

AYLESFORD PARISH COUNCIL
POLICY & RESOURCES COMMITTEE

TUESDAY 5 December 2017
7.30pm – Parish Office

MINUTES

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

In attendance: Mr Harris, Clerk Mrs Collier, Deputy Clerk
Mr Archie Mitchell Ms Roz Brown (items 1 – 3 only)

Apologies: Cllr Ludlow

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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 Cllr Ludlow due to work commitments were noted and accepted.

3. Defibrillator – Aylesford Village

Report on proposal for a defibrillator in the disused phone box in Aylesford Village (see attached correspondence distributed to all Members and attached at **Appendix A** to the bound copy of these minutes). The Scheme Co-ordinator, Archie Mitchell was present at the meeting to answer any questions on this proposal.

Archie confirmed that there is £450 so far raised with further monies promised subject to confirmation that the project is to proceed. £1900 is required for the first year to provide and install the equipment plus general maintenance and insurance. BT have agreed the sale of the disused phone box to the Community Heart Beat Trust. The box will be cleaned and renovated by the Scheme Co-ordinator and volunteers. There will be on-going annual costs of £160 for maintenance and insurance, plus pads every two years (or after deployment) £200, plus battery every four years £200. Archie hopes that continued fund raising and contributions from local businesses will cover these annual costs. The equipment belongs to CHBT who will repair or replace it if necessary.

The equipment is simple to use with instructions issued following the initial 999 call. Training will be given to all interested persons but is not a requirement of use in an emergency.

Archie asked the Parish Council to consider making a financial contribution towards the cost of this project.

Archie answered other questions from Members including his hopes to go to University in 3 or 4 years time at which point he would seek a new Scheme Co-ordinator. Until then he will carry out weekly checks on the equipment. He is looking to place fundraising collecting boxes in local business, hold fund raising events such as quiz nights and is hopeful that once the project is live other funds will be forthcoming. All contributors will be acknowledged in publicity and within the phone box itself. He has researched other defibrillator schemes but believes this relationship between BT and CHBT offers the best deal overall and in the long term.

Members congratulated Archie on his in-depth work on this project and on his report to the Council. They suggested some potential funding contacts details of which the Clerk agreed to pass on to Archie. Members then undertook to further consider Archie's application including making a donation and would let him know the outcome as soon as possible.

Archie Mitchell and Ms Brown then left the meeting.

Members continued their discussion on this proposal and request for a financial contribution.

It was noted that there are two other defibrillators in the area (football club and rugby club pavilions) but both are within a locked building and therefore not accessible 24/7.

It was noted that there were a number of on going annual costs to the project varying from £160 to £560 per annum, which if fundraising is not maintained, the Scheme Co-ordinator will have to find other ways to fund.

It was proposed by Cllr Balcombe, seconded Cllr Winnett that the Parish Council support this project and make a one-off donation of 50% of the first year cost - £950 - funded from across all Councillors' microgrants. **Agreed.**

Clerk will contact Archie Mitchell to advise. **Clerk**

4. Accounts for Payment – 30 payments (including late payments) totalling £15083.55 as attached at **Appendix B** were checked and proposed by Cllr Shelley, checked and seconded by Cllr Elvy and **agreed** for payment.

5. Finance Advisory Sub Committee

Minutes of meeting held on 28 November 2017 – Attached at **Appendix C**. Proposed by Cllr Shelley, seconded Cllr Mrs Gadd, as a true record of the meeting and recommendations to be accepted. **Agreed.**

There were no Matters Arising

6. Law and Order – No report to this meeting.

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

8. Flood Defences – No report to this meeting.

9. Council Vacancies

9.1 - 3 Aylesford South vacancies

9.2 – 1 Eccles, 1 Blue Bell Hill – Awaiting TMBC agreement to co-opt

9.3 – Possible reduction in Councillor Numbers

The Clerk reported that it was possible for the Parish Council to request TMBC to make an order to reduce the number of councillors. The number of councillors allocated to the Council and in particular the number of members in each of the wards is based on the average number of electors which is determined by dividing the total parish electorate by the proposed number of members. The Clerk detailed the impact of these changes for a 15, 16 and 18 member Council. The principal impact of these changes is that there would be a reduction of members in the Aylesford North and Walderslade wards below the existing number of members. It was **agreed** that no action be taken.

10. Parish Office

10.1 – **New flooring proposals and decorating.**

Vinyl flooring for entrance hall and maintenance staff areas - already authorised at a cost of £1477.

Carpet for main office and Clerk's office – already authorised at a cost of £1102.

All rooms to be decorated (in-house) beforehand. Commences this weekend.

10.2 – **Committee room furniture.** Already authorised at a maximum cost of £1200. Clerk detailed tables and chairs to be purchased which should come in under budget.

11. KALC Meetings

11.1 – Cllr Shelley attended the KALC meeting on 18 November. There were no items to report.

11.2 - AGM and general meeting 4 January 2018. Cllr Shelley to attend.

12. TMBC/ Parish Partnership Panel Meetings

PPP - Meeting held on 16 November. Cllr Shelley's report distributed to all Members and attached at **Appendix D** to the bound copy of these minutes.

13. Any Other Business/Correspondence

13.1 – Invitation to the Leybourne Grange Riding Centre for the Disabled Christmas Event on Friday 8 December. Any Member interested in attending to inform the Parish Office.

13.2 – The Clerk reported the theft of the small ‘christmas’ tree from the KCC green at the junction of the Bridge Approach Road and Forstal Road at the weekend. Although not a formally planted Aylesford Christmas tree it was traditionally decorated by local residents and its loss has caused considerable publicity with Tracy Crouch MP supporting its replacement. The Bush Public House has fundraised to replace the tree and the Parish Council have been asked to apply for the appropriate licence from KCC to site a new tree and to undertake the removal of the old stump and the new tree planting. There are no costs involved apart from some in-house hours. It was **agreed** that the Clerk should go ahead subject to KCC agreement. **Clerk**

There being no further business, meeting closed at 8.20pm.