

# ANNUAL MEETING OF THE COUNCIL

held at Aylesford Football Club Pavilion on

## Tuesday 17 May 2016

**Present:** Cllrs Balcombe, Mrs Brooks, Ms Dorrington, Mrs Gadd, Gledhill, Homewood, Jones, Rillie, Shelley, Winnett, Wright

**In attendance:** Mr Harris, Clerk Mrs Collier, Deputy Clerk

**Others:** 3 Members of the Public

**Apologies:** Cllrs Base, Elvy, Hammond, Smith and Walker  
Borough Councillors Mrs Hall and Sullivan

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

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

### AGENDA ITEM 2 - **Apologies for absence**

2.1 Cllrs Base, Hammond, Walker, Borough Councillors Mrs Hall and Sullivan – TMBC meeting; Cllr Elvy – personal matter; Cllr Smith – holiday.  
Apologies and the reasons for their absence were noted and accepted.

### AGENDA ITEM 3 – **Co-option to the Council and Declaration of Acceptance**

3.1 The recommendation of the Policy and Resources committee that Mr Colin Jones be co-opted on to the council as a Councillor for the Eccles Ward be agreed.

Following the agreement to his co-option Cllr Jones made his Declaration of Acceptance of Office before the Clerk.

### AGENDA ITEM 4 - **Election of Chairman of Council: Declaration of Acceptance of Office**

4. Cllr John Balcombe was proposed as Chairman by Cllr Elvy, seconded Cllr Mrs Gadd. Cllr Balcombe accepted the nomination with thanks and was unanimously elected.

Cllr Balcombe made his Declaration of Acceptance of Office before the Clerk.

## AGENDA ITEM 5 - **Election of Vice-Chairman of Council**

5. Cllr Thomas Shelley was proposed as Vice Chairman by Cllr Wright, seconded Cllr Elvy. Cllr Shelley accepted the nomination with thanks and was unanimously elected.

## AGENDA ITEM 6 - **Casual Vacancies**

6. Current Vacancies stand at Aylesford South 3.

## AGENDA ITEM 7 - **To confirm as a correct record the Minutes of the Council Meeting held on 15 March 2016**

7. These Minutes were proposed as a correct record of the meeting by Cllr Wright, seconded Cllr Mrs Gadd and actions included to be accepted. **AGREED**

## AGENDA ITEM 8 - **Matters Arising from the previous minutes (including those which required Members' action)**

8. There were no Matters Arising.

## AGENDA ITEM 9 - **Chairman's Announcements**

9 There were no Chairman's announcements.

## AGENDA ITEM 10 - **Adjournment of the meeting to allow for public participation (subject to the limitations of Standing Order 29 d)**

10.1 Mr Nick Bestwick asked a question of the Council relating to the Aylesford village car parks and whether the Council was aware if TMBC were going to introduce charging and what would be the response of the Parish Council?

The Clerk replied that the Council was not aware of any proposal by TMBC to introduce charging in the village car parks. If any proposal came forward the Council would look at it on the basis of putting local residents first.

10.2 Mr Bestwick also asked whether the council would extend the consultation on the village square scheme beyond those directly adjacent to the square. The Council gave the assurance that other residents in the centre of the village would be consulted on the proposed scheme.

## AGENDA ITEM 11 - **Law and Order in the Parish**

11. The report from PCSO Iantosca was distributed to all Members and attached at **Appendix A** to the bound copy of these Minutes.

## AGENDA ITEM 12 - **To receive the observations of the County Councillor**

12. County Cllr Homewood informed the Council that it was hoped that work would commence on the Eccles crossing in Bull Lane in August and a number of cases he was dealing with in the Parish.

## AGENDA ITEM 13 - **To receive the observations of the Borough Councillors**

13. Apologies due to a TMBC meeting have been received from all Borough Councillors.

**AGENDA ITEM 14 - Committee Reports/Minutes: to consider and adopt; to deal with any matters arising**

**14.1 - Policy and Resources – 5 April 2016**

Proposed by Cllr Gledhill, seconded Cllr Mrs Gadd as an accurate record of the meeting and actions included to be accepted. **AGREED**

There were no matters arising.

**14.2 – Policy and Resources - 5 May 2016**

Proposed by Cllr Gledhill, seconded Cllr Wright as an accurate record of the meeting and actions included to be accepted. **AGREED**

There were no matters arising other than an update on the latest position regarding the surfacing of the “gap” between the Rugby Club and the Ferryfield and the replacement of the small van which would be reported in more detail at the next meeting of the committee.

