

Aylesford Parish Council

Policy and Resources Committee

Minutes of the Meeting held on 3 December 2019

Present: Councillor Balcombe (Chairman) and Councillors Beadle, Ms Dorrington, Mrs Gadd, Gledhill, Ludlow, Ms Oyewusi, Rillie, Shelley, Smith, Sullivan, Walker, Winnett and Wright.

In Attendance: Neil Harris (Clerk) and Melanie Randall (Assistant Clerk and Finance Officer)

Apologies: Councillors Base, Ms Papagno and Williams.

1. Apologies for Absence

Apologies of Absence from Councillors Base (holiday), Ms Papagno (personal commitment) and Williams (holiday) were received, and the reasons for absence agreed.

2. Declaration of Interests

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

3. Minutes of the Meeting held on 5 November 2019

It was **Agreed** that the Minutes of the meeting held on 5 November 2019 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 Gledhill seconded and it was **Agreed** that 31 payments totalling £88865.37 be made.

5. **Finance Advisory Sub Committee**

The Committee received the minutes of the Finance Advisory Sub Committee held on 26 November 2019. It was **Agreed** to note the minutes of the meeting held on 26 November 2019.

6. **Financial Matters**

The Clerk had nothing to report to the committee.

7. **Law and Order**

The Clerk had nothing to report to the committee.

8. **KALC**

The Committee received the report of Councillor Shelley of the meeting of KALC AGM held on 30 November.

9. **TMBC Parish Partnership Panel**

The Committee received the report of Councillor Shelley of the meeting of the TMBC Parish Partnership Panel held on 14 November.

10. **Council Vacancies**

It was **Noted** that the current vacancies on the Council were as follows: -

Aylesford South - 1.

11. **Public Convenience Review – Aylesford Toilets**

The Clerk reported that he was still awaiting a date for the meeting with TMBC Officers from the Director of Street Scene, Leisure and Technical Services.

12. **KALC Community Awards**

The Clerk reported that KALC had written to the Council that they were looking for nominations for the KALC Community Awards by 31 January 2020.

13. **SLCC Membership**

It was **Agreed** that the Clerk's membership of the SLCC and ALCC be renewed at a total cost of £321.

14. Staffing Committee

The Clerk reported a number of recommendations from the Staffing committee requiring the approval of the committee.

It was **Agreed**

- (1) That a Christmas bonus of £250 be paid to the Clerk, Assistant Clerk and Finance Officer and Maintenance and Contracts Supervisor;
- (2) That the request from Mr Lee Randall that he be paid for 5 days holiday thereby reducing his holiday entitlement this year by 5 days be approved; and
- (3) That the request from Mrs Melanie Randall that she be paid for 30 hours, the equivalent of her working week, thereby reducing her holiday entitlement by 30 hours be approved.

15. Air Quality

The Committee discussed air quality in the parish and how that could only be made worse by the continuing development being agreed in the area. Concerns were expressed how it could be suggested that air quality did not worsen as a result of new development.

It was **Agreed** that the Clerk should research into and report back to Environmental Services Committee on

- (1) how air quality was measured
- (2) which authorities were responsible for air quality and its measurement
- (3) information currently available about the air quality in the Parish
- (4) the locations at which measurement of air quality was taken in the Parish
- (5) the cost of air quality measurement equipment that would allow proper analysis
- (6) who would undertake the operation of the air quality equipment?
- (7) what permissions would be required for the Council to place this equipment to enable the testing to take place
- (8) the cost of any analysis of the gathered data
- (9) if the Parish had the relevant equipment and had it analysed what could it do with this data that would benefit its community.

16. Duration of Meeting

7.51pm to 8.10pm