



## **AYLESHAM PARISH COUNCIL**

### **Notice of Meeting**

I hereby give you notice that a **MEETING of AYLESHAM PARISH COUNCIL** will be held at **Aylesham House for Councillors & Via Zoom for Members of the Public on Thursday 29<sup>th</sup> July 2021 at 19.00pm.** Notice dated 22nd July 2021

*K. Robinson* Parish Clerk & RFO of the Parish Council

**Members of the Public are encouraged to still attend remotely via Zoom, due to the limited space in Aylesham House. Please contact the Clerk at [ayleshamparishcouncil@btinternet.com](mailto:ayleshamparishcouncil@btinternet.com) for the Zoom link.**

### **Business to be transacted**

1. Those Present
2. Apologies For Absence
3. Declaration of Interest
4. Minutes of Previous Meeting
5. Matters Arising (from the previous minutes not covered elsewhere on the agenda).
6. Public Representation (Notified to Clerk in advance of the meeting, agenda items only)
7. County Cllr, District Cllr, Dover District Council & PCSO Reports
8. Correspondence & Clerk Report (page 3)
9. Finance Committee & Payments Approval  
Finance Committee next meeting date 22<sup>nd</sup> July 2021, matters from this meeting to be discussed in August.  
i) July 2021 Payment Schedule approval (page 4 & 5)
10. Planning Committee  
Minutes from the July meeting held on 27<sup>th</sup> will be circulated to all Councillors and placed on website as soon as they are available.
11. Recreational & Facilities Committee  
Meeting held on 15<sup>th</sup> June 2021. Minutes of this meeting have been circulated to all councillors, and are available on our website. Next meeting date: to be confirmed.
12. Working & Community Group Updates  
i) Working Group (with Aylesham Hub Ltd & A&SSWS)  
ii) Aylesham Networking Group – No updates
13. Spinney Wood (update, if any)

#### 14. Aylesham Development

Meeting with Dover District Council, Persimmon Homes, BDW Homes (Barratt Homes), Cllr L. Keen (Chair) and Aylesham Parish Council held on 17<sup>th</sup> June 2021 via Teams. File notes of the meeting by Parish Clerk, DDC Meeting Notes, and updated Issues Log have all been circulated to Councillors. Next meeting is to be held in September.

Resolutions required for:

- Buckle Drive Blocked Drains (to discuss, resolution)
- Meeting with R. Wragg (DDC) (to discuss, resolution)
- Welcome Back Fund/High Street/Shop Fronts (to discuss/resolution)
- Lighting PROW rear of Derwent Way (resolution)
- Stagecoach – New hopper bus (update, resolution)
- Councillor attendance (with Parish Clerk) to meetings (resolution)
- Hill Crescent zip wire/meadow area, Allotments and Attlee Avenue Play Park

#### 15. White Cliffs Countryside Railway Partnership (update, if any)

#### 16. Section 101 Delegated Authority to Parish Clerk/RFO & Assistant Clerk (in the absence of the Parish Clerk)

In case of emergency the Parish Clerk/RFO & Assistant Clerk would be able to authorise any matters on behalf of the Parish Council. This would always be in consultation with Councillors prior to doing so – this would be applicable to Full Council and Committees.

#### 17. Dover District Council Leases of Land

- i) Market Square - update
- ii) Attlee Avenue - update
- iii) Skate Park – update

#### 18. Car Park (rear of Co-Op)

- i) Lease for the Co-Operative Group ownership side of the car park & general matters

#### 19. Boundary Commission Response

#### 20. Next Meeting: Thursday 12<sup>th</sup> August 2021; Items for next Agenda

#### 21. AOB (for information only)

**This notice must be sent by email to every Member of the Council three days before the Meeting. Anyone wishing to speak on an item should contact the Clerk, in advance of the meeting by email:**

**[ayleshamparishcouncil@btinternet.com](mailto:ayleshamparishcouncil@btinternet.com)**

**Please note that if you wish to photograph, or record this meeting please can you inform the Chairman prior to commencement.**

**\*Our new website [www.ayleshampc.co.uk](http://www.ayleshampc.co.uk)\***

## **8. Correspondence & Clerk Report**

### **Correspondence**

**8.1** Email from local resident regarding pot holes in Dover District Council car park on Boulevard Courrieres.

**8.2** Aylesham Parish Council were copied in an email to Cllr Manion regarding the incorrect spelling of Snowdown on the A2060 new (Canterbury bound) roundabout. The resident asked if this could be rectified.

