



AYLESHAM PARISH COUNCIL

Date of Issue:
8th February 2023

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the PARISH COUNCIL will be held at Aylesham House on TUESDAY 14TH FEBRUARY 2023 at 7.00pm when the business shown on the agenda below will be transacted.

Kate Robinson

Parish Clerk (Proper Officer) & Responsible Finance Officer to Aylesham Parish Council

1. Those Present
2. Apologies for Absence
3. Councillor Information
 - Declaration of Interest
 - Changes to Register of Interest
 - Granting of Dispensation
4. Minutes of Previous Meeting
 - Minutes of Parish Council Meeting held on 26th January 2023 to be agreed and signed as a true record.
5. Matters Arising (from the previous minutes not covered elsewhere on the agenda)

Meeting is suspended for up to 15 minutes to allow discussion with members of the electorate of the Parish of Aylesham present at the meeting.

6. Public Representation (Notified to Clerk in advance of the meeting, agenda items only)
7. External Reports
 - 7.1 County Councillor Report
 - 7.2 District Councillor Report
 - 7.3 DDC Community Development Officer
 - 7.4 Police Report

Parish Council Meeting Resumes

8. Clerk's Report (page 3)
9. Section 101 Delegated Authority (items to be noted by Council, page 4)
10. Finance, Audit & Personnel
 - 10.1 February 2023 Electronic Payment Schedule Approval (page 4)
 - 10.2 Staff Matters - Confidential to be held under the Public Bodies (admission to meetings) Act 1960
11. Recreational & Facilities
 - 11.1 Noticeboard – Market Square
 - 11.2 Permanent memorial request – Market Square

- 11.3** Play Parks & Market Square – Any new matters/updates
- 12.** Planning – None
- 13.** CCTV
 - 13.1** Service Level Agreement – Confidential to be held under the Public Bodies (admission to meetings) Act 1960
- 14.** Aylesham Development & Aylesham Development Update Meetings
 - 14.1** Meeting Notes from Meeting held on 10th January 2023; next meeting Tuesday 28th February
 - 14.2** Demand Responsive Transport (Bus)
 - 14.3** Derwent Way Public Right of Way Lighting – Persimmon Homes
 - 14.4** Market Square Lighting Project
 - 14.5** Any new issues
- 15.** Aylesham House (any updates)
 - 15.1** Planning Application Update (including update meeting with Aylesham Heritage Centre)
 - 15.2** Security
 - 15.3** Meeting Room Furniture
- 16.** Highways Improvement (any updates)
 - 16.1** Zebra crossing update - Dorman Avenue North Pedestrian Survey Plan
 - 16.2** Request by Sharpak Aylesham for zebra crossing on Cooting Road
- 17.** Car Park (Dorman Avenue North) – Confidential to be held under the Public Bodies (admission to meetings) Act 1960
- 18.** Spinney Wood
 - 18.1** Any updates
 - 18.2** Member of public permission request to metal detect
- 19.** Aylesham & District Community Workshop Trust
 - 19.1** Meeting held on 1st November 2022
 - 19.2** Further meeting request
- 20.** Councillor Email Policy
- 21.** Kent County Council Community Services Consultation
- 22.** Warm Rooms Update
- 23.** Committees 2022/2023
- 24.** Elections – May 2023
- 25.** King Charles III Coronation
- 26.** Attlee Avenue - Parking at School Drop off and Pick Up Times
- 27.** Entrance to Aylesham (B2046/Adisham Road)
- 28.** Next Meeting Date; Tuesday 14th March 2023
- 29.** Items for next Agenda

Local electors and the press are entitled to listen to Parish Council Meetings but not to take part. An opportunity to speak on an Agenda item will be given at the beginning of Council business. Please let the Clerk know in advance if you wish to speak on 07830 312500.

Agenda Item 8. Clerk's Report

8.1 Email from resident regarding area on Dorman Avenue North, near to Derwent Way and opposite number 60 that has falling down wire fence, weeds and looks very unkempt. The resident would like to plant a 2/3 feet high/20m in length natural mixed hedgerow (clear out weeds first) and in front plant wild flowers. The resident asked if permission was needed and any help Aylesham Parish Council can give, like supplying a skip for all the weeds/waste etc.

Actioned: Enquiry made through the Kent County Council website made to check landownership and to put forward the resident's request. Contractors appear to have cut back the weeds in the area of 26.01.2023 and KCC closed the enquiry without responding. Email sent on 26.01.2023 to ask for an update, no reply. Further email sent to County Councillor S. Manion to escalate. He has sent this to the Cabinet Member of Highways and we have had an initial response from the Highways Manager who is identifying the ownership of the hedgerow as it is not currently mapped as an asset albeit it falling under what could be considered the publicly maintained highway. If it is not confirmed to be a KCC asset, Aylesham Parish Council will need to take it up with the management company/developer.

8.2 Email from resident received enquiring if the green by the industrial estate is now going to be a children's play park and not houses/flats?

Actioned: Responded that as far as we are aware there have been 48 dwellings approved to go in this area, no play park. The parish council haven't had anything updated from DDC to say otherwise.

8.3 Facebook message received asking if there are any new houses due to be built in Aylesham this year.

Actioned: Responded to inform that the best way to identify what is being built in the different phases of development and when is by contacting the developers directly. Directed the enquiry to the Barret's Homes and Persimmons homes websites.

8.4 Facebook message received to enquire if the parish council could support the idea of getting a gate installed on the Dover side of the station, so wheelchair users and people with buggies can go round onto the road to access this platform. The resident asked if the parish council could assist, as the fence is being replaced currently, and with the increase in population, this would be beneficial.

Actioned: Advised resident that it would be discussed at the parish council meeting.

Agenda Item 9. S101 Delegated Authority (to be noted by Council)

9.1 Dover District Council Planning Application Reference: 22/01309

Proposal: Erection of a single storey side extension

Location: 46 Cornwallis Avenue, Aylesham CT3 3HE

Resolution made at the January 2023 that this would be decided by S101 Delegated Authority.

Outcome: Councillors' responses: Five "no comment", four did not respond.

"No comment" submission made to Dover District Council Planning Officer.

Agenda Item 10.1 February 2023 - Electronic Payment Schedule

Payee	Expenditure	Invoice Number	Net	VAT	Total
Envisage Groundcare Limited	Removal of Christmas tree & Market Square maintenance	1279	£195	£39	£234
Safeplay Playground Services Ltd	Play park repairs – as agreed in November 2022, final invoice	22905	£445.50	£89.10	£534.60
Staff Expenses – Parish Clerk	Zoom subscription – February, Postage	N/A	£28.67	N/A	£28.67