

Aylesford Parish Council

Policy & Resources Committee

Minutes of the Meeting held via in the Capel Morris Centre on Tuesday 5 April 2022

Present: Councillor Shelley (Chairman) and Councillors Balcombe, Ms Dorrington, Mrs Eves, Fuller, Mrs Gadd, Gledhill, Mrs Ogun, Ms Oyewusi, Rillie, Sharp, Smith, Walker and Winnett.

In Attendance: Melanie Randall (Clerk)

Apologies: Councillors Hammond, Ludlow, Sullivan and Williams.

1. Apologies for Absence

Apologies of Absence from Councillors Hammond, Ludlow, Sullivan and Williams were received, and the reasons for absence agreed.

2. Declarations of Interest

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

3. Minutes of the last meeting held on 1 March 2022

It was **Agreed** that the Minutes of the meeting held on 1 March 2022 be approved as a correct record and signed.

4. Accounts for Payment

The Council considered the Payment Schedule attached to the Agenda and Councillor Mrs Gadd proposed and Councillor Balcombe Seconded and it was **Agreed** that 9 payments totalling £5,620.20 be made.

5. Finance Advisory Sub Committee

It was **Agreed** to note the minutes of the meeting held on 22 March 2022 and to accept the recommendation within – to appoint the KCC Internal Audit Service for 2022/23.

6. Law and Order

6.1 CCTV in the High Street, Aylesford

The Clerk reported that she was waiting for the contractor to carry out various tests at the site to ensure the signal reaches the parish Office. The Clerk is also obtaining the necessary information around current regulations and will get final permission from KCC to erect the camera to the streetlighting column.

Ongoing

6.2 Police Report

No reports received since the last meeting of this committee.

Noted

7. KALC

No update

Noted

8. TMBC/Parish Partnership Panel Meeting

The next meeting of this group will be about Law & Order.

Noted

9. Council Vacancies

It was Noted that there are currently no Vacancies.

Noted

10. Public Convenience Review

There was no further update as the Clerk needs to look at the lease and make arrangements to have the lease altered to take into account the planned conversion of the public convenience.

Ongoing

11. RBLI Base Camp

At the last meeting the Clerk was asked to enquire what the RBLIs principles are around community groups using/hiring the Base Camp. Sweet Sensations who now run the Base Camp Café are keen to support local community groups, two previous users have booked to return and it is hoped that others will also return along with some new groups. The Aylesara group use it for their small monthly committee meetings.

Closed

12. Adoption of Aylesford Station

The Chairman reported that this was still progressing but had no specific updates to give. The Clerk reported that there is a S106 Agreement on the old Aylesford Newsprint Site for which there will be financial contributions towards the improvement of Aylesford and New Hythe Train Stations. Approx. contribution for Aylesford; 12K for the installation of lighting in the small Aylesford Station car park,

11K for a basic bike shelter and five racks, to supply and erect a free-standing poster board 3K and 50K for a secure cycle hub.

There is also an allowance for a PROW contribution to improve MR474 from Mill Hall to Aylesford to a public bridleway which includes reasonable endeavours to widen the path to 3 metres, the provision of new surfacing, edging and vegetation clearance.

Ongoing

13. Aylesford Flood Plan

There was no update as the Clerk has still not received confirmation from the St Peter and St Paul's Church that the Church could be used in the event of a flood in the village and residents have to leave their homes.

Ongoing

14. Section 106 Wish List

The Clerk informed members that she and two other Clerks had met with TMBC's new Planning Obligations Officer to discuss S106 contributions. It appears that the Borough Council is holding a sum of money for the Parish Council (PC) for past developments that the Parish has not received and did not know about. The Clerk is waiting for further clarification of the exact amount that is being held and for which site(s) it is to be spent on. The Clerk will report back once she has received the information. In addition, Clerks have been asked to complete a Parish Council Infrastructure Statement (tabled) which should list all PC owned sites and all ideas of what projects/improvements could be made to that site. It should include approx. costs for each project and how it is to be funded, i.e., S106, PC, Grants, Donations or Other. The document is very much a work in progress but once complete it should be a failsafe way to ensure all S106 contributions that should be allocated to the Parish Council are allocated correctly, as there will be clear projects the Parish wish to complete from S106 contributions. The Infrastructure Statement will be used by the Borough Council when drawing up the S106 Agreement with developers. Members thanked the Clerk for her time spent on this piece of work so far and appreciate that a lot more time will be needed to ensure the document is as full as possible.

Ongoing

15. Staffing Committee Minutes

It was **Agreed** to note the Staffing Committee Minutes from 24 March 2022.

16. Independent Advice from Planning Consultant

At Planning Committee on 1 March, it was recommended that the Clerk be authorised to seek independent advice if needed for the emerging development of 42 dwellings on Hermitage Lane. However; since that meeting a further outline application for 435 dwellings on Bunyards, Beaver Road, Allington has been received that may also need some independent advice. After discussion due to budget's, it was **Agreed** not to proceed with advice for the 42 dwellings but to obtain it for Bunyards instead; a maximum of 10 hours work by the consultant is authorised. Members also **Agreed** to authorise the Clerk to use the Independent Planning Consultant for any application

received if she feels there is a justifiable need. The decision is to be made with the Chairman of Planning and one other Councillor (depending on the Ward the application is for) **Closed**

17. Replacement Roof on Brick Shed in Cemetery

The Clerk reported that the shed roof is nearing the end of its life, with quite a number of holes in it. The actual building itself is perfectly fine. She has asked three different roofing companies to quote for the work, only two provided the Council with a quote despite all of them going out to look at the job.

Contractor A - £2,548.00

Contractor B - £1,830.00

It was **Agreed** to use Contractor B

Closed

18. Any Other Correspondence

The Clerk explained that she will in the next week or so be sending out the nomination slips for Chairman as these should be completed every year for the election of the Chairman.

Closed

19. Duration of Meeting

7.47pm to 8.30pm