**8.3** Email chain that the Parish Council have been copied into regarding parking on Dorman Avenue South, back road of Market Square shops (off Dorman Avenue South), traffic offences in Milner Crescent (driving the wrong way up a one way road, persistent parking the wrong way on the corner), Central Boulevard/Market Place (bikes doing wheelies, driving erratically), member of public in Market Square with aggressive outbursts and children on motorised scooters.

**8.4** Email from Aylesham Workshop Trust regarding their Open Day on Saturday 21<sup>st</sup> August 2021. The Parish Council have been invited to exhibit in the Main Hall any plans or ideas they have that they wish to convey to the public. They also request permission to put advertising banners up at the entrance to the Market Square after 24<sup>th</sup> July.

**8.5** Email chain regarding lack of Kent County Council Warden for Aylesham. Cllr L. Keen has raised this with Dover District Council and Mike Hill Cabinet Member for Community and Regulatory Services for KCC.

**8.6** Email from Emily Barnes of DDC, regarding Geocaching Trail and permission for two locations, Aylesham House & Market Square.

**8.7** Email from local resident regarding overgrown vegetation at the rear of Attlee Avenue Play Park which is now around 8ft and is encroaching neighbouring properties.

### **Clerk Report**

**8.8** Laptop, MS Office 365 and virus protection quotes circulated to Councillors prior to the meeting.

**9. i) July 2021 Payment Schedule:**

| <b>Cheque Number</b>         | <b>Payee</b>                   | <b>Expenditure</b>   | <b>Invoice Number</b> | <b>Net</b> | <b>VAT</b> | <b>Total</b> |
|------------------------------|--------------------------------|--|-----------------------|------------|------------|--------------|
| 3811<br>3812<br>3813<br>3814 | Staff                          | July Salary & Salary Differences   | N/A                   | £905.31    | N/A        | £905.31      |
| 3814                         | Clerk Expenses                 | Zoom July, web camera & hdmi/vga adaptor for laptop (Amazon)                                   | N/A                   | £39.71     | £5.16      | £43.37       |
| 3809                         | UK Safety Management           | Recreational Committee Aylesham House Maintenance/ Repairs Annual PAT Test                     | 765330                | £156.99    | £31.40     | £188.39      |
| 3815                         | AJL Garden Services            | Grounds Maintenance June Invoice   | N/A                   | £665.50    | N/A        | £665.50      |
| 3807                         | Fire Security Services Ltd     | Recreational Committee Aylesham House Maintenance/ Repairs Fire Extinguisher Annual Service    | 7340                  | £63.50     | £12.70     | £76.20       |
| 3808                         | Clean & Simple Window Cleaning | Recreational & Committee Aylesham House Maintenance/ Repairs Bi-monthly window clean June 2021 | 035                   | £35        | N/A        | £35          |
| 3816                         | Surrey Hills Solicitors        | All services in connection with  | 5333                  | £425       | £85        | £510         |

|      |                                |   |         |      |        |         |
|------|--------------------------------|---|---------|------|--------|---------|
|      |                                | leases at Market Square & Attlee Avenue             |         |      |        |         |
| 3816 | Surrey Hills Solicitors        | All services in connection with Lease of Skate Park | 5332    | £375 | £75    | £450    |
| 3817 | Rialtas Business Solutions Ltd | 1 Year User Licence, support & maintenance,         | SM23756 | £124 | £24.80 | £148.80 |
| 3818 | All Out Waste                  | Removal of photocopier (broken)                     | 100     | £30  | N/A    | £30     |