

AYLESFORD PARISH COUNCIL

**TUESDAY 1 JULY 2014**

Commenced 8.05pm

**POLICY & RESOURCES COMMITTEE  
MINUTES**

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**Present:** Cllrs Gledhill (Chairman), Ambrose, Balcombe, Elvy, Mrs Gadd, Rillie, Smith, Tiller, Winnett, Wright

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

**Apologies:** Cllrs Base, Mrs Brooks, Fielder, Homewood, Ms Hurley

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**1. Apologies – Noted.**

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

**3. FASC Minutes 24 June 2014 –**Attached at **Appendix A.**

Minutes were proposed by Cllr Mrs Gadd, seconded Cllr Elvy, as a correct record of the meeting and that recommendations should be accepted. **AGREED**

Matters Arising:

**5. Banking Arrangements.** The Clerk reported that he had held further discussions with the Council's Nat West Bank Manager and recommended the following amendments:

a) a transaction total of £20,000 rather than £30,000 to limit any potential fraudulent actions. This was **agreed.**

b) provision of a Council credit card rather than a debit card which would reduce the risk of fraudulent withdrawal of cash directly from the Council's account. Credit card balance limit to be set at £1000. This was **agreed.**

It is hoped these procedures will be in place for payments due to be made on 5 August 2014.

**4. Accounts for Payment –** Payment list attached at **Appendix B.**

It was propose by Cllr Mrs Gadd, seconded Cllr Elvy, that these 22 payments totalling £11563.46 be accepted for payment. **AGREED**

**5. Law and Order**

5.1 - CCTV –Two cameras purchased. Awaiting delivery and installation.

5.2 – Next Police Commissioner Event takes place at Kings Hill on 9 July. Cllr Gledhill to attend.

## **6. New Eccles Car Park**

Transfer of the small piece of land from La Farge to Trenport has now been completed. The Lease between Trenport and the Council can now be progressed. Clerk has commenced the action regarding the relaxation of the covenant on the small strip of St Marks Square required to widen the access to the new car park.

## **7. Council Policy on Recreation Ground Use**

Signage for all Parish owned open spaces progress report. Royal British Legion Industries working on designs.

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

## **9. Flood Defences**

Details of Flood Warden Training Day at TMBC on 12 July have been circulated to Flood Wardens. Cllr Rillie attending. Full details available from the Parish Office.

## **10. Parish Council Website**

Clerk reported discussions with BCTec. have gone well and he is awaiting a mock up for a new website from them to present to the next P&R meeting.

## **11. Staffing**

Report on update of staff contracts following Staffing Committee meeting held earlier this evening.

Mr Harris and Mrs Collier declared an interest as employees of the Council and offered to leave the meeting but were asked by the Committee to remain. In view of the detail of the report the Clerk was asked to present it and the recommendations of the Staffing Committee to this Committee. The Closed Session Minutes of the Staffing Committee are attached at **Appendix C**.

The recommendations of the Staffing Committee as set out in Appendix C were proposed by Cllr Gledhill, seconded Cllr Elvy, for acceptance. **AGREED**

## **12. Council Vacancies**

Vacancies still exist as follows:

1 Walderslade; 2 Aylesford South; 1 Eccles.

## **13. AVCC Lease**

Lease progress. Negotiations are continuing between all parties.

#### **14. TMBC Local Centres Fund Budget**

Progress report on works planned for Aylesford village centre using this £7000 grant from TMBC. Clerk is awaiting information from the local traders association before he can proceed.

#### **15. Any Other Business/Correspondence**

15.1 – KALC Dynamic Councillor Course – Sat am. 19 July 2014 – Lenham. Details available from the office.

There being no further business, meeting closed at 8.30pm.