

Aylesham Parish Council Meeting Minutes

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Thursday 10 February 2017 at 7.00pm,
Aylesham House, Dorman Avenue South, Aylesham.
SUBJECT TO CONFIRMATION AT THE NEXT PC MEETING

1. Those Present
J. Cartledge (Chair), B. Oliver, M. Townsend, C. Price, L. Prescott, K. Sutcliffe, B. Morgan, (Cllrs), M. Sutcliffe, H. Hale (Clerk), Cllr L. Keen, Cllr G. Cowan (DDC), Cllr S. Manion (KCC)
2. Apologies
T. Johnstone,
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.
None declared

4. Minutes of Previous meeting and Matters Arising
KS Proposed and CP seconded that these were a true record - all agreed

5. Public Representatives notified to Clerk in advance of the meeting	
	Action/Resolution
5.1 A public representative attended to discuss a Village Hall – see Item 19.	

6. DDC CDO, County Cllr, District Cllr Reports, PCSO update		
Report From	Outline	Action/Resolution
Cllr Manion	SM Reported on Budget day at KCC with an extra £2,000 going into the members fund for the next financial year. JC asked if this could go towards the pedestrian crossings including one on Dorman Avenue North as previously discussed. UK referendum fund could be potentially 1.5 billion per year, East Kent Coal field could be a possible beneficiary. PC members highlighted the resident concerns with dangerous parking Dorman Avenue North including parking on the tactile paving. The Chair thanked Cllr Manion for attending the litter pick.	SM to take forward request to use the members fund for the pedestrian crossings and the concerns with dangerous parking
Cllr Cowan	GC Highlighted his concerns regarding the business case for a single council, the potential increase in costs could amount to an increase in council tax. He will be asking DDC the following questions: Could DDC disclose the capital receipts from the development land and how much is ring fenced for Aylesham? What percentage of houses are ring fenced for local families, in order to keep younger generations local?	Clerk to email further details to the PC Councillors for consideration in order to respond to DDC GC to report faulty lighting in the

		Market Square
Cllr Keen	<p>LK reported that Southern housing, DDC CSU and the PCSO are now addressing ASB issues behind the post office. The Double yellows parking restrictions will be reinstated alongside the post office by the Developers.</p> <p>Following on from the last Aylesham and District Community Trust meeting, LK was informed that they would not consider using the old orchard land for the allotment space.</p> <p>Regarding the Business case for the new single council, LK will ask DDC: What are DCC's plans for consulting the residents?</p>	

7. Correspondence		
From	Outline	Action/Resolution
NHS East Kent delivery board	Invitation to listening events about health and social care. Canterbury and Coastal event: Friday 3 February 2017, 10.00-1.00, Canterbury Cricket Club, Spitfire Ground, Canterbury	Clerk sent details to Councillors 20.1.17
KCC	<p>Draft Kent Drug and Alcohol Strategy 2017 - 2022 consultation provides an opportunity to tell KCC and Kent Police whether their proposed response to the changing drug and alcohol landscape is appropriate and as effective as it can be. The deadline for responses to KCC is 19 February. The consultation document can be downloaded via the following link</p> <p>http://consultations.kent.gov.uk/consult.ti/KentDrugandAlcoholStrategy/consultationHome</p>	
KCC	<p>KCC have published a consultation to refresh its Freight Action Plan (see http://consultations.kent.gov.uk/consult.ti/freightactionplan/consultationHome). The deadline for response to KCC is 12 March.</p>	
Bechange	Invitation to their 20 th Birthday Celebrations- Saturday 4 th February 12.30-3pm	
DDC	Fly Tipping Incident (Rear of Burgess Road / Kings Road Aylesham) Outcome: A fixed penalty notice for £400.00 was issued and has been paid.	
L. Keen	Update from Southern housing and DDC CSU on reported ASB issues.	
KALC	Neighbourhood Planning Workshop - A Morning Event	

	Lenham Community Centre Date: 22 February 2017 9:30 AM	
KALC	Letter received from The Office of Her Majesty's Lord-Lieutenant of Kent inviting you to his annual Civic Service at Rochester Cathedral on Tuesday 14th March 2017 commencing at 11.00 am. The invitation is for 2 representatives per Parish/Town Council.	
DDC	The Business Case for a new single council for East Kent can be found www.dover.gov.uk/ekcouncils DDC Cabinet will be formally considering the next steps on 1 st March.	Details emailed to Councillors 14.2.17
KALC	Joint KALC/KFAS Information Event -Delivering Effective Partnership Working in Kent's Communities 2017. The event is taking place on Tuesday 28 February 2017 at the Mercure Maidstone Great Danes Hotel, Ashford Road, Hollingbourne, Maidstone, ME17 1RE. 9am- 1pm. The closing date for booking is Tuesday 21 st February 2017.	

