

Aylesham Parish Council August 2018

Thursday 9th August 2018, at 19:30,
Aylesham House, Dorman Avenue South, Aylesham.

SUBJECT TO CONFIRMATION AT THE NEXT FULL PARSH COUNCIL MEETING

1. Those Present
J. Cartledge (Chair), Cllrs L. Prescott, B. Oliver, T. Johnstone, K. Sutcliffe, K. Razzell (Parish Clerk), D. Jenkins (Asst. Clerk), Cllr S. Manion (KCC)
2. Apologies
Cllrs M. Townsend (Vice Chair), B. Morgan, C. Price, Cllr L. Keen (DDC), Cllr G. Cowan (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.
J. Cartledge – Welfare Committee & A4A. K. Sutcliffe A4A

4. Minutes of Previous Meeting and Matters Arising:	
Outline	Action/Resolution
Proposed by Cllr K. Sutcliffe and seconded by Cllr B. Oliver.	All in favour. Minutes to be uploaded to website by 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.	

6. DDC, County Cllr, District Cllr Reports:	
Outline	Action/Resolution
Matters arising:- Cllr Steve Manion <ul style="list-style-type: none">Potholes & Road Surfacing – Cllr Manion sends weekly updates to the Clerk on the progress being made by Kent County Council. Reporting of the pot holes is slowing down, and he encourages residents to report them still.Cllr Manion will be Co-Funding a joint speed survey on Spinney Lane (for more information please refer to item 11).	

7. Correspondance:		
From	Outline	Action/Resolution
Lawrence Knight – Village Hall Committee	Meeting request with Chair Jo Cartledge	A short meeting was held with Aylesham Hub Limited (formerly Aylesham Village Hall Committee), they have asked for one Councillor to sit on their board. Chair has asked for Councillors to consider this & it be placed on September's Agenda.
Kent Police	Kent Policing Survey 2018 - Kent Police and Crime Commissioner Matthew Scott wants to hear views on community safety in the local areas. A public consultation is taking place for the public to voice their concerns: https://www.kent-pcc.gov.uk/listening-to-you/public-consultations/	Noted.
Aylesham Carnival Association	Letter requesting use of Market Square on 22 nd September 2018 to hold annual Carnival event.	Proposed by K. Sutcliffe, seconded by T. Johnstone. All in favour. Aylesham Parish Council give full permission.
Aylesham Carnival Association	Letter inviting the Chair to attend the Carnival proceedings on Saturday 22 nd September 2018.	Chair confirmed attendance with a plus one.
Local Resident	Local storage facilities (land owner or farmer) of non-revenue buses that are used 4 or 5 times a year.	Suggestions emailed by Clerks to resident.
Local Resident	Suggestion to create a village pond, and would be happy to help with fundraising.	Noted as a great idea, however unsustainable and in the long term who would manage it.
Dover District Council	Notification of 20yd skip to be placed on land adjacent to Aylesham Cemetery (not on the defined cemetery area).	Noted.
Adisham Parish Council & Barham Parish Council	A2 Roundabout update	Clerk has given the latest update to the neighbouring Clerks, and will send over any update she receives in future.
Aylesham 4 Aylesham	Letter of thanks of collaborative support for the successful Summer Fayre on the Square.	Noted. Aylesham Parish Council look forward to future events.
Aylesham 4 Aylesham	Support & permission from the Parish Council to use the Market Square on	Proposed by B. Oliver, Seconded by L. Prescott.

	Saturday 1 st and Saturday 23 rd December 2018 (in all throughout December). This is to hold another annual Christmas Community Celebration, Saturday 1 st will be to site the Christmas tree & a lighting ceremony, Saturday 23 rd Carol concert & Fayre in the Square.	All in favour. Aylesham Parish Council give full permission to Aylesham 4 Aylesham.
--	--	--

8. Planning Applications:

Ref No	Outline	Action/Resolution
18/00597	Erection of a detached self-contained annexe (existing outbuilding to be demolished). Location: 31 Coniston Drive, Aylesham CT3 3HZ	Deferred to Planning Committee Meeting to be held on 14/08/18.
18/00731	Erection of a single storey rear conservatory Location: 5 Weston Mews, Sandwich Road, Snowdown CT15 4FA	Deferred to Planning Committee Meeting to be held on 14/08/18.
16/00985 Public Footpath Diversion Order no 3 of 2018 Public Footpath no EE461	Public diversion order for footpath EE461 as part of phases 1B2 and 1B3 of the Aylesham Village Expansion. Location: western end of Derwent Way.	Deferred to Planning Committee Meeting to be held on 14/08/18.
18/00812	Change of use to allow community tearoom, thrift shop & community uses Location: 1 Milner Crescent, Aylesham CT3 3BH	Deferred to Planning Committee Meeting to be held on 14/08/18.

