

AYLESFORD PARISH COUNCIL
POLICY & RESOURCES COMMITTEE

TUESDAY 3 JANUARY 2017
Commenced 8.00pm
MINUTES

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Present: Cllrs Balcombe (Chairman), Base, Elvy, Mrs Gadd, Gledhill, Jones, Mrs Phibbs, Rillie, Shelley, Smith, Walker, Winnett

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

Apologies: Cllrs Mrs Brooks, Ms Dorrington, Homewood, Wright

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1. Declarations of Interest – There were no declarations additional to those contained in the Register of Members' Interests.

2. Apologies

Cllrs Mrs Brooks (care of elderly relative); Ms Dorrington (injury); Homewood (another meeting); Wright (family event).

Apologies noted and reasons accepted.

3. Finance Advisory Sub Committee

Minutes of meeting held on 13 December 2016 – Attached at **Appendix A**. Proposed by Cllr Shelley as an accurate record of the meeting and that actions be agreed, seconded Cllr Elvy – **Agreed**.

Matters Arising – Page 2, Item 8. **Bank Authorisation and Future Changes**. Clerk reported that he has a meeting arranged with Metro Bank next week and will make a full report to FASC on 24 January 2017.

4. Accounts for Payment

43 payments as listed, attached at **Appendix B**, totalling £24,140.93, were checked and proposed for payment by Cllr Mrs Gadd, checked and seconded by Cllr Elvy and **agreed**.

5. Law and Order

Cllr Smith reported a number of incidents in the Blue Bell Hill area over the Christmas/New Year period – thefts from cars and burglaries. The Clerk confirmed that the Council would

not be informed about these specifically but that details should be available on the Kent Police website.

6. Rugby Club/Netball League – No report to this meeting.

7. Flood Defences – No report to this meeting.

8. Council Vacancies

3 Aylesford South. Noted.

9. Forstal Recreation Ground Entrance/The Bush Wall

Wall repair work ordered. Provisional start date of 9 January 2017.

10. Parish Office

Lighting – The Clerk reported that he had researched improvements, both in terms of staff well being and cost effectiveness, into the office lighting. The existing fluorescent bulbs are becoming difficult to source when replacements are required, can cause headaches and are not energy efficient. Three quotes for soft LED lights have been requested and two companies have responded:

Q Tec Solutions - £2785.00

JPD Electrical Services - £3130.79

These figures will be reduced by £490 and £455 respectively if it is not necessary to replace the emergency bulk head lights. Clerk is further researching this.

It was proposed by Cllr Balcombe, seconded Cllr Winnett, that the office lighting should be upgraded in this way and that the Clerk be authorised to order the work from Q Tec Solutions up to a maximum cost of £2800. **Agreed Clerk**

It was further proposed by Cllr Balcombe, seconded Cllr Gledhill, that this be funded by skimming off the underspend from the Councillors micro grants. **Agreed Clerk**

Fire and Intruder Alarm – Latest preventative maintenance report advises new Panel Box required - £260. Further enquiries being made. **Clerk**

11. Tunbury Hall

The Clerk reported on vandalism to Tunbury Hall during recent weeks including youths gaining access to the changing room roof. He proposed the installation of Anti-Climb paint and signs at an approximate cost of £100. **Agreed Clerk**

12. 2017/18 Budget – Parish Precept

Clerk reported on the proposed budget and precept for 2017/2018 and took Members through in detail his previously circulated report as attached at **Appendix C** and associated budget papers as attached at **Appendix D** to the bound copy of these minutes.

A precept figure of £223,000 was proposed by Cllr Balcombe, seconded Cllr Mrs Gadd, for recommendation to Full Council on 17 January 2017. **Agreed**

Budget figures as at Appendix D were proposed by Cllr Balcombe, seconded Cllr Elvy, for recommendation to Full Council on 17 January 2017. **Agreed**

13. Any Other Business/Correspondence

13.1 – Aylesford Allotments Water Supply

Following on from the reports last year regarding leaks in the water supply to Aylesford allotments, the Clerk reported that he had obtained a quote from Kent Turf to replace and relay the main pipe down the track inside the allotments - £1660. This was proposed for acceptance by Cllr Gledhill, seconded Cllr Elvy and **agreed**. **Clerk**

13.2 – Bull Lane Safety Group

Request received to fund printing costs of leaflets advertising the public meeting to be held on 19 January 2017 regarding the Bull Lane/Pilgrims Way junction - £47.50. **Agreed**. **Clerk**
Eccles Members will fund from micro grants.

13.3 – Annual Parish Meeting

It has been noted that the proposed date for the Aylesford Parish Council Annual Meeting of 16 May will clash with the TMBC Annual Meeting. It was therefore **agreed** to change the APC meeting date to 9 May 2017. All parties to be informed.

There being no further business, meeting closed at 8.25pm.