

# Aylesham Parish Council Meeting Minutes

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Thursday 12 January 2017 at 7.00pm,  
Aylesham House, Dorman Avenue South, Aylesham.  
**SUBJECT TO CONFIRMATION AT THE NEXT PC MEETING**

<b>1. Those Present</b>
J. Cartledge (Chair), B. Oliver, M. Townsend, C. Price, L. Prescott, T. Johnstone, K. Sutcliffe, B. Morgan, (Cllrs), M. Sutcliffe, H. Hale (Clerk), Cllr G. Cowan (DDC), Cllr S. Manion (KCC)
<b>2. Apologies</b>
Cllr L. Keen, C. Bryan,
<b>3. General Declarations of Interest</b>
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.
None declared

<b>4. Minutes of Previous meeting on 8 September 2016 and Matters Arising</b>
KS Proposed and CP seconded that these were a true record - all agreed

<b>5. Public Representatives notified to Clerk in advance of the meeting</b>	
	<b>Action/Resolution</b>
<p>5.1 A public representative attended the meeting and asked; Now that the PC has another Clerk when will the centre be open? The Clerk currently works 18 per week and the Assistant Clerk will work 16 hours per week totalling 34 hours which is currently less than one full time position and less than the Clerk resource in many other similar sized parishes. The Clerk works on Tuesday, Wednesday and Friday mornings, times vary depending on the evening meetings, external meetings, conferences or training that they are required to attend. The assistant will be working on the same days whilst he is training and finding his feet.</p> <p>Even though the PC are not increasing the Precept this year, it will go up as the new houses are occupied. Will any of it go towards youth projects?</p> <p>In short yes, the PC are keen to support PIE Factory Music in delivering youth services and projects. The PC still have funding available for local community groups and they can apply for a Grant by contacting the Clerk. Also, following the wish list consultation the PC are also in the process of a project proposal for funding youth facilities within the Parish.</p>	

6. Correspondence		
From	Outline	Action/Resolution
KALC	Communication and Social Media Conference Thursday 19 January 2017 at The Orchards, East Malling Research, New Road, East Malling ME19 6BJ- are any Councillors available to attend?	Clerk emailed to Councillors 20.12.16
Craigdene Ltd	Play parks inspection rescheduled for 17 <sup>th</sup> January- are any Councillors available to attend the feedback meeting?	This has now been rescheduled for 25 <sup>th</sup> Jan
Dover Museum	Aylesham village plaque refurbishment- next steps emailed to Councillors for agreement.	DDC asset management have now taken the sign away for refurbishment
KCC & Affinity Water	Temporary Road Closure – Spinney Lane, Aylesham from 3 January 2017 for an estimated period of up to 7 weeks.	
L. Keen	Meeting request between the PC Cllrs and DS and DR in January to discuss the various Development matters -landscaping, planting and DDC/Developer maintenance and handover plans.	Walkabout Meeting arranged for 13/1/17
DDC	Energy Deal- Switch together for more info go to <a href="http://www.dover.gov.uk">www.dover.gov.uk</a> or phone 01034 872428	Poster placed on the notice board
KCC	KCC Property Management services have appointed GEN2 Property to act on its behalf as Managing agents on all property matters.	
KALC	The next Dover Area Committee meeting- 25th January 2017 at 7.30 pm at the Phoenix Centre, Sandwich. To include a presentation by KCC on the 'Volunteer Warden Scheme'	KS & JC will attend
DDC CDO	The application to the Celebrate Lottery Funding Programme to fund the Aylesham 90th anniversary events was a successful one!- The PC need to confirm our nominated rep.	KS & TJ will be the PC reps take the lead on this and will be support by the Ass Clerk

7. Planning Applications		
Ref No	Outline	Action/Resolution
DOV/16/01175 Dated: 13/12/2016	Proposal: Erection of a sprinkler water tank and pumping enclosure Location: Unit 4, Aylesham Industrial Estate, Covert Road, Aylesham, CT3 3EQ	No objections- all agreed
DOV/16/00985	Reserved matters application for the approval of details relating to access, layout, scale, appearance	JC to arrange a meeting on 23/1/17 at

	and landscaping for the erection of 162 dwellings and associated infrastructure and landscaping, pursuant to outline application DOV/07/01081 pursuant to Variation of Condition application DOV/15/00068 (pursuant to DOV/14/00338 and DOV/13/00120)	5.45pm with the DDC planning officer to review in detail
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## 8. Grant Applications

From	Outline	Action/Resolution
	No Grants received	
	JC advised that Grant funding is still available from the PC. Local community groups are welcome to apply.	

## 9. FINANCE & ACCOUNTS (monthly reconciliations and accounts always available to view)

Action Item	Resolution
9.1 The outlined expenditure approval	MT proposed TJ seconded- all agreed
9.2 Precept Demand Notice 17/18 – approval for submission. The Precept will not be increased for 17/18. Signed by the Chair and the Clerk	BO proposed TJ seconded -all agreed

Expenditure			
Cheque No			Dec 16
3097	HMRC	Quarterly Tax & NI	357.24
3098	Clerk	Expenses	92.57
3099	AJL garden services	Ground Maintenance	304.88
3100	Sharpak	IPad Pro Purchase	636.15
3101	KALC	CLlr Training	72.00
3102	Clive's window cleaning	window cleaning	22.00
3103	British Gas	Quarterly Bill	353.24
3104	Clerk	Keys cut	12.50
DD	EDF Energy supply	Monthly DD	54.00
DD	Peoples Pension	Pension Contributions	22.37
DD	BT	Quarterly Tele and internet	161.96
SO	Cleaner	December Salary	244.48
SO	Clerk	December Salary	900.00
<b>TOTAL</b>			<b>3,233.39</b>
<b>Income</b>			
	uk power networks	refund	5.75
<b>TOTAL</b>			<b>5.75</b>

