

AYLESHAM PARISH COUNCIL

Notice of Meeting

I hereby give you notice that a **MEETING of AYLESHAM PARISH COUNCIL** will be held at **Aylesham House, Dorman Avenue South, Aylesham, on Thursday 14th December, at 7pm.** Notice dated 8th December, 2017.

M. Brannigan Clerk of the Parish
Council **Business to be transacted**

1. Those present
2. Apologies
3. Declaration of interests
4. Minutes of previous meeting and matters arising
5. Public representation notified to Clerk in advance of the meeting
6. DDC, County Cllr, District Cllr Reports
7. Correspondence (see details attached)
8. Planning applications (see details attached)
9. Grants (see details attached)
10. Finance & Accounts approval (see details attached)
11. Interim Audit Outcome(what is proposed date for Budget Meeting?)
12. Aylesham Development (up-dates, if any)
13. Aylesham House (up-dates, if any)
14. Skate-Park Development (up-date)
15. Committee Update
16. Additional Benches in Village (up-dates re quotes for installation)
17. Bollards Dorman Avenue North (up-dates, if any)
18. Tree And Shrubs Planting (request re memorial tree for deceased Councillor, LP to discuss. Additional up-dates, if any)
19. IT Support for Parish Council Office
20. Next Meeting:
21. Items for Next Agenda
22. AOB

This notice must be left, or sent by post to the usual place of residence of every Member of the Council three days before the Meeting.

Local residents are welcome to attend this meeting. Anyone wishing to speak on an item should contact the Clerk, Mary Brannigan, in advance of the meeting on 01304 840377 or at ayleshamparishcouncil@btinternet.com

7. Correspondence		
From	Outline	Action/ Resolution
Adisham Parish Council	Email sent by Julia Harman and Cllr Linda Keen. Adisham Parish Council have set up a survey re land at Highland Court Farm, Coldharbour Lane, Bekesbourne, CT4 5HN. They are looking for support. The Ref is CA/17/02199. This might be the type of idea that would benefit Aylesham Parish Council going forward with any new plans.	
Terry Martin Chief executive Kent ALC	Email sent to Member Councils on 30/11/17 regarding the review of Gypsy and traveller Site Allocation Policy. Deadline for responses to KCC is 20 th December 2017	
Kent County Palying Fields Association	Letter dated 25 th Oct 2017 asking for payment of annual subscription	
EDF Energy	Letter dated 18 th October 2017 regarding contract renewal information and email dated 27 th November 2017 setting out benefits of fitting Smart Meter	
DDC	Funding Opportunities Newsletter dated 1/12/17 More than a Pub, the Community Business Support Programme	
Aylesham Primary School	Letter requesting support which does not have to be financial, i.e. carpentry skills to install bookcases, spare time to sort through books	
Mr and Mrs Buckle	Christmas card expressing thanks for excellent service	

8. Planning Applications		
	Outline	Action/Resolution
17/00920	Aylesham Parish Council application for creation of outdoor leisure area consisting of skate park, exercise equipment and recreational ridges. The planning proposal – change of use of land and installation of outdoor gym equipment, associated fencing and lighting and creation of bund – land between Burgess Road and Ackholt Road, Aylesham, CT3 3AS	
17/00892	Erection of 13 no. dwellings and 7 no. self contained flats, creation of access roads and parking	

9. Grant Applications		
From	Outline	Action/Resolution
Aylesham Ladies Choir	Seeking a Grant of £500 to enable them to participate increasingly in the local community	

10. FINANCE & ACCOUNTS (monthly reconciliations and accounts always available to view)	
Action Item	Resolution
a) The outlined expenditure requiring Parish Council approval	
Kent Office Solutions - 2 x Invoices No l17115 for £16.04 dated 25/11/17 and Invoice No. l17115 for £16.04 dated 30/11/17 for delivery of Lever Arch files (2 boxes)- received on separate dates- total sum of £32.08 EDF Electricity Bill 11 May 2017 to 13 th Nov 2017 – total sum of £103.69 Lockwell Security Ltd – to fit a door closer and door viewer – Invoice SI-2220 – total sum of £136.10	

(b) Expenditure already approved at previous meetings			
Cheque No	Date payments made and to whom		November/December 2017
3183	01.11.17	Kent Association of Local Councils, Conference Fee	£ 72.00
3230	01.11.17	Kate Razzell, Assistant Clerk, salary	£ 734.28
3222	01.11.17	Kent Office Solutions, purchase of new printer to incorporate scanner and copier, and office stationery	£ 810.92
3217	06.11.17	Grant Application, Green Howards Association	£ 320.00
3213	08.11.17	Plumber, J. Mills, installation of new cistern	£ 60.00
Direct Debit	10.11.17	EDF Energy	£ 43.00
3218	15.11.17	SLCC annual renewal of subscription	£ 139.00
3233	15.11.17	Christopher Punyer, Bollards Dorman Avenue North	£5,649.88
3237	15.11.17	Fineview Landscapes re Aylesham Memorial Gardens	£27,425.80
3232	16.11.17	Jackson Fencing (materials for Bollards on Dorman Avenue North)	£ 4,757.51
3239	22.11.17	Kate Razzell, reimbursement of expenses for purchasing stamps and also key cutting	£ 46.34
3244	23.11.17	Mary Brannigan, Parish Clerk, salary	£ 1,033.83
Standing Order	28.11.17	Kerrylyn James, salary	£ 244.48

3251	28.11.17	UK Safety Management annual pat testing of electrical equipment Aylesham House	£ 153.59
3245	28.11.17	Kate Razzell, Assistant Clerk, salary	£ 734.28
3250	29.11.17	M. Townsend, fuel expenses re trip to Ashford with children visiting playpark	£ 10.00
3248	29.11.17	Boys & Maughan Solicitors, Professional advices	£ 600.00
TOTAL EXPENDITURE			£42,834.91
INCOME			
Monies received	17.11.17	Monies received from Ovenden Plant Hire (donation re skate-park)	£ 2,000.00
Monies Received	24.11.17	Dover District Council payment towards Bollards Project Dorman Avenue North and Memorial Gardens Project Market Square	£34,952.29
TOTAL INCOME			£36,952.29