9. Grant Applications:

From	Outline	Action/Resolution
Aylesham Carnival Association	Aylesham Annual Summer Carnival funds to go towards insurance costs & cost for bands. Amount requested: £1,500	Proposed by B. Oliver, seconded by T. Johnstone. All in favour. Full grant amount awarded: £1,500
Aylesham Twinning Association	Visit to Vineyard and medieval banquet on Saturday 25 th August Amount requested £1,000	Proposed by T. Johnstone, seconded by B. Olive. All in favour. Full grant amount awarded: £1,000

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

Action Item	Resolution
a) The outlined expenditure approval	Proposed by T. Johnstone, Seconded by L. Prescott. All in favour.
<ul style="list-style-type: none">UK Power Networks feeder pillar for skate park – cctv, dj booth, lightingKarllee Construction Invoice 2974 Aylesham Skate Park – final invoice (remaining 50%) fencing £5,352.00David Sharp Window Cleaning, Aylesham House £40.00Cleaning supplies Aylesham House (K. James) £ 40.11John Mills Plumber (Aylesham House) upstairs toilet seat & plastic surround for said toilet.Kent County Council (KCS) – Office supplies £52.86KCS Chartered Surveyors Aylesham Skate Park overseeing the JCT Minor Works Contract £300.00Surrey Hills Solicitors – Skate Park Advice, two invoices £110.40 & £662.40Surrey Hills Solicitors – advice & drafting of lease, Roses Tea Room & Thrift Shop CIC £900.00CLlr Prescott expenses – generator petrol & oil for Fayre on the Square £17.44	Clerk to arrange payments by cheque

Expenditure			
Cheque No	Date	Payee	
3439	21/06/2018	Austin Taylor Limited (Accountant)	£1,735.20
3444	22/06/2018	Kent County Council Office Supplies	£56.76
3445	22/06/2018	Surrey Hills Solicitors	£248.40
3446	25/06/2018	Clerk postage stamps	£17.28
3437	25/06/2018	Clerk expenses - printer ink cartridges	£146.52
3451	25/06/2018	Clerk salary difference	£364.13
3447	27/06/2018	Aylesham Village Hall Committee - Grant Application	£135.71

3448	27/06/2018	Kent Miners Festival - Grant Application	£600.00
3449	29/06/2018	Aylesham Bridge Club - Grant Application	£338.00
3452	06/07/2018	Karllee Construction Ltd - Skate Park Fencing 50% first payment	£4,872.00
3454	06/07/2018	Karllee Construction Ltd – 50% of Skate Park Works	£34,673.00
3441	09/07/2018	KALC - Audit Workshop	£36.00
3442	09/07/2018	KALC - Dynamic Councillors Workshop	£72.00
3434	09/07/2018	KALC - Planning Course	£72.00
3450	09/07/2018	Aylesham Heritage Centre - Grant Application	£251.77
3428	09/07/2018	KALC – 2018/2019 Annual Subscription	£1,028.30
3456	11/07/2018	Kent Surrey & Sussex Air Ambulance -Donation	£150.00
3458	12/07/2018	AJL Garden Services – May 2018 Invoice	£304.88
3457	12/07/2018	AJL Garden Services – June 2018 Invoice	£304.88
3455	17/07/2018	Councillor Expenses – M. Townsend - Tent Pegs and Ratchet Straps	£99.18
3459	17/07/2018	Councillor Expenses - M Townsend - Marquees	£2,165.00
3463	20/07/2018	Councillor Expenses - L Prescott Oil & Petrol for generator	£17.44
3460	20/07/2018	Surrey Hills Solicitors	£110.40
3462	20/07/2018	Surrey Hills Solicitors	£662.00
3461	20/07/2018	Surrey Hills Solicitors	£900.00
DD	27/06/2018	British Gas	£51.34
DD	02/07/2018	B&CE Holdings LTD	£14.50

DD	03/07/2018	BT Group PLC	£172.79
DD	06/07/2018	British Gas	£352.48
S/O	28/06/2018	Cleaners salary	£244.48
S/O	28/06/2018	Clerk salary	£881.18
S/O	28/06/2018	Assistant Clerk salary	£713.39
TOTAL EXPENDITURE			£51,792.04
INCOME			
TOTAL INCOME			£0.00

11. Spinney Lane (Speed Surveys)

Outline	Action/Resolution
Cllr Manion (KCC) has asked the Parish Council if they wish to co-fund a joint project on speed counts on Spinney Lane with the view to get the speed limit reduced. To progress the project the Councillors discussed the matter and agreed to progress to obtaining quotations in July's meeting, quotations received at a cost £490, PC to pay half of this.	Proposed by B. Oliver, seconded by K. Sutcliffe. All in favour. Aylesham Parish Council to co-fund the Speed Surveys.

