



AYLESHAM PARISH COUNCIL
Minutes of the Meeting of the Parish Council

Minutes of **AYLESHAM PARISH COUNCIL** meeting held on **Tuesday 10th October 2022**
at **19.00pm**, Aylesham House

SUBJECT TO CONFIRMATION AT THE NEXT MEETING

***Prior to the commencement of the meeting, a one-minute silence was observed to pay respects to
HM Queen Elizabeth II following her death on 8th September 2022***

1. Those Present

Cllrs J. Pout (Chair) S. Bott; L. Prescott; B. Oliver; D. Fleck.
Parish Clerk & RFO K. Robinson; N. Purcell (Administrator).
6 members of the public present.

2. Apologies for Absence

Cllr K. Sutcliffe – unwell.

3. Declaration of Interest

S. Bott- Aylesham and District Community Workshop Trust
B. Oliver - Aylesham Hub Ltd

4. Minutes of Previous Meeting

August 2022

Resolved: It was proposed by S. Bott, seconded by B. Oliver and **RESOLVED** that the minutes of the previous meeting held on 11th August 2022 are a true and accurate record.

Outcome: All in, motion carried.

Extraordinary Meeting September 2022

Resolved: It was proposed by B. Oliver, seconded by D. Fleck and **RESOLVED** that the minutes of the Extraordinary Meeting of the Council held on 5th September 2022 are a true and accurate record.

Outcome: All in favour, motion carried.

5. Matters Arising (from the previous minutes not covered elsewhere on the agenda)

None.

*Meeting is suspended for up to 15 minutes to allow discussion with members of the electorate of the
Parish of Aylesham present at the meeting*

6. Public Representation (Notified to Clerk in advance of the meeting, agenda items only)

None.

7. External Reports

7.1 County Councillor Report - see appendix A

7.2 District Councillor Report - see appendix B

7.3 DDC Aylesham Community Development Officer - Invited to attend, but not present at meeting.

7.4 Police Report- Circulated to all Cllrs prior to the meeting and is available on the Parish Council's website.

Parish Council Meeting Resumed

8. Parish Clerk Report

8.1 Email from a resident regarding the number 96, 95, 86 and 89 buses that come to Aylesham have been failing to pick up children who use the bus to get to their schools/and home due to being full and overcrowded. If children do manage to get on the bus, some are left standing for example from Aylesham to Sandwich for the entire journey. The resident has asked for the Parish Council's help with this matter.

Action: Kent County Council Cllr S. Manion is going to pass on concerns to Kent County Council.

8.2 N/A

8.3 Complaint regarding the overgrown entrance flower beds to Market Square received.

Actioned: Parish Clerk noted that they used to be included within the lease for the Parish Council to manage but were not included in the new lease granted by Dover District Council. Both overgrown flowerbeds have been reported to Kent County Council and Dover District Council. Dover District Council have said they belong to Kent County Council, Parish Clerk will continue to chase but would like to escalate to District/County Councillors dependant on ownership, in two weeks if no further forward.

Resolved: It was proposed by B. Oliver and seconded by D. Fleck that the matter be escalated to District Councillors/County Councillor as appropriate, if no further forward in two weeks' time.

Outcome: All in favour, motion carried.

8.4 Resident reported large log barrier removed from Spinney Wood, near to Wilcox Close entrance.

Actioned: Reported to White Cliffs Countryside Partnership.

Resolved: It was proposed by S. Bott and seconded by B. Oliver that a request is made to the White Cliffs Countryside Partnership to either paint a hazard line on the log, or signage installed to identify the potential trip hazard for those visiting the woods.

Outcome: All in favour, motion carried.

8.5 Christmas Tree 2022:

Parish Clerk advised Councillors that Aylesham Parish Council agreed to sponsor the tree for 3 years until 2022 but last year Aylesham 4 Aylesham funded the tree. Council have included in this year's budget expenditure for the tree so should honour the sponsorship and consider annual sponsorship including its removal within each Annual Budget.

Resolved: It was proposed by S. Bott and seconded by B. Oliver that Aylesham Parish Council sponsor the Christmas tree, to include its removal and discuss further sponsorship at each Annual Draft Budget meeting.

Outcome: All in favour, motion carried.

8.6 Hawthorn tree on Boulevard Couriers that has been there since probably before the village was built has been chopped down. Resident and many others are extremely upset about this. In addition, in the past couple of years 4/5 trees have been felled on Boulevard Couriers, some perhaps diseased. No effort has been made to replace them. Does the Council have any plans to replace these trees? The resident would assist in cost and/or raising of funds for a replacement Hawthorn tree.

