



# Aylesford Parish Council

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## To All Members of the Policy and Resources Committee

### Agenda for the Meeting of the Policy and Resources Committee to be held on Tuesday 2 February 2021 via a Zoom meeting link

<https://us02web.zoom.us/j/85280809287> commencing at 7.30pm.

## Agenda

1. **Declarations of Interest**
2. **Apologies for Absence**
3. **Minutes of the Meeting held on 5 January 2021**
4. **Accounts for Payment**

The Payment Schedule is attached to the Agenda

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

The Council is still awaiting confirmation from Q-Tec who are offering a new cheaper option about the demo camera which they would be placing at their office. It will be possible for the Council to access this camera to see the quality of the picture. .

6. **KALC**
7. **TMBC/ Parish Partnership Panel Meeting**

8. **Council Vacancies**

The Current Vacancies are

1 Aylesford South

## **9. Public Convenience Review – Aylesford Toilets**

The Clerk will update the Committee at the meeting.

## **10. Appointment of Internal Auditor 2021/22 and Fees**

The Council must appoint an Internal Auditor for each financial year. Kent County Council has acted as the Council's Internal Auditor for many years and have provided an effective and satisfactory audit during that time. The KCC audit process provides for 2 visits a year and they are proposing a charge of £502.50 per visit a total of £1005 per year. This is an increase of 1.5% on last year. Members should consider the appointment of KCC Internal Audit as the Council's Internal Auditor for the financial year 2021/22.

## **11. Internal Audit Report**

A copy of the Internal Audit report is attached to the Agenda.

## **12. Notice Boards**

Greenbarnes have informed the Council that it expects to deliver the Notice Boards to the Council on the week beginning 15 February.

## **13. Rugby Club Lease**

The Council has received a request from Aylesford Bulls Rugby Club to renew their lease so that it starts again with a 99-year lease period. They are making this request because a full 99-year lease will help them and the Netball League to secure funding for their extension plans and obtain grant funding to make this achievable. During the Pandemic the Rugby Club as a business have suffered making significant losses due to the loss in revenue during this period. They have asked the Council for support in funding any legal costs incurred in extending the lease. The Council's own legal costs for the extension would be approximately £620 so one would assume the Rugby Club's would be similar though they have given the Council no estimate of cost. However, with the change being only a revision to 99 years consideration could be given to using just the firm of Solicitors thereby saving costs for both parties. Members are therefore being asked if they would be happy to extend the lease back to the original 99 years and that they would be happy to support the Rugby Club by funding their legal costs.

## **14. Ferryfield and Cemetery Gates Opening and Closing Arrangements**

The Council has received a request from the current gatekeeper for the Ferryfield and Cemetery gates that the Council review the payment made for the opening and closing of these Gates. The current rate is £7 per day and has been for the last 2 years. If Members were minded to increase the rate the annual financial impact for the Council would be £365 for £1 increase and £187.50 for a 50p increase.

## **15. CPRE Membership**

The Council has been a member of the CPRE for aa number of years and the annual renewal of the Council's membership has come forward. The annual Membership fee is £50.

## **16. Any Other Business/Correspondence**

**Neil Harris**  
**Clerk to the Council**

**Date: 28 January 2021**