10. Bus Shelter – Cornwallis Avenue

Outline	Action/Resolution
<ul style="list-style-type: none"> Tesco's insurance company have offered to replace the bus shelter in its entirety. This includes removal of the damaged one, safe disposal of it and erection a matching unit. Total sum of £5,780 plus VAT. The Parish Council accepted this as a settlement offer. 	Proposed by B. Oliver, seconded by K. Sutcliffe. All in favour. Clerks to confirm acceptance.

11. Boundary Review

Outline	Action/Resolution
<ul style="list-style-type: none"> The Parish Council will submit a response on Monday 13th August which is the deadline for doing so. The correct figures do not appear to have been provided in the Draft Report, and they wish to keep the Aylesham ward at 2 Councillors. 	Clerks to submit response.

12. Roses Tea Room & Thrift Shop CIC	
Outline	Action/Resolution
<ul style="list-style-type: none"> The Parish Council acknowledge their Solicitor's correspondence, and their proposed Heads of Terms and will consider these further. 	Councillors to consider these further before responding.

13. Aylesham Development	
Outline	Action/Resolution
Market Square Shop Fronts: The Parish Council held an initial meeting with the shop owners and D. Robinson of DDC. Quotes are to be obtained by DDC from the developers of the new shops to see how much it will cost to update all the shop fronts.	D. Robinson to obtain quotes. Meeting to be arranged again once these have been obtained.
Local Plan: The Parish Council are to attend all meetings on this, they feel a piece of land needs to be set aside for amenities with the developers as early as we can. A possible Wish List of amenities from residents was discussed.	Further discussions at the September meeting.
Allotments: A meeting took place with DDC, an area on Kings Road/Burgess was identified as too small. Another area was by the Ratling which has suitable access and would mean no development there. The Parish Council have asked people on the waiting list if they require half or full allotments most wanted full.	Contact and visit another Parish Council led allotment site to see how it works & how it is funded.
War Memorial The layout of the inscription was chosen, agreed and signed by the Chair.	Proposed by K. Sutcliffe, seconded by B. Oliver. All in favour.

14. Aylesham House:	
Topic	Action/Resolution
Fire Risk Assessment This has not been carried out yet. Broken locks on fire doors need to be replaced.	Clerks to arrange new fire door locks. Quote to be obtained for an external Fire Risk Assessment of the building. If it is over £500 3 quotes will need to be obtained. Proposed by B. Oliver, seconded by L. Prescott.
Storage Container It was discussed to have a storage container on the grounds of Aylesham House, but concerns were raised. A garage could be more suitable.	Garage quotes to be obtained by T. Johnstone.

15. Skate Park (Update)	
Outline	Action/Resolution
Fearless Ramps have will have completed the skate element of the project within a few weeks. With that in mind an Opening Event was discussed to take place, one the post installation inspection had taken place. Fearless Ramps have provided a quote for the event to include food (at a cost of 50p per item), prizes and giveaways, performers, DJ, design and promotion. This is a cost of £3,000.	Clerks to source local companies to attend the event, however a cost of up to £3,000 plus VAT may be required. Proposed by T. Johnstone, seconded by L. Prescott.

16. Committees Update	
Outline	Action/Resolution
<p><u>Recreational and Facilities Committee</u> – Cllr L. Prescott gave an update:</p> <p><i>Snowdown Play Park Swings</i> – A date to be set to fix these.</p> <p><i>Snowdown Recreational Field</i> – Fly tipping still occurring.</p> <p><i>Remembrance Day</i> – There will be a morning service as normal in the Market Square, and then a 6.30pm service with hymns and speeches. 7pm a beacon will be lit where the Christmas tree area is.</p>	<p>Two councillors to make the repairs to the swings imminently.</p> <p>Coal Board to be contacted regarding the fly tipping.</p>

15. Next Meeting	
Outline	Action/Resolution
Thursday 13 th September 2018 at 19.00pm	

Items for Next Agenda:	
Outline	Action/Resolution
Local Plan	
16. AOB: For Information Only	
Outline	Action/Resolution