

AYLESFORD PARISH COUNCIL
POLICY & RESOURCES COMMITTEE

TUESDAY 4 APRIL 2017
Commenced 8.20pm
MINUTES

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Present: Cllrs Balcombe (Chairman), Elvy, Mrs Gadd, Gledhill, Mrs Phibbs, Rillie, Shelley, Walker, Winnett, Wright

In attendance: Mr Harris, Clerk

Apologies: Cllrs Base, Ms Dorrington, Jones, and Smith

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1. Declarations of Interest – There were no declarations of interest addition to those contained in the Register of Members' Interests.

2. Apologies - Noted and reasons accepted as follows:

Cllrs Base (holiday), Ms Dorrington, Jones (work commitment), and Smith.

3. Finance Advisory Sub Committee

Minutes of meeting held on 28 March 2017 – Attached at **Appendix A**. Proposed by Cllr Shelley, seconded Cllr Elvy as accurate and recommendations including the following relating to the change in Bank to Metro Bank were **agreed**.

METRO BANK

1. That the Council set up an account with the Metro Bank as a replacement for its current account with NatWest.
2. That the account with Metro Bank should be set up with Dual Authorisation for online banking with the Clerk, Neil Harris, and the Finance Officer, Melanie Randall being the duly authorised officers.
3. That in respect of cash being withdrawn by the Council from the account for sums of £100 or under only one of the duly authorised Officers above or two signators below would be sufficient for such authorisation and for sums above £100 to be authorised two of the officers above or signators below will be required to sign.

4. That the Council's signatories to the account be the two Council Officers set out in 2 above together with the following:-
Chairman of the Council (Councillor John Balcombe) and Councillors Denis Elvy, Joyce Gadd, Roger Gledhill and Tom Shelley.

4. Accounts for Payment

Payment list attached at **Appendix B**. 22 payments totalling £37812.09 were checked and proposed for payment by Cllr Mrs Gadd, checked and seconded by Cllr Elvy and **agreed**.

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

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

7. Flood Defences – No report to this meeting.

8. Council Vacancies - 3 Aylesford South.

9. Parish Office - No report to this meeting.

10. Banners on Forstal Road Recreation Ground Fence - Clerk submitted a draft policy for the placing of banners on the Forstal Road recreation ground fence and the following was agreed:-

FORSTAL ROAD BANNER POLICY

With Effect from May 2017

Due to the increasing number of requests, the standard of banners, wear and tear on the fence and the general appearance of the entrance to the community centre/parish office, the policy for agreement to organisations having banners needs to be addressed.

The area of the fence to be used for the banners is from the gate to the first lamp post and there will be a maximum of 6 banners permitted of which no more than 3 can be a permanent commercial banner. Permanent commercial banners are banners for commercial premises in Aylesford village or for which the activity is in the village or on the Forstal Road recreation ground. The remaining 3 banner sites will be for community/charity events or monthly/annual/one off commercial events.

All banners must be approved by the Clerk before installation. Applications will be considered based on space available and with the following criteria:

1. Permanent commercial banners will be charged £100 per year effective from 1 May 2017. Annual invoices will be issued. If these spaces are not taken up they will remain vacant and will not be used by other users.
2. Permanent banners for community/charity organisations with weekly events in the Aylesford area will be considered individually for free banner installation.

3. Banners for events held monthly in the Aylesford area may be put up one week before and must be removed immediately after each event.
4. Banners for annual or one off Aylesford events may be put up two weeks before the event and removed immediately afterwards.
5. Any banner deemed by the Parish Council to be in a poor condition will be removed and the organisation informed.
6. Any banner erected without Parish Council permission or installed beyond its agreed time allocation will be removed and the organisation informed.

11. Defibrillator – Location

The Clerk reported that the Defibrillator had been received and requested that the committee give consideration to its location.

The Committee suggested that the RBLI be approached to see if they would wish to have it located at the Base Camp. **Clerk**

12. Any Other Business/Correspondence

12.1 – Aylesford Scout Group

The Clerk reported that the Aylesford Scout Group were asking permission to hold a cake stall on the day of Charlie Girling's 13th birthday on Thursday 27 April in the Old Bridge Gardens. Permission for this event was **agreed**. **Clerk**

There being no further business, meeting closed at 8.40pm.