

Aylesham Parish Council February 2018
 Thursday 8th February 2018, at 19:00,
 Aylesham House, Dorman Avenue South, Aylesham.

1. Those Present

J. Cartledge (Chair), M. Townsend (Vice Chair), Cllrs B. Morgan, K. Sutcliffe, L. Prescott, T. Johnstone), B. Oliver, M. Brannigan (Parish Clerk) Cllr S. Manion KCC (stayed briefly as had other Parish Council meetings to attend)

2. Apologies

Cllrs C. Price, T. King, Cllrs L. Keen, G. Gowan (DDC)

3. General Declarations of Interest

Pecuniary and Other Significant and Voluntary interests, where applicable, will be made and recorded against each relevant agenda item. Each member will declare their interest and act in accordance with Standing Orders when a relevant item on the Agenda is discussed.

Cllr Oliver expressed his interest in relation to item 9 as he is one of the Committee members for the Village Hall

4. Minutes of Previous Meeting and Matters Arising:

Outline	Action/Resolution
Proposed by Cllr Morgan and seconded by Cllr Prescott. All in favour	Minutes to be uploaded to website by A. Clerk

5. Public Representation Notified to Clerk in Advance of Meeting:

Outline	Action/ Resolution
<ul style="list-style-type: none"> No requests were made by the Public to speak in advance of the meeting. No members of Public attended. 	N/a

6. DDC, County Cllr, District Cllr Reports:

Outline	Action/Resolution
<p>Matters arising:-</p> <ul style="list-style-type: none"> Cllr Manion said that the up-date regarding A2 roundabout is that KCC are waiting on a response from Highways England Cooting Lane – road deteriorating but no money available to carry out repairs, KCC have a limited list of roads that they work on each year, they try to concentrate on major roads Absence of designated ambulance bay at Medical Centre – Cllr Manion is waiting on an update – Parish Council have a letter ready to be sent off but will hold off until KCC provide a response to Cllr Manion Spinney Lane speed – Cllr Manion discussed speed limits. There are varying speed limits for Spinney Lane down to Nonington. Discussion took place about difficult of enforcing this. It is necessary to be self enforced speed. Cllr Prescott mentioned concerns he had about the young children crossing the road from the Traveller's camp on their way to school, and the speed of motorists using the road to Nonington. Cllr Prescott mentioned that there had been 2 accidents within 	Cllr Manion to provide an up-date

<p>the last 18 months</p> <ul style="list-style-type: none"> • Cllr Townsend said that the KCC figures for road accidents for the surrounding areas of Aylesham are incorrect, that the Firefighter figure are not the same as KCC. Cllr Price (who was absent tonight) had previously given figures and these confirmed not only the number of people injured but also killed. • J. Cartledge (chair) asked what Aylesham Parish Council can do? Could we co-fund a project with KCC. • Cllr Manion agreeable to this. It was suggested that a figure of £750 could be made by KCC and Aylesham Parish Council. • Perhaps a traffic survey could be conducted in order to look at statistical evidence • Cllr Townsend said that no doubt the cost of calling out the Fire Service to attend at accidents cost well in excess of £1,500 as discussed above. • Perhaps we could have illuminated signage which would not only record the date, but also speed and then this could be provided to the Police 	
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7. Correspondance:		
From	Outline	Action/Resolution
NS& I	Confirmation that the sum of £73.33 has accrued as interest on our savings of £15,561.46 giving us a total of £15,634.79	Noted. Parish Clerk to await payment
The Roses Tearooms and Thrift Shop	<p>-Cllr Oliver would be agreeable to meet with them to point out boundary</p> <p>-Parish Council would need to know proposed height of fencing?</p> <p>-Cllr Morgan expressed that Parish Council should have a say in the type of fencing to be used, also need to consider access to bins?</p> <p>-Cllr Johnstone discussed who would be responsible for funding i.e. do the Parish Council co-fund as it is leased land from Parish Council or do The Roses Tearooms and Thrift Shop fund themselves?</p> <p>-Cllrs Morgan and Cartledge reminded all that the Parish Council had previously discussed putting a marked boundary.</p> <p>-It was agreed to send a holding letter to Roses Tearooms and Thrift Shop</p> <p>Parish Clerk to seek legal advice</p>	Parish Clerk to send holding letter and to seek legal advice

