

ANNUAL MEETING OF THE COUNCIL
held at Aylesford Village Community Centre

TUESDAY 21 MAY 2013

MINUTES

Present: Cllrs Elvy, Mrs Gadd, Gledhill, Green, Homewood, Rillie, Smith, Tiller, Winnett

In attendance: Mrs Collier, Acting Clerk

Others: 2 Members of the Public
PCSOs Wilson and
Borough Cllr Smith

Apologies: Cllrs Ms Hurley, Balcombe, Mrs Brooks, Base, Wright
Borough Cllrs Dalton, Davis, Sullivan

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AGENDA ITEM 1 - Declarations of Interest additional to those contained in the Registry of Members' Interests

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

AGENDA ITEM 2 - Apologies for absence – Noted.

AGENDA ITEM 3 - Election of Chairman of Council: Declaration of Acceptance of Office

2. Cllr Gledhill was proposed by Cllrs Mrs Gadd and Ms Hurley, seconded by Cllrs Balcombe. Cllr Gledhill was elected unanimously and made his Declaration of Acceptance of Office.

Cllr Gledhill thanked Members and stated that he had enjoyed his first year and looked forward to carrying the work of the Parish Council onwards and upwards with their assistance and that of the staff whom together formed an excellent team. He thanked Members for their support during his first year as Chairman, in particular the Vice Chairman Cllr Green.

AGENDA ITEM 4 - Election of Vice-Chairman of Council

3. Cllr Green was proposed by Cllrs Mrs Gadd, seconded by Cllr Balcombe and unanimously elected. Cllr Green thanked Members for their on going support.

AGENDA ITEM 5 - To confirm as a correct record the Minutes of the Council Meeting held on 16 April 2013

It was proposed by Cllr Gledhill, seconded Cllr Elvy that these minutes be accepted as a true record of the meeting. **AGREED**

AGENDA ITEM 6 - Matters Arising from the previous minutes (including those which required Members' action)

There were no matters arising.

AGENDA ITEM 7 - Chairman's Announcements

7.1 – Andrew Flindell

Andrew's funeral is to be held on Friday 7 June, 3.00pm at the Blue Bell Hill Crematorium. All welcome. Family flowers only. The Parish Council is to fund a defibrillator for the Aylesford Rugby Club in Andrew's memory as a keen rugby supporter. There is a personal collection for the family's chosen charity, the British Heart Foundation, which Janet is co-ordinating for those who would like to contribute.

AGENDA ITEM 8 – Adjournment of the meeting to allow for public participation

There was no public participation and the meeting was reopened.

AGENDA ITEM 9 – Law and Order in the Parish

9.1 – Roxane and Tony (PCSOs) spoke to their report distributed to all Members and attached at **Appendix A** to the bound minutes. They added the following additional report:

Over the last few days three sat navs have been stolen from cars parked in the Blue Bell Hill area. Roxane emphasised the need to remove or hide this type of item when leaving a car.

All villages seem to be suffering from increased quad bike off roading. The Valley of Visions PCSO has had some success in apprehending drivers and issuing Section 59 warnings in the Eccles/Burham area.

Three vehicles in Bull Lane recently had their rear windows smashed overnight. PCSOs will follow up with one local resident who saw two men acting suspiciously late at night.

Youths are gathering regularly with their vehicles in Upper Mills Road. Regular patrols are taking place.

9.2 – Community Warden David Leipnik has been seconded to Kent Highways office for a period of three months. Ditton Warden John Newton's area will be extended during this time to cover Aylesford, Wouldham, Burham and Eccles.

9.3 – Members congratulated Roxane and sent their best wishes on her forthcoming marriage.

The Chairman thanked Roxane and Tony for their attendance and reports.

AGENDA ITEM 10 – To receive the observations of the County Councillor

Cllr Homewood was congratulated on his re-election and appointment as Vice Chairman of KCC.