Actioned: The hawthorn tree in question was within the boundary of a private dwelling. No planning applications regarding removal of the tree, or Tree Protection Order were found on Dover District Council's website.

Resolved: It was proposed by S. Bott and seconded by B. Oliver that Aylesham Parish Council re-launch the TPO campaign and investigate if any organisations within the village are willing to partner with the Parish Council to source trees for planting in the village, pending permissions to plant trees from Kent County Council/and or Dover District Council.

Outcome: All in favour, motion carried.

8.7 Reports from two residents that one of the skate ramps has lifted, causing a potential hazard to users.

Actioned: Quote obtained for emergency work from Safeplay Playground Services Ltd for £724 plus VAT; approved by Chair and Parish Clerk as per Financial Regulations item 4.1. Repair took place 10th October 2022.

Outcome: Noted by Council.

8.8 Kent County Playing Fields Association annual subscription of £20 now due.

The Kent County Playing Fields Association was formed in 1926 and its fundamental objective throughout has been to ensure that there are adequate facilities for recreation in every city, town, and village in Kent and to encourage the provision, improvement, retention and use of playing fields, children's playgrounds and other recreational centres. In pursuit of this objective, the Association will co-operate with such organisations and groups as necessary to secure the provision of new facilities and to safeguard existing facilities that may be under threat.

Aylesham Parish Council have subscribed in previous years. If a grant is ever needed for play equipment the parish council can apply for up to £1,000.

Resolved: It was proposed by B. Oliver and seconded by D. Fleck that Aylesham Parish Council subscribe to the Kent County Playing Fields Association for another year, at a cost of £20.

Outcome: All in favour, motion carried.

9. Section 101 Delegated Authority (*items to be noted by Council*)

9.1 Aylesham & District Community Workshop Trust Grounds Hire Agreement Application

Outline: To place banners on both entrances into the Market Square, advertising the "We are Aylesham Village History Event 2022" on Friday 16th September 2022. They wish for banners to be placed from 27th August to 19th September 2022.

Outcome: Three Councillors were in support of this. Two Councillors did not reply. One had a Declaration of Interest and therefore could not be included in this decision. As three Councillors gave support for this Therefore, under S101 Delegated Authority permission was given to Aylesham Hub Ltd.

9.2 Dover District Council Planning Application: 22/00879

Proposal: Erection of single and two storey rear extensions.

Location 49 Milner Crescent, Aylesham CT3 3BH

Outcome: Four Councillors responded to submit "no comments". Two Councillors did not respond. S101 Delegated Authority response with "no comments" was submitted to DDC.

9.3 Dover District Council Planning Application: 22/00842

Proposal: Erection of an outbuilding for storage use. **Location:** 64-66 Cornwallis Avenue, Aylesham CT3 3HQ

Outcome: Four Councillors responded to submit "no comments". Two Councillors did not respond. S101 Delegated Authority response with "no comments" was submitted to DDC.

9.4 Dover District Council Planning application 22/00805

Proposal: To install two windows to ground floor side elevation. **Location:** 46 Cornwallis Avenue, Aylesham.

Outcome: Four Councillors responded to submit 'no comment'. Two Councillors did not reply. As four councillors provided responses, "no comment" was submitted as the Parish Council's response under s101 Delegated Authority.

9.5 Aylesham & District Community Workshop Trust Meeting

Aylesham & District Community Workshop Trust' CEO would like to arrange an initial meeting with the Parish Council to begin to explore how best they can develop a partnership with Aylesham Parish Council.

Outcome: Three councillors responded in support. Three did not respond. The initial meeting with the Chair and Parish Clerk will be arranged using S101 Delegated Authority. No decisions will be made at the initial meeting, any decisions will be made at Full Council by all Councillors.

9.6 Dover District Council Planning Application 20/00693

Proposal: Erection of a three-storey residential block comprising of 21no. self-contained flats, a drinking establishment and associated parking, formation of additional access **Location:** Aylesham Sports Club, Burgess Road, Aylesham.

To decide if APC wish to attend to speak on the matter, which is being discussed at DDC's Planning Committee meeting on 15th Sept at 6 pm.

Outcome: One Councillor responded to say they could not attend, no other responses received from Councillors therefore no decision was made.

9.7 Proposed Community Litter Pick at the Skate Park

Dover District Council would like to work with the Aylesham Parish Council to highlight the litter issues at the skate park play area/surrounding land on Station Field. S101 sent to Councillors in order for Aylesham Parish Council to be in agreement to this, and whether any councillors are available to attend. DDC Community Officers, District Councillors also invited to attend.

