

# Aylesford Parish Council

## Policy & Resources Committee

### Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on Tuesday 7 May 2024

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

**In Attendance:** Melanie Randall (Clerk)

**Apologies:** Councillor Fuller.

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#### 1. Apologies for Absence

Apologies of Absence from Councillor Fuller 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 9 April 2024

It was **Agreed** that the Minutes from the meeting held on 9 April 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 Mrs Gadd Seconded and it was **Resolved** that 30 payments totalling £21,082.63 be made.

#### 6. Finance Advisory Sub Committee

It was **Agreed** to note the minutes of the meeting held on 16 April 2024 and to recommend to Council as follows.

Item 6 – Financial Regulations (these are the amended version as per the clarification sought in the FASC Minutes of 16 April)

Item 7 – Financial Risk Assessment

**Noted**

## **7. KALC**

Councillor Shelley stated that the last meeting of KALC took place on 18 April for which he circulated his notes to all members.

Subjects covered were

Fire Safety Visits by Kent Fire and Rescue

Crime

Climate Change

Biodiversity Net Gain

Community Libraries

Making Space for Nature

**Noted**

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

There was no update. The next two meetings are scheduled for 30 May 2024 and 29 August 2024.

**Noted**

## **9. Council Vacancies**

There is one vacancy for Eccles Ward.

**Noted**

## **10. Adoption of Aylesford Station**

The Clerk informed the Committee that the new noticeboards had not been put up, the information given to her was incorrect. The one that had suffered a burn hole in the Perspex will be replaced by the Kent Community Rail Partnership.

It was **Agreed** that this item be removed from the agenda as any updates of information can be given via Any Other Correspondence.

**Closed**

## **11. Meeting Start Times**

The Chairman asked for members opinion on starting the meetings a little earlier at 7:15pm to help accommodate the increase in number of meetings in one evening so its not such a late finish. After discussion it was **Agreed** to try the meetings at the earlier time and if it doesn't work the Council will revert to a 7:30pm start. The first meeting to start at 7:15pm will be on the 28 May 2024.

**Closed**

## **12. Staffing Committee Structure**

The Chairman explained the current structure of the Staffing Committee and stressed the importance of continuity of members within this committee for staff reassurance.

The Chairman asked that if anyone wished to stand down from this committee, they contact the Clerk. Likewise, if anyone is interested in being on the Staffing

Committee who are not currently on there, they should either contact the Clerk or tick the box on the Committee Nomination Form and they will be placed on a reserve list. There are currently a maximum of 9 members permitted on the Staffing Committee and the members will be ratified at the Annual Meeting of the Council on 14 May 2024.

As a result of a vote, it was **Resolved** to keep the existing Staffing Committee structure the same.

The results of the vote were

For = 12

Against = 1

Abstentions = 4

**Closed**

### **13. Any Other Correspondence**

The Clerk reminded members of the Minibus Trip round the Parish on Monday 13 May 2024 and asked that they arrive at the Parish Office between 9am and 9:20am to leave promptly at 9:30am.

### **14. Duration of Meeting**

8:02pm to 8:38pm