

# Aylesford Parish Council

## Policy & Resources Committee

### Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on Tuesday 3 September 2024

**Present:** Councillor Sullivan (Chairman) and Councillors, Balcombe, Chapman, Craig, Ms Dorrington, Mrs Eves, Fuller, Mrs Gadd, Ludlow, Rillie, Sharp, Shelley, Smith and Walker.

Melanie Randall (Clerk of the Council)

\*\*\*\*\*

#### 1. Apologies for Absence

Apologies for Absence from Councillor Mrs Birkbeck, Mrs Ogun and Ms Oyewusi. were received, and the reason for absence agreed.

#### 2. Declarations of Interest

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

#### 3. Minutes of the last meeting held on 6 August 2024

It was **Agreed** that the Minutes from the meeting held on 6 August 2024 be approved as a correct record and be signed.

#### 4. Any Matters Arising from the last Minutes

There were no Matters Arising

#### 5. Accounts for Payment

The Council considered the Payment Schedule attached to the Agenda and Councillor Balcombe proposed and Councillor Craig Seconded and it was **Resolved** that 26 payments totalling £14,249.57 be made.

#### 6. Finance Advisory Sub Committee

It was Agreed to note the minutes of the meeting held on 6 August 2024.

#### 7. KALC

There was no update.

## **8. TMBC/Parish Partnership Panel Meeting**

Councillor Shelley gave a verbal update from the recent meeting held on 29 August 2024.

**Noted**

## **9. Council Vacancies**

There is one vacancy for Eccles Ward.

**Noted**

## **10. Any Other Correspondence**

The Chairman announced that there had been a staffing restructure as it had become apparent there was insufficient work for the existing admin team. This has resulted in one of the part time Administration Assistants leaving the Council.

The Chairman also informed the members that for those that didn't know the Maintenance Supervisor had been off sick for 8 weeks, with periods of hospitalisation. He came back to work on the 27 August 2024 and is on phased return working mornings only and only carrying out light duties.

## **11. Duration of Meeting**

8:28pm to 8:37pm