8. Planning Applications		
Ref No	Outline	Action/Resolution
DOV/16/00985	Reserved matters application for the approval of details relating to access, layout, scale, appearance 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)	Meeting with principal planner held on 23/1/17 Assistant clerk emailed outline of objections to the Members for amendments and approval in preparation to submit
DOV/17/00009 Dated: 20/01/2017	Proposal: Erection of a two storey rear extension Location: 42 Kings Road, Aylesham, CT3 3HA	No Objections

9. Grant Applications		
From	Outline	Action/Resolution
	No Grants received	

10. FINANCE & ACCOUNTS (monthly reconciliations and accounts always available to view)	
Action Item	Resolution
9.1 The outlined expenditure approval	MT proposed and BM seconded - all in favour

Expenditure			
Cheque No			Jan 17
3104	Clerk	Key cutting	12.50
3105	Assistant clerk	Jan salary	632.32
3106	Cleaner	Padlock and cleaning products	28.16
3107	KALC	Councillor training	72.00
3108	A. T. Blackman	Boiler repair	96.00
3109	Diane Malley	Payroll service and pension admin	91.00
3110	Craigdene Ltd	Annual play park inspection	420.00
3111	Clerk	Norton 360 annual subscription & a full set of laser toner cartridges	219.99
3112/ SO	Clerk salary	Jan salary	1003.70
3113	AJL Garden services	Jan Ground Maintenance	304.88
3114	Fineview Landscapes	Gate and fencing Installation in the Market Square	1108.60
SO	Cleaner salary	Jan salary	244.48
DD	EDF	Monthly DD	54.00
DD	The peoples pension	Pension contributions	6.09
TOTAL			4293.72

11. Aylesham Development		
Report from	Outline	Action/Resolution
Clerk	Resident request regarding signage in Snowdown, to include a welcome to Snowdown and a Historic sign	Clerk to contact SM regarding the welcome sign and DDC regarding the Historic signage
MT/ JC	CCTV in the Market Square PC to work in partnership with DDC CSU and local businesses on splitting the costs of additional camera installation	
MT	MT Gave an update for recent Aylesham Development meeting at DDC The Walkabout meeting has now been rescheduled for Friday 24 th February at 12.30pm Street furniture and benches in the market square.	KS CP BO BM LP attending the walkabout. DR to send benches spec to the PC

12. Aylesham House		
Update on	Outline	Action/Resolution
Roses Tea room & Thrift shop	Building structure near completion and ongoing negotiations in progress regarding outstanding issues prior to opening of the venue	Further legal consultation in process
Aylesham House Maintenance	A new pad lock has been purchased for the metal gate and all of the key holders have signed for the keys.	CP to purchase and fit new barrel and get additional keys cut - all agreed

	CP suggested that he also replace the barrel in the main door.	
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13. Committee update		
Report from	Outline	Action/Resolution
	Planning Committee- DOV/16/00985	Objections submitted.
	Recreation & facilities Committee agree a date for the next meeting	Friday 17th February 10.30am
Craigdene	Play park inspection report was very thorough detailing all issues and recommendations. The inspector had the relevant specialist qualifications and experience. Ground maintenance contractor advise on Snowdown play park	All agreed to use Craigdene for future inspections and services for training. CP to research via land registry and report back to Committee to agree next steps

14. Insurance renewal		
Report from	Outline	Action/Resolution
	The three insurer options were considered from Came & Co by the members. A resolution was made to go with Hiscox 3 year option. Which offered the best value for money, whilst giving the required cover.	MT proposed CP seconded - all agreed

15. Lone working Policy approval and adoption		
Report from	Outline	Action/Resolution
	The policy submitted to the members for consideration	KS proposed and MT seconded - all agreed to approve & adopt the policy

16. Wish List Consultation, S106 project update		
Report from	Outline	Action/Resolution
	The procurement committee gave an update on the project to date. To include site meetings with DDC and skate park designers. The procurement committee - MT JC TJ plus the Clerk to meet and agree next steps	Clerk to email PIE factory music to arrange a meeting and feedback from the user group after their upcoming skate park meeting

17. Celebrate event update		
Report from	Outline	Action/Resolution
KS & HH	Saturday 24 th June will be the Community day on Market Square led by the PC. Idea and suggestions for the day were discussed. EB will assist with event application	Members to email the assistant clerk with contact details for stalls etc. EB to arrange a meeting with PC, St Peters, the Baptist Church and PIE Factory Music

18. Village Memorial		
Report from	Outline	Action/Resolution
BO	BO has received one quote to date for the memorial stone and still chasing the other two. The assistant clerk is happy to follow this up. Consideration needs to be given asap to the scheduling of the works in order to work around planned events.	BO to submit two more quote to the clerk by the next meeting. The clerk will the send the info to DDC to agree how the cost will be split with the developers.

19. Village Hall		
Report from	Outline	Action/Resolution
Local elector	A public representative- I have had informal talks with a number of individuals regarding the current and future lack of a designated Community Facility / Village Hall in Aylesham. I am particularly interested in adopting an ACRE constitution and initially exploring the level of possible support, leading to a steering committee. This will be a major venture that will require an understanding of managing a fairly large Community Charity. Would the PC like reps on the group?	The PC would like to support LK and the residents interested in pursuing this project by having PC reps on the group which LK is to set up. The PC initial questions for consideration are: - Is this something that the local residents want? - Is there a suitable location? LK to arrange a meeting with ACRE to start the ball rolling.

20. Next Meeting
Thursday 10 th March 2017, 7.00pm, Aylesham House

21. Items for next Agenda		
Request from	Agenda Item	Action/Resolution
LP	Coop car park quotes	

20. AOB for information only		
Report from	Outline	Action/Resolution
Councillor vacancy	Awaiting outcome of the notice from DDC	
BM	BM is booked on a free Tree warden course and will feed back to the Committee	

Chairperson	Signature	Date
J. Cartledge		