

AYLESFORD PARISH COUNCIL  
**POLICY & RESOURCES COMMITTEE**

**TUESDAY 5 APRIL 2016**

**MINUTES**

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**Present:** Cllrs Gledhill (Chairman), Balcombe, Base, Ms Dorrington, Elvy, Mrs Gadd, Gledhill, Hammond, Rillie, Shelley, Smith, Walker, Wright

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

**Apologies:** Cllrs Mrs Brooks, Homewood, Winnett

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**1. Declarations of Interest**

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

**2. Apologies**

Cllr Mrs Brooks – Care of elderly relative  
Cllr Homewood – KCC meeting  
Cllr Winnett – Unwell

Apologies were noted and reasons accepted.

**3. Finance Advisory Sub Committee**

3.1 - Minutes of meeting held on 22 March 2016 attached at **Appendix A**. Proposed as a correct record of the meeting and recommendations to be actioned by Cllr Mrs Gadd, seconded Cllr Balcombe – **agreed** unanimously.

Matters Arising

3.2 – Page 2, 5. **Eccles Neighbourhood Watch**. Group now registered with Kent Police. Further request for funding of church hall for first residents' meeting - £30 – Cllr Geldhill microgrant - **Agreed**.

3.3 – Page2. 7. Ratification of funding arrangements for 2016/17 and 2017/18 **lighting proposals**. **Agreed**

#### **4. Accounts for Payment**

Payment list attached at **Appendix B**.

Members queried the payment to Kent Turf Care for recovery of tree from the river in Mill Hall. The Clerk clarified that everything possible had been done during the initial work to prevent the tree going into the river but following public concern he had authorised specialised equipment to remove it.

Members queried whether before the payment to BW May was authorised for the electrical work to the Christmas lights in Blue Bell Hill which had failed over Christmas 2015, the lights have been tested. The Clerk stated that the work done has been tested satisfactorily, trees have now been isolated so if one fails the others will not go out at the same time and they will be tested again at the end of November.

31 payments totalling £21,782.20 were proposed by Cllr Mrs Gadd, seconded Cllr Elvy and unanimously **agreed**.

#### **5. Law and Order**

No report to this meeting.

#### **6. Rugby Club/Netball League**

The Rugby Club have suggested that the gated gap in the hedge between the Club and Ferryfield be concreted to prevent the regular ‘mud bath’ which occurs in this small area. They have offered to share the costs with the Parish Council. Members **agreed** this in principle and the Clerk was asked to request quotations. **Clerk**

#### **7. Flood Defences**

Village flood wardens vacancies to be advertised on the Council’s website and local notice boards.

#### **8. Council Vacancies**

Resignation of Michael Ambrose (Aylesford South) due to moving to Wiltshire. Members thanked him for his service to the Council and wished him the very best in his new home. TMBC to be advised. **Clerk**

Current vacancies: 3 Aylesford South 1 Eccles

## 9. Replacement for Small Van

The Clerk reported on his research into replacing the small van in the new financial year 2016/17 with lease and purchase prices available.

There will be a small income from the sale of the old van.

Purchase price for a new van would be £9104.28 from Commercial Vehicle Services (subsidiary of KCC).

Lease purchase from CVS would be £2338.73 per year for 5 years which would include tax, servicing and insurance. There would be no residual value at the end of the 5 years. Cllr Balcombe queried the lease details particularly relating to the required condition of the van on return at the end of the 5 years. The Clerk undertook to check this with CVS.

Acquisition of a new van in principle was proposed by Cllr Mrs Gadd, seconded Cllr Wright and that the Clerk be authorised to agree the best purchase/lease agreement for the Council in consultation with Cllr Balcombe. **Agreed.** **JB/Clerk**

## 10. Kent Association of Local Councils

Annual subscription due - £1235 – **Agreed.**

## 11. Any Other Business/Correspondence

11.1 – **Office Computers.** Following research with the Council’s computer maintenance company BCTec, the Clerk sought agreement from Members to upgrade the office IT system which is now nearly 5 years old. This will include installation of Windows 10, new larger screens and improved back up system. Total cost £758 plus £700 for installation and back up costs of £9.90 per month. It was proposed by Cllr Mrs Gadd, seconded Cllr Shelley that this be accepted. **Agreed unanimously.** **Clerk**

11.2 – **Maintenance Equipment.** The Clerk requested authority to purchase a new replacement strimmer - £400. Proposed by Cllr Mrs Gadd, seconded Cllr Smith and **agreed unanimously.** **Clerk**

11.3 – **Office Lighting** – The Clerk requested authority to research replacement of the office lighting, possibly converting to LED. It was **agreed** he should research and request quotations with the intention of doing the work in the late summer/autumn. **Clerk**

11.4 – **Play Equipment** – The Clerk reported that the Council has received the offer of some large pieces of play equipment (approximately 6 years old) free of charge. There would be installation costs of approximately £12500 - £15000. There were issues regarding suitable sites and concerns at buying play equipment secondhand. It was **agreed** to thank the donor for the offer but to refuse on this occasion as with the installation costs it was not a long term good value offer for the Council. **Clerk**

11.5 – **Flytipping** – Cllr Smith asked the office to report flytipping on the corner of Hallsfield Road and Walderslade Wood Road. To be reported to TMBC **Clerk**

There being no further business, meeting closed at 8.50pm.