Cllr Homewood advised that reorganisations are taking place within KCC following the elections but should get back to work within the next two or three weeks. Meanwhile he has been allocated new Member Grant funding for local projects and invited applications from the Parish Council and other local bodies.

AGENDA ITEM 11 – To receive the observations of the Borough Councillors

Cllr Dave Smith (Aylesford)

11.1 – Dave reported that anti social behaviour around the Premier Parade has calmed down thanks to regular police and PCSO patrolling. Identification of culprits was assisted by the success of the youth club which now has 150 members.

11.2 – Dave was pleased to report that finally the double yellow lining has been installed at Beddow Way.

11.3 – Dave has asked the police to investigate the apparent overnight parking/sleeping by an occupant in a van in the TMBC village car park.

Members congratulated Dave on recently becoming a grandfather and thanked him for his attendance and report.

Cllrs Dave Davis and Roger Dalton (Eccles)

Apologies received – written report distributed to Members and attached at **Appendix B** to the bound minutes.

AGENDA ITEM 12 - **Committee Reports/Minutes: to consider and adopt; to deal with any matters arising**

12. **Policy & Resources – 7 May 2013**

12.1 - It was proposed by Cllr Gledhill, seconded Cllr Elvy that these minutes be accepted as a true record of the meeting **AGREED**

Matters Arising:

12.2 – Page 1, 3.1 – Rugby Club Defibrillator – Cllr Mrs Gadd confirmed that she had made an informal enquiry to the Rugby Club regarding the donation of a defibrillator in memory of Andrew Flindell and this had been welcomed. It was proposed by Cllr Gledhill, seconded Cllr Green, that the Parish Council now formally write to the Rugby Club stating that they would like to buy the appropriate machine and present it to the Club. **JAC**

12.3 – Page 1/2 – 3.1 and FASC 23 April 2013 item 3 - Hall Grants. It was clarified that as the policy was now to support 7 halls in the parish (AVCC, Brassey Centre, Eccles Church Hall, St Albans Church Hall, Blue Bell Hill Village Hall, Walderslade Baptist Church and Tunbury Hall) with a grant allocation of £2000 each in 2013/14, this would be a budget requirement of £14,000 not £12,000. This was **agreed**.

12.4 – Page 2, 4. Accounts for Payment

Paperwork for the following delayed payments has now been located and cheques are on the list for payment tonight (see 17.2 below):

009613 Heart of Kent Hospice £150
009614 Try Angle Awards (payable to Maidstone Association of Youth) £50
009616 Kenward Trust £100
009618 St Albans £1057.26

Payment of the following delayed payments has now been cancelled:

009615 Aylesford Bull Rugby Club
009617 Brasseley Trust
009619 St Peters School Nursery

12.5 – Page 2, 7. Eccles Car Park – Council solicitor has advised that he is awaiting notification from Trenport solicitors of their likely costs for which APC will be responsible. Shirley Boards is aware of situation and our solicitor will pursue a response.

12.6 – Page 3, 14 Easement for SE Water at Tunbury Recreation Ground

Draft deed of easement received. APC solicitor recommends seeking views of Tunbury Hall. Acting Clerk will discuss with Cllr Wright on his return from holiday.
JAC/MW

12.7 – Page 4, Staffing Arrangements

Members thanked Janet for her efforts over the past two weeks to ensure the work of the Council continued and progressed. Thanks were also expressed to Michelle, Lee and Wally who have assisted her.

Extra hours for Janet and Michelle are working out at approximately 7 and 5 per week respectively. It was **agreed** these should continue for the foreseeable future.

Staffing Committee (appointed at 16.1 below – Cllrs Gledhill, Mrs Gadd, Green, Balcombe and Elvy) will meet as soon as possible.

Janet has consulted with Friends Provident and Andrew's wife regarding his pension plan. Mrs Flindell will deal with this claim, seeking the assistance of the Council if required.

