

# AYLESFORD PARISH COUNCIL

## TUESDAY 3 DECEMBER 2013 – 8.30pm. POLICY & RESOURCES COMMITTEE

### MINUTES

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

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

**Apologies:** Cllrs Mrs Brooks, 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 and Recommendations –26 November** – Attached at **Appendix A**.  
Noted and recommendations agreed.

Matters Arising

2. Walderslade Woods Group Section 137 Donation – Clerk reported that the group have a target of £10,000 for a chipper. £5000 has already been raised and a further £3000 promised. They are therefore looking for a contribution towards the £2000 shortfall. After discussion it was **agreed** that the Council should make a donation of £500 from its main Section 137 budget. Local Members will discuss between them a further contribution from their individual microgrant allocations and will report back to the Clerk. **Walderslade Members**

The Clerk was also asked to clarify with the Group whether there was an opportunity for Council membership on their Trust Group. **Clerk**

3. Tunbury Hall Grant – Payment **agreed** of £790 for new rear fire door. **Clerk**

8. Staffing Committee – Annual Salary Review for 2014/15 recommendations.

**AGREED**

It was noted that the staff bonus payments for 2013/14 payable in December 2013 were already agreed at P&R in October 2013. Bonus payments for 2014/15 will be considered in October 2014.

**4. Accounts for Payment** – Payment list attached at **Appendix B**. 20 payments totalling £11883.60 were proposed for payment by Cllr Gledhill, seconded Cllr Elvy and **AGREED**

## 5. AVCC

Outside toilet renovation – Work completed.

Payment to AVCC for daily cleaning and opening/locking - £10 per month – commencing January 2014. **AGREED**

## 6. Law and Order

A request for a financial donation of £500 from the Kent Downs ANOB towards the continued employment in 2014 of a PCSO and an off road vehicle covering the Bushy Wood and other rural areas in the Medway Gap particularly relating to motorised illegal access incidents had been received. Further information requested by Members.

Clerk had received a report from Kent Downs ANOB detailing the duties and area covered by the PCSO. Other bodies who have contributed to the costs include Trenport, Halling Association, Cemex, Snodland Council and Burham Parish Council.

Members discussed the request but whilst supporting and appreciating the work carried out by this officer, considered payment towards police salaries and costs an inappropriate use of Parish Council funds. Council policy towards funding assistance to outside bodies has always been on the basis of capital projects only, not payment of salaries. It was therefore unanimously **agreed** not to support this application. Clerk to advise Kent AONB. **Clerk**

7. **New Eccles Car Park** – No report to this meeting.

## 8. Council Policy on Further Allotment Site/Recreational Land

Land beyond Yoakley Land – Response received by Tracey Crouch MP from KCC stating they wish to retain the land long term but are willing to discuss possible Parish Council use short term. Clerk awaiting contact from KCC to discuss.

## 9. Council Policy on Recreation Ground Use

Signage for all sites – Logo concepts.

Clerk circulated two proposed designs. Members approved the design in principle with village names at the bottom and the tree representing Walderslade changed to depict an oak tree. Clerk will take these amendments back to the designer. **Clerk**

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

## 12. Flood Defences

Quarry visit with new owners Aylesford Heritage booked for 9 December 11am.

## 13. Parish Council Website

13.1 - Clerk has been looking at developing the Council website to incorporate more community focus and links. Full report to be made to the next meeting.

13.2 - Following comments from members of the public, publication of minutes on the website has now been expanded to include all committee minutes as well as full Council. This was noted and welcomed by Members.

#### **14. Noticeboards**

Remedial work has been requested by the manufacturer.

#### **15. Staffing Committee**

Staffing Committee report on 2014/15 salary proposals – Attached to FASC Minutes of 26 November 2013 and agreed at 3. – 8. Above.

#### **16. Council Vacancies**

Vacancies still exist as follows:

1 Walderslade; 3 Aylesford South; 1 Eccles

In addition Cllr Green's resignation with effect from 31 December 2013 has been received making 4 vacancies in Aylesford South and a Vice Chairman vacancy.

#### **17. Next Council Meeting due 17 December 2013 at Aylesford Village Community Centre**

Date of the next Council meeting on P&R agenda to decide whether or not to cancel the Council meeting due in two weeks time. If meeting is cancelled cheque lists and committee minutes/actions would need to be approved by correspondence with silence indicating consent.

It was **agreed** that this meeting will take place.

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

1. Thank you card from Karen Flindell re defibrillator donation.
2. Press release for the new MUGA in Ferryfield **agreed**.
3. Eccles Recreation Ground Fence and Gate replacement – Two quotations have been requested for this work. One received at £720, one expected this week. Clerk was **given authority** to authorise the work at a maximum cost of £720. **Clerk**
4. The five benches ordered for various sites around the parish have been delivered and will be installed after Christmas.

There being no further business, meeting closed at 9.20pm.