden boards to commence with Robin Hood Lane (sited in the dip). It was **agreed** that at the present time noticeboards would not be replaced but that a in house programme of painting and cleaning would be drawn up by the Clerk for the Autumn. **Clerk**

## 13. Parish Council Public Relations

Clerk reported on progress with regard to social media and works to Parish website and potential facebook page. The Parish website now contains a direct 'contact us' link which has already been used by members of the public. Facebook page set up is in progress.

Bctec (Parish Council IT support company) will set up a direct link between the website and facebook page so that information placed by the office on the website automatically appears on the facebook page as well – set up cost £250. Proposed for acceptance Cllr Balcombe, seconded Cllr Mrs Gadd. **Agreed Clerk**

Also on the website Bctec will set up an option whereby members of the public approve the Parish Council to notify them about what is happening in their area – set up cost £375. Proposed for acceptance Cllr Balcombe, seconded Cllr Walker. **Agreed Clerk**

## 14. IT Equipment and Software

Clerk reported on potential software update and requested authority to upgrade the Clerk and Finance Officer's computers to Office 2019 – cost £209 each – total £418. **Agreed Clerk**

## 15. 2<sup>nd</sup> May 2019 Parish Council Elections

Closing date for nomination papers to TMBC completed and returned with two proposers – 3rd April. Clerk delivered to TMBC any papers passed to him for checking and delivery on 1<sup>st</sup> April.

## 16. Any Other Business/Correspondence

16.1 – Reminder that the **Annual Meetings** will take place on 21 May. Committee Chairman reports should be with the Parish Office by 14 May. Nomination forms for Chairman, Vice Chairman and Committee Membership will come out after the election date.

### 16.2 – Vote of Thanks – Janet Collier

As it was her last meeting before leaving the Council on 10 April, the Chairman formally acknowledged with thanks the work by Janet for the Council over the last 29 years including three stints as Acting Clerk. Her knowledge and efforts will be missed. It was **agreed** a formal vote of thanks be given to Janet.

There being no further business, meeting closed at 8.30pm.