

Aylesford Parish Council

Policy and Resources Committee

Minutes of the Virtual Meeting held via Zoom link on 3 November 2020

Present: Councillor Balcombe (Chairman) and Councillors Base, Mrs Gadd, Gledhill, Ludlow, Ms Oyewusi, Rillie, Shelley, Sullivan and Walker.

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

Apologies: Councillors Ms Dorrington, Hammond, Smith, and Williams.

1. Apologies for Absence

Apologies of Absence from Councillors Ms Dorrington (personal commitment), Hammond (TMBC meeting), Smith (personal commitment), and Williams (TMBC meeting) were received, and the reasons 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 6 October 2020

It was **Agreed** that the Minutes of the meeting held on 6 October 2020 be approved as a correct record and signed.

4. 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 49 payments totalling £18551.11 be made.

5. Law and Order - CCTV in High Street, Aylesford

The Clerk reported at the last meeting that two quotes had been obtained for the provision of CCTV in the High Street, Aylesford. These quotes varied from approximately £9300 to £10700 and included for the provision of a new laptop and an estimate of the cost of

installation. At that meeting it was agreed that consideration of the installation of a CCTV camera in the High Street, Aylesford be deferred until all the local members were present at the meeting. The Clerk indicated that he was now looking at other options relating to CCTV which could reduce the cost. The Company offering this new option are in the process of obtaining a demo camera which they would be placing at their office but it would be possible to access it to see the quality of the picture. The camera was not yet in place but once it has been positioned and its quality ascertained the Clerk would report back to the Committee.

6. KALC

The Clerk reported that the 2020 KALC AGM would be held on 28 November using Zoom. The Council can send 2 representatives to this meeting. It was **Agreed** that Councillor Shelley would represent the Council.

7. TMBC Parish Partnership Panel

There had been no meeting of the Panel since the last meeting of the Committee.

8. Council Vacancies

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

Aylesford South - 1.

9. Public Convenience Review – Aylesford Toilets

The Committee considered the report of the Clerk attached to the Agenda. Following a detailed discussion, it was **Agreed** that

- (1) That the Clerk seek from TMBC an explanation for their change of mind as detailed in their response following their encouragement earlier in the year to seek additional funding via a community use agreement because of the Councils special circumstances whereby the Council leases the land to TMBC and if necessary that the Council would be happy to hold a virtual meeting with TMBC to discuss this.
- (2) The Councillors Balcombe and Sullivan together with the Clerk represent the Council at the above meeting
- (3) That the Clerk also enquire of TMBC the details of the capital infrastructure works they intend to undertake to bring the toilets up to standard before any handover.
- (4) That the Clerk seek from TMBC the specification relating to the operation of the public conveniences in Aylesford village including the opening and closing arrangements and the cleaning schedule etc.
- (5) That the Clerk identify potential companies who could undertake the cleaning and the opening/closing with a view to seeking quotes if the Council agrees to go ahead and also on receipt of the specification.

10. Review of Council Noticeboards, Map Boards and Seats

The Clerk reported that following the decision to replace 8 existing Noticeboards with new Aluminium noticeboards similar in size to the current noticeboards, three quotations were sought and the following prices received:-

Fitzpatrick Woolmer - £10428

Greenbarnes – £5513.88

Townscape - £11974.25

Members felt that before making a final decision that they would wish to see a picture of the proposed notice board from each company and also to be informed of what colours were available so that each ward could choose their own colour. It was **Agreed** that the Clerk would bring all this information including the details of size and material to the Council meeting on 17 November for a final decision.

11. Financial Risk Assessment

The Committee considered the Financial Risk Assessment submitted by the Clerk. The committee considered what would happen to the Bank payments if either of the 2 officers were away on leave. It was **Agreed** that the Vice Chairman of the Council be authorised to approve any payment through the Bank in the absence of any of the Officers. It was **Further Agreed** that the Financial Risk Assessment, amended as appropriate to reflect the above decision be recommended to Council.

12. Cambridge and Counties Bank - Savings Bond

The Clerk reported that the Council's 2-year bond with the Cambridge and Counties Bank in the sum of £42,500 has just matured and they were offering the Council the option of opening a new bond of either 1 year, 2 years and 5 years with rates of 1.15%, 1.2%, and 1.4%. It was suggested that with the possible need for access to these funds that on this occasion a 1-year bond is agreed. In addition, the Council's 1-year bond for the same sum as above will mature in November and it was suggested that a new 1-year bond was also agreed for this sum. It was **Agreed** that £42500 from both the Savings Bonds highlighted above be transferred to a 1 Year Savings Bond as set out above.

13. Home-Start South West Kent – Request for Financial Support

The Clerk reported that Home-Start South West Kent were a local charity that supports families with young children who live in Tonbridge and Malling, Tunbridge Wells and Sevenoaks. They have informed the Council that they have supported a family in Aylesford and a family in Eccles over the last few months. They have stated that even before the Covid-19 pandemic they were one of the very few services available to parents who were struggling to cope, and they have stated that they were needed now more than ever as parent and child activities have had to close, and fewer statutory services were available to offer support. They have asked the Council for some financial

support as it costs approximately £1,300 to support a family and they have indicated that they would be grateful for any contribution that the Council felt able to make. Back in 2017 the Council made a donation of £120 towards this Charity. It was **Agreed** that the Council make a donation of £300 to Home Start South West Kent.

14. Aylesford FC Wildcats – Request for Micro Grant Support

The Clerk reported that Aylesford FC have established a new Group called the Wildcats which is a group set up to support young and new girl players as they get to know football. The Club would wish to provide these youngsters new to football with a training top/jacket. The Club was wondering if the Council would support this idea with an allocation of micro grant up to the sum of £200-300. It was **Agreed** that a contribution of £300 be made to the Aylesford FC Wildcats to provide their Members with a training top/jacket to be funded jointly from the Micro Grants of Councillors Balcombe, Base, Mrs Gadd, Gledhill, Rillie, Sullivan, Walker and Wright.

15. Development Proposal for Land East of Hermitage Lane

The Clerk reported that Croudace Homes have sent the Council a copy of a community newsletter it has sent out to local residents regarding their proposals for development of up to 330 dwellings at land on the east of Hermitage Lane just south of Barming Station. A copy of that newsletter was attached to the Agenda. Croudace Homes asked that this be brought to Members attention and that if you had any questions or wish to discuss it further to get in touch. It was **Agreed** that the Clerk, in consultation with the Chairman, be given delegated authority to respond to Croudace Homes indicating the Council's strong objection to their proposed development because of over development along Hermitage Lane and the lack of infrastructure in the area but that any comments should not be detailed.

16. Panattoni Planning Application

The Chairman reported that he had met recently with Ditton and East Malling and Larkfield Parish Councils to discuss a joint approach in response to the planning application submitted by Panattoni for employment development at the old Aylesford Newsprint site. The Council would submit its response based on the agreed notes of the meeting.

17. Duration of Meeting

7.30pm to 8.45pm