

AYLESFORD PARISH COUNCIL
POLICY & RESOURCES COMMITTEE

TUESDAY 2 OCTOBER 2018

Commenced 8.21pm.

MINUTES

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Present: Cllrs Balcombe (Chairman), Ms Dorrington, Elvy, Mrs Gadd, Gledhill, Ludlow, Rillie, Shelley and Walker.

In attendance: Mr Harris, Clerk

Apologies: Cllrs Base, Smith, Winnett and Wright

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1. Declarations of Interest

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

2. Apologies

Apologies of absence from Cllrs Base (holiday), Smith (personal reasons), Winnett (family commitment) and Wright (unwell) were noted and accepted.

3. Accounts for Payment - Payment list attached at Appendix A

32 payments totalling £16,733.62 were checked and proposed for payment by Cllr Shelley and checked and seconded for payment by Cllr Elvy. **Agreed**

4. Finance Advisory Sub Committee

Ratification of the FASC meeting minutes held 25 September 2018 attached at **Appendix B**. Minutes were proposed as a correct record of the meeting and actions agreed by Cllr Shelley, seconded Cllr Mrs Gadd. It was **agreed** that the Financial Risk Assessment 2018/19 attached to these minutes at **Appendix C** be recommended to the Council for approval **Agreed**

There were no Matters Arising.

5. Scout Hut Lease and Grant/Loan Application

The Clerk reported that he and Cllr Mrs Gadd had met with Tracey Crouch MP and representatives from the Scout Group including Mike Tynan from Redrow Homes who was supporting them. The committee were updated on the latest costings and means for raising the shortfall in funds. It was reported that the position was very positive in terms of the project being completed. At the present moment the request from the Scout Group to the Council for funding was being held in abeyance as it seemed very likely that the funds

would be raised. The committee **agreed** to defer any consideration for requests for finance from the Scout Group at the present moment.

Clerk

6. GDPR

The Committee considered the report of the Clerk on the attached following documents and **agreed** to recommend the documents to Council:-

- a) Information and Data Protection Policy (attached at **Appendix D**)
- b) Document Retention and Disposal Policy (attached at **Appendix E**)

Council

7. Standing Orders

The Clerk reported on KALC amendments to the Council's Standing Orders and **agreed** to recommend the attached document, at **Appendix F**, setting out the amendments to Council.

Council

8. Law and Order - No report to this meeting.

9. Rugby Club/Netball League - No report to this meeting.

10. Flood Defences - No report to this meeting.

11. Council Vacancies

3 Aylesford South 1 Blue Bell Hill

12. KALC Meetings

Cllr Shelley reported that the next meeting was this Thursday

13. TMBC/ Parish Partnership Panel Meetings

The Committee considered the attached report of Cllr Shelley on the meeting held on 6 September – **Appendix G**. Noted and Members thanked Cllr Shelley for his attendance and report.

14. Community Warden – Office Space.

The Clerk reported he had had initial discussions with the CW regarding the support given by other Parish Councils to their Wardens and was awaiting further information from her before reporting back to committee.

15. Any Other Business/Correspondence

There being no further business, meeting closed at 8.47pm.