<b>10. DDC CDO, County Cllr, District Cllr Reports, PCSO update</b>		
<b>Report From</b>	<b>Outline</b>	<b>Action/Resolution</b>
Cllr Manion	<p>SM read out the request regarding changes to working times on the primary school development.</p> <p>SM will be sending the PC information to pass on to the heritage centre in order for them to link up with reps from the northern France coalfields.</p> <p>SM was unable to give an update on the progress of the adoption of the new roads.</p>	<p>No Objections- all agreed a letter drop to local residents is essential to keep them up to date.</p> <p>SM to email info</p>
Cllr Cowan	<p>GC introduced himself to the PC and outlined what he had already started working on and what he hoped to achieve as District Councillor for Aylesham and Nonington. He has already started talking to local residents and is working on addressing a number of issues to include; The provision of Dental services in the Village and will be addressing the issue with NHS England. He has already met with KCC regarding the provision of local youth services, the main message coming from KCC that more young people need to use the services if the provision is to be increased- use it or lose it. He will be attending the Walkabout meeting with the PC and officers from DDC on Friday and is fully committed to service Aylesham and Nonington to the full.</p>	<p>Q: JC asked GC to look into the local housing policy. Can a proportion of the new housing be ring fenced for people with connections to the village? 20% of the new builds are affordable/social housing.</p>

<b>11. Aylesham Development</b>		
<b>Report from</b>	<b>Outline</b>	<b>Action/Resolution</b>
CP	<p>CP has compiled a comprehensive list of faults and areas of concern regarding the development in preparation for tomorrow's meeting.</p> <p>CP/ KS/ BM/ LP to attend the walkabout.</p>	Members to contact CP with any other issues that they would like to add.
CP	CP requested an update on the progress on Junction 21 proposed roundabout works.	JC to follow up with DDC

<b>12. Aylesham House</b>		
<b>Update on</b>	<b>Outline</b>	<b>Action/Resolution</b>
Aylesham Community Tearooms	The clerk sent a letter on behalf of the PC on 13/12/17 to invite them to a meeting.	Clerk to follow up on the letter and ask for a date/ time to meet.

13. Recreation and Facilities Committee update		
Report from	Outline	Action/Resolution
CP	CP reported on the Recreation and facilities Market Square site meeting. A comprehensive report and plans were submitted to the whole Council for agreement. CP proposed that the project was split in two parts. The costs to be collated and budgeted over the next 3 years.	-All agreed to proceed- The committee to write up a detailed specification for each quote they require and the Clerk will request the quotations. -Clerk to pass on bench quote to CP.
BM	BM has researched the Tree warden's scheme and has expressed an interest in taking on this role. She is awaiting details on available courses. JC proposed that all chainsaw work be outsourced to trained professionals, suitable qualified with the relevant certificates, H&S and insurance.  Date of next meeting TBC.	- BO proposed TJ seconded and all agreed.  - JC proposed MT seconded and 6 for with 2 against  -Members to advise the Clerk of the date in order for the Ass Clerk to attend

14. Spinney Lane Litter pick		
Report from	Outline	Action/Resolution
JC	The litter pick will take place in Spinney Wood as there will be no access to Spinney Lane due to it currently being a works site. All agree on Sunday 5 <sup>th</sup> February 10am-12noon.	TJ to make the request via the DDC website Advise on FB, Website & via NE at DDC

15. Wish List Consultation, S106 project update		
Report from	Outline	Action/Resolution
TJ/MT	TJ & MT attended the A&SSWS Committee meeting. The Parish Council submitted a letter to the Committee outlining how the PC and the Welfare could work together to deliver something very special for the young people of Aylesham. A site behind the spectator stand was proposed. However, some committee members were concerned that it would create a litter problem, insurance issues and thought that it would not be beneficial to the Welfare. Although the A&SSWS Committee were against working with the PC to commission a skate park on the welfare grounds. The PC has been mandated by the community via	

	the Wish List Consultation and will continue to pursue alternative options in order to act upon their request. All agreed a separate meeting was need to plan how to proceed with the s106 project proposal.	26th Feb 5.30pm Clerk to email confirmation
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#### 16. Village Memorial

Report from	Outline	Action/Resolution
JC/ BO	JC contacted The War Memorial trust regarding the design- No specific design is required.	BO to get costings for a couple of designs to bring to the next meeting. CP to pass on a number for a Stonemason to BO.

#### 17. Website

Report from	Outline	Action/Resolution
TJ	The new website is a work in progress and will continue to be once it goes live. TJ is currently working on updating the Councillors section.	TJ to discuss photo's for the site with NE

#### 18. Next Meeting

Thursday 9 February 2017, 7.00pm, Aylesham House

#### 19. Items for next Agenda

Request from	Agenda Item	Action/Resolution
BO	Memorial stone costs	
TJ	Leisure centre manager to attend next meeting and introduce herself.	

#### 20. AOB for information only

Report from	Outline	Action/Resolution
	None	

Chairperson	Signature	Date
J. Cartledge		