Outcome: Two councillors were in agreement and able to attend. A further three responded in agreement but are unable to attend, one Councillor did not respond. Therefore, confirmation was sent to DDC using S101 Delegated Authority that Aylesham Parish Council are in support and some Councillors will attend to partake in the litter pick.

9.8 Dover District Council Planning Application 22/01126

Proposal: Erection of detached annexe. **Location:** 40 Kings Road, Aylesham. Erection of a detached annexe.

Outcome: Three Councillors responded to submit 'no comment'. Three did not reply. As four councillors responded, "No comment" was submitted as the Parish Council's response under S101 Delegated Authority.

9.9 Event Management Plan and supporting documents for Remembrance Day

To check and agree the Event Management Plan, Risk Assessment and Road Closure Information to submit to DDC alongside the Insurance documents, for the Remembrance Day parade followed by service in Market Square on 13th November 2022.

Outcome: Three Councillors responded approving the documents after amendments. Three Councillors did not respond. The documents were approved and submitted to Dover District Council using S101 Delegated Authority.

9.10 September Payment Schedule

To approve the payment schedule for September 2022.

Outcome: Three councillors responded in approval. Three did not respond. Therefore, the September 2022 payment schedule was approved using S101 Delegated Authority.

Payee	Expenditure	Invoice Number	Net	VAT	Total
Envisage Groundcare Ltd	August 2022 Grounds Maintenance	1194	£958	£191.60	£1,149.60
Safeplay Playground Services Ltd	Skate Park and Snowdown Play Park. Carry out annual inspection of play equipment, safety surfacing and ancillary items, and engineers report.	21389	£320	£64	£384
Safeplay Playground Services Ltd	Skate Park Fence – Supply and install 141m of galvanised bow top play approved fencing, plus two self-closing pedestrian gates	21433	£12,915	£2,583	£15,498
Christopher Cooney	Aylesham House Window Cleaning (bi-monthly)	141	£35	£0	£35
Kent Association of Local Councils	Playground Inspection Course	438810479	£66.67	£13.33	£80
PKF Littlejohn LLP	Limited assurance review of Annual Government & Accountability Return for year ended 31 st March 2022	SB20221697	£400	£80	£480

9.11 Aylesham Shop Front Grant Scheme

To submit comments on the proposed grant scheme to Dover District Council

Outcome: Four Councillors responded supporting the need for shops in Cornwallis Avenue to be eligible for this scheme. In addition, councillors questioned why the cap has been set at a maximum £3k per applicant when there's a £100k budget (this means 33 people could apply) when there's only 15 shops listed. A larger maximum therefore would seem sensible. In addition, a number of these shops are franchised and would be unlikely to apply. Two Councillors did not reply. Therefore, these comments have been submitted to DDC using S101 delegated authority.

9.12 New Local Plan: Indoor Sports Facility Strategy Consultation

To respond to the Indoor Sports Facility Strategy Consultation.

Outcome: Two Councillors gave responses to questions asked, a third Councillor agreed with these. Three Councillors did not respond.

The consultation was responded to using S101 Delegated Authority and will be published on the DDC New Local Plan website shortly.

10. Recreational & Facilities

10.1 Grounds Hiring Agreement Application: Aylesham 4Aylesham Christmas tree and hedgerow lighting

Outline: Installation and removal of Christmas Lights on the Christmas tree and hedgerow in the Market Square from 30th November 2022 to 7th January 2023, plus use of the electricity mains supply during this period (lights to be on a timer) as per the completed Aylesham Parish Council Grounds Hiring Agreement and all associated paperwork submitted.

Resolved: It was proposed by L. Prescott and seconded by B. Oliver that the application for the Christmas tree and hedgerow lighting be accepted.

Outcome: All in favour, motion carried.

10.2 Grounds Hiring Agreement Application: Aylesham 4Aylesham Christmas Event (lights switch on)

Outline: Aylesham Christmas lights switch-on event at the Market Square on Saturday 3rd December 2022, as per the completed Aylesham Parish Council Grounds Hiring Agreement, and all associated paperwork submitted.

Resolved: It was proposed by S. Bott and seconded by D. Fleck that the application be accepted for the Christmas light switch on event.

Outcome: All in favour, motion carried.

10.3 Market Square (any matters or updates)

- Inspections are being carried out weekly.
- It has been arranged for the War Memorial to be cleaned again, in preparation for Remembrance Day.
- There has been a temporary memorial granted around the Christmas tree area until 30th October in memory of Jade Deary.

The chair moved item 10.4 down the agenda to follow after item 23.

Continuation of agenda.