**14.3 - Environment Services – 22 March 2016**

Proposed by Cllr Mrs Gadd, seconded Cllr Winnett as an accurate record of the meeting and actions included to be accepted. **AGREED**

There were no matters arising.

**14.4 – Environmental Services - 26 April 2016**

Proposed by Cllr Mrs Gadd, seconded Cllr Wright as an accurate record of the meeting and actions included to be accepted. **AGREED**

There were no matters arising

**14.5 - Planning – 5 April 2016**

Proposed by Cllr Wright, seconded Cllr Mrs Gadd as an accurate record of the meeting and actions included to be accepted. **AGREED**

There were no matters arising.

**13.5 – Planning - 3 May 2016**

Proposed by Cllr Wright, seconded Cllr Rillie as an accurate record of the meeting and actions included to be accepted. **AGREED**

Matters Arising

3.9. TM/16/00931 20 Roman Close, Blue Bell Hill – Fell 2 oaks, work to 2 others and fell 1 sycamore - The Clerk reported that further information had been

received from TMBC re this application for which a response was required by tomorrow. The Council agreed to maintain its objection to this application. **AGREED.**

#### AGENDA ITEM 15 - **To appoint representatives to Outside Bodies**

15 That, subject to the Clerk clarifying the position in respect of St Marks Primary School and other appropriate bodies, the following appointments be made to outside bodies:-

Aylesford Village Community Centre – Vacancy  
Blue Bell Hill Village hall – Vacancy  
KALC – Cllr Balcombe  
TMBC Parish Partnership – Cllr Balcombe  
Tree Warden – Anne Rillie (co-opted), Cllr Shelley  
Bushy Wood – Cllrs Balcombe and Gledhill  
Rochester Airport – Nigel Tiller (co-opted), Cllr Shelley  
Three Villages liaison (E/B/W) – Eccles Ward members  
Crime Prevention Panel – Cllrs Gledhill and Shelley  
United Charities of Burham – Cllr Smith  
TMBC Joint Standards Committee – Cllr Elvy  
Kent Community Rail Group – Mr Day (co-opted)  
KRCC – Cllr Shelley  
St Marks Primary School – Cllr Gledhill

#### AGENDA ITEM 16 - Appointments **to Standing Committees**

It was agreed that the Clerk be authorised to finalise the appointments to the Council's standing committees, including determining which of the Borough Councillors would be the excepted member on the Planning Committee, and submit the appointments to Policy and Resources Committee on 2 June 2015 for final ratification.

#### AGENDA ITEM 17 - **Appointments to ad hoc committees**

It was agreed that only the following ad hoc committees and the membership detailed below would be appointed and that the other ad hoc committees would be disbanded:-

Sandpit Liaison Group – Cllrs Balcombe, Ms Dorrington, Rillie and Walker  
Staffing Committee – Cllrs Balcombe, Ms Dorrington, Elvy, Mrs Gadd, Gledhill and Walker  
Rugby/Netball Group – Cllrs Balcombe, Ms Dorrington, Mrs Gadd, Gledhill and Walker

#### AGENDA ITEM 18 - **Accounts for Payment**

18.1 - Payment list distributed to all Members and attached at **Appendix B** to these minutes.

25 payments totalling £11,298.66 were checked and proposed for payment by Cllr Mrs Gadd, seconded Cllr Gledhill. **AGREED**

**AGENDA ITEM 19 – Annual Return 2015/16 including the Annual Governance Statement and Annual Accounts**

The Annual Return for 2015/16 Sections 1 and 2 and the Annual Internal Audit Report for 2015/16 were submitted to all Members of the Council and are attached at Appendix C to these Minutes.

The Council considered the Annual Governance Statement first and were able to answer Yes to all questions except question 9 which was not applicable. The Council then agreed that as their response to the External Auditor. **AGREED**

The Council then Considered Section 2 Accounting statements for 2015/16 and approved these for submission to the External Auditor. **AGREED**

**AGENDA ITEM 20 - To consider any other items of correspondence/Any Other Business**

There were no other items of correspondence or business.

**AGENDA ITEM 21 - 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 – 19 above would be likely to prejudice the public interest.’**

There were no confidential items of business this evening.

**AGENDA ITEM 22 - Closure of the meeting**

There being no further items of business, meeting closed at 8.33pm.