8. Planning Applications:		
Ref No	Outline	Action/Resolution
18/00058	Erection of a two storey rear extension 1 Clarendon Road, Aylesham, CT3 3AQ	

	(discussed at Planning Committee 05.02.18) It was been noted that bricks had been delivered to this location although work had not been started.	
17/00892	Erection of 13 no. dwellings and 7 no. self-contained flats, creation of access roads and parking (discussed at Planning Committee 05.02.18)	Clerks have submitted to DDC Planning further objections arising out of Planning Committee Meeting
18/00041	Reserved matters application for approval of appearance, scale, means of access and landscaping of the site and submission of details pursuant to condition 1 of DOV/15/00332 for the erection of an attached dwelling at 31 Dorman Avenue North, Aylesham, CT3 3BP (discussed at Planning Committee meeting 05.02.18). It was noted that some work was being done on site already.	

9. Grant Applications: None was received at time of preparing agenda, however, one was subsequently received on 6th Feb, 2018 2 days prior to full Parish Council meeting

Outline	Outline	Action/Resolution
Grant funding sought by Aylesham Community Hall Establishment Committee	<p>Funding sought to get the project up and running</p> <ul style="list-style-type: none"> -seeking funds to launch community engagement strategy through which they want to bring more local people on board with the effort to establish the village hall facility; - get a dialogue going to find out the community priorities for the project; -to design and print posters, banners, flyers, postcards, badges and publish news updates in local newsletters -to build a web presence and social media platform <p>To publish logos for funding organisations on all their materials</p> <p><i>As Cllr Oliver had already declared an interest at the start of the meeting, he then left the room to allow the vote to take place</i></p> <p>-All Councillors (with the exception of Cllr Oliver who was out of the room) agreed that despite the late receipt of the Application for the funding, the</p>	Motion carried. The full amount of the Grant has been awarded in the sum of £1,204.25

	<p>Application itself had been properly completed and the relevant background information supplied.</p> <p>-Cllr Morgan said that she proposed that the Parish Council pay the full amount of the grant sought which was £1,204.25.</p> <p>-Cllr L. Prescott seconded this</p> <p>All in favour and Motion carried</p> <p><i>Cllr Oliver was then invited back into the room to participate in the rest of the meeting.</i></p>	
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10. FINANCE & ACCOUNTS (monthly reconciliations and accounts always available to view)

Action Item	Resolution
a) The outlined expenditure requiring Parish Council approval	Proposed by Cllr Morgan and seconded by Cllr Prescott. Motion carried all in favour
3274 and 3275 Society of Local Council Clerks £118.80 each (for both clerks to take ICLA qualification)	Noted
3276 Clive's Window Cleaning Services £22.00 Invoice No. 15	Noted
3277 Kerrylyn James reimbursement for Cleaning Products for Aylesham House £58.61	Noted

Expenditure		Proposed by Cllr Morgan and seconded by Cllr Oliver Motion carried all in favour
Cheque No	Date payments made and to whom	December

			2017/Jan 2018
003256	22.12.17	Parish Clerk salary for Dec	£1,033.83
003257	22.12.17	Assistant Clerk salary for Dec	£ 734.28
003258	10.01.18	Kent Office Solutions	£ 32.08
003259	02.01.18	Lockwell Security Ltd	£ 136.10
003260	04.01.18	Kent County Playing Fields Assoc	£ 20.00
003261	05.01.18	PKF Littlejohn Accountants	£ 360.00
S/O	28.12.17	Kerrylyn James Dec salary	£ 244.48
DD	02.01.18	B & C Holdings Limited	£ 34.15
DD	08.01.18	BT Group Plc	£ 260.19
DD	10.01.18	EDF Energy	£ 40.00
TOTAL EXPENDITURE			£2,895.11
INCOME			
TOTAL INCOME			£ 12.65