Andrew's salary for May has been paid into their joint bank account together with a payment in respect of 7 days accrued holiday entitlement.

13. Environment Services – 23 April 2013

13.1 - It was proposed by Cllr Tiller, seconded Cllr Smith that these minutes be accepted as a true record of the meeting.
AGREED

Matters Arising/Other ES matters

13.2 – Page 2, 3. Blue Bell Hill Highway Matters – BBH recreation ground entrance

Cllr Smith reported that despite double yellow lining vehicles are continuing to park on the entrance road to the BBH recreation ground causing an obstruction. Cllr Homewood agreed to investigate why these parking restrictions are not being enforced.

13.3 – Page 2, 4. Aylesford Highway Matters – Old Bridge Lighting

Janet reported that the quotation has now been received and is available in the Parish Office if Members wished to study it before the next ESC meeting.

13.4 – Page 3. 8.2 – Tunbury Hall car park – Sign has been lowered to eye level. Cllr Wright to be asked if this is acceptable. **MW**

13.5 – Page 3. 3. Ferryfield

Request from Forrests Funfair to visit 10 – 18 June. Appropriate forms and deposit have been received. **AGREED JAC**

13.6 – Page 3. 4.3 – Forstal Road recreation ground trench work. Quotation received, very expensive. Janet has discussed with Kent Turf Care and the Football Club the suggestion of lesser works to fill in the most serious dents. Quotation to be sought. No work will take place this year and any work agreed would require pitch 3 to be taken out of play mid April.

13.7 – Page 5. 17.2 – BBH Christmas lights. Testing with completely new lights is taking place and appears to be successful. Report from Gala Lights is awaited.

14. **Planning – 7 May 2013**

It was proposed by Cllr Elvy, seconded Cllr Mrs Gadd that these minutes be accepted as a true record of the meeting. There were no matters arising. **AGREED**

AGENDA ITEM 13 – **Council Vacancies**

15. Aylesford South – 3 Walderslade – 2 Eccles - 1. Noted. It was **agreed** to advertise these vacancies again on parish noticeboards, web site and KM column.

AGENDA ITEM 14 - **To appoint representatives to Outside Bodies**

AGENDA ITEM 15 - **Appointments to Standing Committees**

AGENDA ITEM 16 - **Appointments to ad hoc committees**

Acting Clerk will complete these membership lists for agreement at P&R on 4 June 2013. **JAC**

16.1 - It was confirmed that the Staffing Committee will consist of Cllrs Gledhill, Elvy, Green, Mrs Gadd and Balcombe who will arrange a meeting to consider the staffing situation as soon as possible.

AGENDA ITEM 17 - **Accounts for Payment**

17.1 – The written request from St Peters Nursery for a donation towards the purchase of a UV shade has now been located. There had been some confusion regarding VAT and it was now **agreed** to cancel cheque 009619 and make a donation of £200 to the Nursery to enable them to purchase the shade themselves. Cheque 009628 was therefore authorised.

17.2 - Cheque list attached at **Appendix C** to these minutes. 17 payments totalling £10860.72 were proposed for payment by Cllr Gledhill, seconded Cllr Elvy.

AGREED

AGENDA ITEM 18 - **To consider any other items of correspondence – available in the Parish Office and Any Other Business**

18.1 - CPRE – Improved Travel Choices information and Kent Voice magazine

18.2 – Correspondence from Mr Scott of Kits Coty, Canada re proposed visit and photograph presentation in August 2013 – Cllr Homewood stated he would be willing to host this visit. Janet to liaise with Mr Scott and Cllr Homewood. **JAC**

AGENDA ITEM 19 - **Chairman to move that: ‘The press and public be excluded from the remainder of the meeting as publicity for any confidential aspects of the business identified in agenda items 1 – 18 above would be likely to prejudice the public interest.’**

Not required

AGENDA ITEM 20 - **Closure of the meeting** - There being no further business, meeting closed at 8.32pm.