

Aylesford Parish Council

Policy & Resources Committee

Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on Tuesday 7 February 2023

Present: Councillors Sullivan (Chairman), Balcombe, Ms Dorrington, Mrs Eves, Mrs Gadd, Gledhill, Ludlow, Rillie, Sharp, Shelley, Smith and Walker.

In Attendance: Melanie Randall (Clerk)

Apologies: Councillors Beadle, Fuller, Mrs Ogun, Oyewusi and Winnett.

1. Apologies for Absence

Apologies of Absence from Councillors Beadle, Fuller, Mrs Ogun, Oyewusi and Winnett were received, and the reasons 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 3 January 2023

It was **Agreed** that the Minutes from the meeting held on 3 January 2023 be approved as a correct record.

4. Accounts for Payment

The Council considered the Payment Schedule attached to the Agenda and Councillor Balcombe proposed and Councillor Ms Dorrington Seconded and it was **Agreed** that 43 payments totalling £79,411.59 be made.

5. Finance Advisory Sub Committee

It was **Agreed** to note the minutes of the meeting held on 24 January 2023.

6. Law and Order

6.1 CCTV in the High Street, Aylesford

The Clerk reported that she has made further enquiries around the legislation regarding the Parish Council putting CCTV in a public place and there are a lot of restrictions.

There seems to be very minimal disruption in the area at present to justify the Parish Council having its own camera..

TMBC have just purchased a number of mobile CCTV Cameras for deployment around the Borough and have said that should a need arise in the Parish then serious consideration would be given by TMBC to deploying a camera to the area in need.

After discussion it was **Agreed** that the Council does not proceed with the purchase and installation of a CCTV Camera in the High Street Aylesford.

Closed

6.2 Police Report

No report received since the last meeting of this Committee.

Noted

7. KALC

It was **Agreed** to note the **Notes** from the meeting held on 15th December 2022.

Noted

8. TMBC/Parish Partnership Panel Meeting

There had been no recent meeting, however there is a Climate Change Forum meeting at the end of this month.

Noted

9. Council Vacancies

It was Noted that there is one vacancy in Aylesford South.

The Clerk reported that two applications had been received for co-option from James Cox and Gill Birkbeck stating the reasons why they wished to join the Parish Council. The Council considered both applications and **Agreed** to recommend to Full Council that Gill Birkbeck be co-opted.

Recommendation to Full Council

10. Public Convenience Review

The Clerk reported that she emailed TMBC on 1st February 2023 for an update but had not received a reply.

Ongoing

11. Adoption of Aylesford Station

Councillor Shelley reported that Aylesford School are going to design posters and the story boards. There has been suggestion that they paint a Mural on the wall based on poppies reflecting the RBLI.

Discussions are ongoing.

Ongoing

12. CPRE The Countryside Charity – Annual Membership

The Clerk reported that the membership was due for renewal. The Council could choose to renew at the current rate of £50.00 or increase it to £60.00. It was **Agreed** to renew the membership at the rate of £60.00. **Closed**

13. Existing Mobile CCTV Cameras x2

The Clerk reported that T-Mobile will be decommissioning the mobile cameras 3G network this year that are located in The Avenue Aylesford and Tunbury Recreation Ground (Fostington Way side) which means that the Council will not be able to access them remotely after the SIM card expiry date of 24/7/23. Due to the age of the cameras they are not suitable for upgrading to 4G or 5G and replacement is recommended. Even after the SIM card expiry date the cameras will still record the same as they do now, the difference will be how they are accessed.

The options are:

1. To replace the cameras with ones that are 5G compatible at an approx. cost of £4,300 each plus an annual cost for the SIM at £295.00 each (currently £260.00 each) as well as a yearly server cost in the region of £95.00.
2. Keep the existing ones as they will still work the same as they do now. However, staff will have to go to the camera with the laptop to be able to access any data that may be requested by Kent Police.

The Clerk informed the Council that TMBC do have a number of mobile CCTV Cameras and they have suggested that should a need arise in the Parish for CCTV Surveillance then consideration would be given to deploying a camera to the relevant area affected.

After discussion it was **Agreed** not to proceed with the purchase of new 4G/5G cameras especially as this is a completely unexpected cost and therefore not budgeted for. Members were reassured that should there be a legitimate need TMBC would give the Parish Councils request serious consideration. **Closed**

14. Banner Policy

The Clerk reported that the Banner Policy has not been reviewed since 2017. Currently a maximum of three permanent banners are permitted on the fence each paying an annual fee of £115.50, rising to £121.27 from 1 April 2023. In addition, there are a number of banners that go up and down for one off events, like the Farmers Market and the Classic Car Show at The Friars. Those banners are permitted to go up two weeks before the event date and should be removed on the day of the event and must be agreed by the Clerk in advance. Any banners that do not have permission to be on the fence are removed.

Banners are not permitted at any other site.

In light of the newly installed fence along the Forstal Road Recreation Ground and the banners having been removed for the installation the Clerk reported that the area looks much tidier without the banners. In an attempt to continue tidying up its areas the Clerk suggested that the Council review its Policy of allowing banners on this fence. Suggestions from members included only allowing the paid for banners and increasing the fee, only allowing the one-off events, not allowing any banners at all the same as its other sites.

It was felt that not only can they look untidy, but they could also be a distraction to drivers.

After discussion it was **Agreed** that in order to be consistent with its other sites no banners will be permitted on the Forstal Road Recreation Ground Fence, this includes the paid spaces and one-off events. Those who pay and were asked to remove their banner for the fence to be installed will be refunded appropriately from the date they were asked to remove it. Anyone who has already had a banner approved for a one-off event will be informed they can no longer place it on the fence. **Closed**

15. Calendar of Meetings 2023/24

The calendar of meetings was **Agreed**. **Closed**

16. Any Other Correspondence

A Councillor referred to the Funeral of Lloyd Green, who was an ex-Parish Councillor that took place on the 3rd February 2023 which the Clerk, Staff and some Councillors attended. Suggestion was made that the Parish Council might like to make a £50.00 donation to the Heart of Kent Hospice.

It was **Unanimously Agreed** to make the donation and the Clerk will enquire how she can make the donation direct to the Heart of Kent Hospice.

A Councillor asked if consideration could be given to purchasing a plaque to go on the gates to Coronation Gardens for the Kings Coronation. Members agreed this was a good idea and asked the Clerk to look at some options and report back to this committee. **Ongoing**

The Chairman congratulated Councillor Ludlow on his recent walk from Dover to Eccles which he completed with other Dads who were raising money for Eccles Pre-School.

The Chairman informed those present that the 3G Pitch on Forstal Recreation Ground has now been formally handed over to Aylesford Football Club.

17. Duration of Meeting

7.45pm to 8.24pm