11.Aylesham Development update:	
Outline	Action/Resolution
-M. Townsend (vice-chair) will be attending meeting on 27 th February 2018 – is there any feedback the Parish Council would like to give, if so let him know in advance. Cllr Morgan enquired about time of meeting as she might be in a position to attend also -J. Cartledge (Chair) noted that 2 nd phase of building has now started -M. Townsend (Vice-Chair) expressed concerns about Persimmons commencing work earlier than agreed times on site causing a noise nuisance to residents nearby. Parish Clerk confirmed she had sent email to Persimmons about this but had not received any response to-date. -It was noted that a complaint had been made by a resident in the new	M. Townsend to attend meeting

<p>development regarding lack of lighting. J. Cartledge (Chair) confirmed that the lighting is on timers and that they are LED lighting</p> <p>-M. Townsend (Vice-Chair) mentioned that one of the local business owners i.e. butcher, had raised his concerns about the lack of progress from DDC regarding up-dating shop fronts in the village.</p> <p>-Cllr Johnstone also mentioned the lack of progress regarding the infill of the hedging;</p> <p>-Cllr Sutcliffe also asked was there any news on the allocation of the new shop units in Market Square. It was noted that DDC have had people in looking at these units, however, the feedback is that the costs of taking on one of these units is high, it is currently going through a tender process.</p> <p>-J. Cartledge (Chair) mentioned about the lack of CCTV which had been promised for installation at/near the Co-op.</p> <p>-All of these items had formed part of the planning application submitted by developers.</p> <p>-Parish Council members interested to know if this had been removed from the planning application without the knowledge of the Parish Council? Dave Robinson of DDC is currently away so these enquiries can't be made until his return.</p>	<p>Parish Council need to find out if certain terms of the Planning Application were removed especially in relation to the outstanding items referred to by Cllrs in these Minutes? J. Cartledge and M. Townsend to take up with DDC</p>
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12.Aylesham House:	
Outline	Action/Resolution
<p>-Parish Clerk mentioned that enquiries are still ongoing regarding printer located in Heritage Centre. She discussed the nature of enquires that have been made to-date</p> <p>-Cllr Prescott enquired as to fly-tipping (i.e. grass sods) at rear of Aylesham House. Parish Clerk confirmed that she was still making enquiries with Heritage Centre and would report back in due course.</p>	<p>Parish Clerk to continue with enquiries</p> <p>Parish Clerk to continue with enquiries</p>

13.Skate-park development :		
Topic:	Outline	Action/Resolution
Up-date regarding skate-park project	Meeting had taken place with KOMPAN and order signed. Further site meeting to take place and then a consultation with local youths	Parish Clerk to continue with due diligence exercise. Clerks to distribute posters advertising consultation once received

14. A2 roundabout – complaint by resident		
Up-date	Outline	Action/Resolution
Discussed at Planning and Transport Committee Meeting held on 06. 02.18	Concerns about queuing on the A2 as far back as Cooting Road Cllr Keen reported via email	Raised with Cllr Manion of KCC

	that negotiations with utility providers has gone well and agreement now seems to be reached on how gas and water will be diverted to accommodate the roundabout. Fees for the required highway agreement have been paid and KCC need to sort out the paperwork. A spring start looks likely subject to the conclusion of the agreement. The utilities companies need about 6 weeks notice from the date of the agreement. A quote has also been received for clearing the slip road and this is agreed and being progressed	
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15. KCC Funding process for Kent Community Speedwatch (info sent to council members by email 150118)

Outline	Action/Resolution
<ul style="list-style-type: none"> -Speedwatch is a portable speed indication device (they accurately measure the speed of passing vehicles) -J. Cartledge (Chair) believed this to be a good idea for the village. -Discussion then took place about how many would be required and the locations. - M. Townsend (Vice-Chair) suggested that there be one on the A2046. It would be useful to see what data this would provide. -Cllr Oliver suggested one be put on Ackholt Road, he said that whilst he accepted that the local children had done a good job with their posters, he still believed it was not enough of a deterrent to speeding drivers discussion then took place about other locations. - Cllr Prescott suggested Spinney Lane. -Cllr Morgan enquired whether the Parish Council would be privy to the information collated. She also expressed concern about whether or not there would be any penalties imposed on drivers as a result of the data obtained. -It was agreed that the road to Wingham had a blind bend and that it would be useful to have one there as motorists were inclined to speed even though there is the entrance/exit from Aylesham Village. -The stretch of roadway between Spinney Lane and Cooting Road was also a suggested location on the Spinney Woods side of the road. 	<p>Parish Clerk to contact Alan Watson – Speedwatch Manager – Kent Police for further information and to enquire about funding ; also to contact Cllr Steve Manion KCC</p>

