

Aylesford Parish Council

Policy and Resources Committee

Minutes of the Meeting held on 7 January 2020

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

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

Apologies: Councillors Base, Ms Dorrington, Rillie, and Wright.

1. **Apologies for Absence**

Apologies of Absence from Councillors Base (TMBC Meeting), Ms Dorrington (personal commitment) Rillie (unwell) and Wright (personal commitment) 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 3 December 2019**

It was **Agreed** that the Minutes of the meeting held on 3 December 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 Shelley proposed and Councillor Mrs Gadd seconded and it was **Agreed** that 41 payments totalling £36081.29 be made.

5. **Finance Advisory Sub Committee**

The Committee received the minutes of the Finance Advisory Sub Committee held on 17 December 2019. It was **Agreed** to note the minutes of the meeting held on 17 December 2019.

6. **Financial Matters**

The Clerk had nothing to report to the committee.

7. **Law and Order**

The Committee considered the monthly updates for November and December from the local PCSO, a copy of which were attached to the Agenda.

8. **KALC**

The Clerk had nothing to report to the committee.

9. **TMBC Parish Partnership Panel**

The Clerk had nothing to report to the committee.

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 the meeting with TMBC Officers was scheduled for 22 January.

12. **Parish Office – Garage Doors and Office Door**

The Clerk reported that following recent break in attempts at the Parish Office the last being an attempted break in via the garage doors he had sought quotes for replacing the garage doors and also the front door to the Office. Quotes had also been sought on replacing the door to the toilet at the end of the Community Centre building which was currently closed because it did not operate effectively.

A number of the companies asked to quote had not quoted for the specification or had not responded to clarification to questions asked by the Council. The Committee endorsed the view of the Clerk that these companies should be ruled out of consideration. Therefore, that left 3 companies with quotes for garage doors with the likely cheapest one being the most appropriate but the Clerk wished to undertake a few further checks before

making a definite recommendation. In terms of the Office door none of the outstanding quotes were suitable and the Clerk recommended that further quotes be sought. In terms of the toilet door there were still 2 quotes and the Clerk recommended that the remaining cheapest quote from Kent Door Services in the sum of £1150 be accepted.

The Committee **Agreed** the following

- (1) That replacing the garage doors be agreed and that the Clerk be authorised, in consultation, with the Chairman of the Council, to accept the lowest acceptable quote.
- (2) That further quotes for the Office door be sought.
- (3) That the cheapest quote from Kent Door Services, in the sum of £1150, for the replacement of the toilet door be approved.

13. **Aylesford Rugby Club – Request for Hardstanding’s on road leading to Rugby Club Car Park**

The Clerk reported that he had received an initial enquiry from the Rugby Club for them to place hardstanding’s on the side of the road leading to the Rugby Club Car Park to be funded by themselves and the Netball Club. The Clerk indicated that he had written to the Rugby Club for further information about a month ago but had not received a reply. The Committee felt that they would be happy for the Clerk to follow this up with the Rugby Club in a generally supportive manner to see if they still wished to proceed.

14. **Level of Fees and Charges**

The Clerk reported a proposed level of fees and charges for the Cemetery, use of Council land and allotments which reflected a general increase of 5%. It was **Agreed to Recommend to the Council** that the level of fees and charges for the Cemetery. Use of Council land and allotments as set out on the attached sheets be approved.

15. **Budget 2020/21**

The Committee considered the report of the Clerk setting out the details of the proposed budget for 2020/21 and information relating to the setting of the precept for the next financial year. The Committee were of the view that the increase in the precept for next year should be 1.9% an increase to £257800 or a Council Tax of £58.81.

It was **Agreed**

- (1) That the budgets as submitted to the Committee be approved subject to the amount set aside for Special Projects should be increased to £32500 with next year’s budget.
- (2) **To Recommend to Council** that the level of precept for 2020/21 be set at £257800 and that the Council Tax be £58.81.

16. Aylesford Car Parks

It was **Agreed** that the Chairman of the Council and the Clerk should meet with TMBC Officers to discuss their proposals for charging at the Aylesford Car Parks.

17. Duration of Meeting

8.05pm to 8.51pm