16. Discuss the type of meeting to be held to discuss 'Battle's Over – A Nation's tribute 11.11.18)

Outline	Action/Resolution
<p>-All Council members agreed that it would be a good idea to participate.</p> <p>-Cllr Johnstone suggested that the Parish Council hold a separate meeting in March 2018 to involve not only the Parish Council but also other stakeholders for example, the local churches, youth groups, and any other interested parties.</p> <p>-J. Cartledge (Chair) said that it would be good to 'fire up the millennium beacon'. Enquiries need to be made who does this beacon belong to i.e. Womenswold?</p>	<p>Parish Clerk to arrange meeting in March; to find out the ownership of millennium beacon located at Womenswold junction?; is there any deadline to be met for project?</p>

17. Easter Sunday Service on the Green:	
Outline	Action/Resolution
<p>Pastor Laura Moncaster has come back to say that the multifaith event proposed for Easter Sunday has been postponed because of closeness of time, however, a smaller event will take place on the Baptist's Church land instead</p>	<p>P.Clerk has requested Plans for event 2019 around Sept/Oct 2018 so that full consideration could be given</p>

18. Committee Up-date	
Outline	Action/Resolution
<p>Recreational and Facilities Meeting – took place on 06.02.18</p> <p><u>Inspections at playparks</u> - There are regular inspections now taking place at playparks and any issues are being flagged to the Parish Clerk who then takes forward</p> <p><u>Bulb and tree planting</u> – proposed date will be 19th March. Trees are being ordered from Fineview. Parish Clerk has written to schools to ask them to participate, St Josephs School has response. No response from Aykesham School yet. Parish Clerk to make enquiries with Bechange regarding the availability of gardening tools suitable for children. A risk assessment will have to be carried out by Parish Council.</p> <p><u>Village benches</u> – Assistant Clerk to seek planning permission, site visit regarding locations has been done, KCC have to approve one of the locations, and Ovendens are the chosen contractor.</p> <p>J. Cartledge (Chair) said that at the AGM meeting – we can then set up the Grant Committee or any other Committees for year ahead</p> <p><u>Meeting with Co-op</u></p> <p>Parish Clerk, Assistant Clerk and Cllr Prescott met with Co-op earlier that week. They had a very useful conversation about the car-park. The Co-op are to go off and seek instructions about the possibility of funding/co-funding the resurfacing of the car-park behind the Co-op and revert to Parish Clerk in due course</p> <p><u>Grants Committee</u> to be set up at AGM</p>	<p>Parish Clerk to action any outstanding issues</p> <p>Parish Clerk to continue with making enquiries re availability of tools; to prepare Risk Assessment Form</p> <p>Assistant Clerk to pursue planning permission</p> <p>Parish Clerk to look at terms of Lease Agreement between Co-op and Parish Council</p>

19. IT Support for Parish Council Office (up-date)	
Outline	Action/Resolution
<p>Parish Clerk referred to meeting she had had with Think Big Tech based in Sandwich. She referred to the email that she had sent all Councillors in relation to this company and what they could offer for IT support to</p>	<p>Parish Clerk to make enquiries with 2 more IT companies</p>

include the cost of providing this service. She said that she would continue to make enquiries with other companies and would report back in due course	
20. Date of Next Meeting:	
Outline	Action/Resolution
Thursday 8 th March 2018 at 7.00 p.m.	Clerks to arrange agenda and publisise
21. Items for Next Meeting:	
Outline	Action/Resolution
Clerks to put together agenda	Clerks to publisise
22. AOB:	
Outline	
<p>-J. Cartledge (Chair) said that it was with some regret that she had to announce the resignation of Cllr Trisha King. She said that she had spoken with Cllr King and that owing to full-time work commitments she was unable to continue in her role as Councillor to the Parish Council. J. Cartledge said that she had spoken with Cllr King today. J. Cartledge said that she would like to thank Trisha King for her time on the Parish Council and to wish her well. Parish Clerk to contact DDC to report resignation.</p>	

Minutes of Feb 2018 full Parish Council Meeting 02.03.18