10.5 Skate Park

- Weekly inspections and litter picking taking place.
- Area was thoroughly cleansed by us first week of October.
- Litter pick with Dover District Council to highlight the litter problems at the park/station field, 3 Councillors attending on Thursday 13th October.

10.6 Snowdown Recreational Field

- Weekly inspections and litter picking taking place.
- There are two tree stumps behind the play area which require removal.

Resolved: It was proposed by L. Prescott and seconded by B. Oliver to obtain quotes to have the stump removed.

Outcome: All in favour, motion carried.

11 Finance, Audit & Personnel

11.1 October 2022 Electronic Payment Schedule approval

Payee	Expenditure	Invoice Number	Net	VAT	Total
Envisage Groundcare Ltd	September 2022 Grounds Maintenance	TBC	TBC	TBC	TBC
Ovenden Allworks Ltd	Install 2nr. Cycle stands	2718	£1,116	£223.20	£1,339.20
Ovenden Allworks Ltd	Car Park surfacing.	2719	£3,854.84	£770.97	£4,625.81
J9 Ltd T/a Barriers Direct	2 nr. Bicycle stands	244849	£122.48	£24.50	£146.98
Caretaker Expenses	Mileage to Playground Inspection Course	N/A	£6.15	N/A	£6.15

Parish Clerk noted to Council that Dover District Council have been invoiced for bicycle racks, purchase and installation.

Resolved: It was proposed by S. Bott and seconded by L. Prescott that the October 2022 payment schedule be accepted.

Outcome: All in favour, motion carried.

11.2 Quarter 2 July- September 2022 Accounts

Resolved: It was proposed by S. Bott and seconded by B. Oliver to approve the accounts for Q2 July-September 2022.

Outcome: All in favour, motion carried.

11.3 Annual Governance & Accountability Return

The external audit has been completed by PKF Littlejohn LLP and was returned with “no matters raised”.

Outcome: Noted by Council.

Resolved: It was proposed by S. Bott and seconded by B. Oliver to note Councillors thanks to the Parish Clerk for her diligent work resulting in a successful audit.

Outcome: All in favour, motion carried.

The Chair moved item 11.4 down the agenda to follow after item 10.4.

Continuation of agenda.

11.5 Aylesham Heritage Centre Grant Application 2022/23

Outline: This grant was requested to pay their insurance costs and to contribute toward purchasing more of the ‘Aylesham through the Years’ heritage history books relating to Aylesham.

Amount Requested: £1,000

Parish Clerk noted to Council that there is only £500 left in the grant budget for this financial year which is until the end of March 2023.

Proposal 1: It was proposed by L. Prescott and seconded by D. Fleck that the Council award Aylesham Heritage Centre £261.36 to cover the cost of their insurance.

Outcome: 2 in favour, 3 against.

Proposal 2: It was proposed by S. Bott and seconded by B. Oliver that the Council award Aylsham Heritage Centre the remainder of the grant budget £500.

Outcome: 3 in favour, 2 against. Motion carried.

12. Planning

12.1 Dover District Council Planning Application 22/00522

Proposal: Change of use of land to kitchen garden, erection of garden room/office, fencing, gates and retrospective siting of storage container.

Location Aylesham Neighbourhood Project, Veranda Building, Ackholt Road, Aylesham

S. Bott declared an interest in this application as Chair of Aylesham & District Workshop Trust and left the meeting at 20.10

Resolved: It was proposed by L. Prescott and seconded by D. Fleck to support this application.

Outcome: All in favour, motion carried.

S. Bott re-entered the meeting at 20.12

12.2 Dover District Council Draft Local Plan

A draft response has been shared with all Councillors prior to the meeting, alongside a draft press release.

Resolved: It was proposed by B. Oliver and seconded by D. Fleck that the following amendments are made to the draft:

- The village does not have an accessible railway station, and this is not obvious in the plans. Aylesham Parish Council welcome consultation with Network Rail/South-Eastern Rail to look at how this can be addressed.
- Houses need to be built to an accessible standard.
- The section that mentions the village needing a dentist should be amended to state “improve health care services.”
- Education should be listed as its own category.
- Aylesham Parish Council are grateful that the numbers of houses originally in the plan have been reduced.
- Aylesham Parish Council are pleased that the second proposed Gypsy and Traveller site has been removed from the plans.
- Aylesham Parish council are pleased to see the Colliery site is included to maintain the Aylesham and Snowdown heritage.

Outcome: All in favour, motion carried.

S. Bott noted thanks to J. Pout for his efforts with the draft response.

Resolved: It was proposed by S. Bott and seconded by B. Oliver that the press released is issued with the following amendment:

- “It is great” amended to “It is also welcomed”

Outcome: All in favour, motion carried.

Resolved: It was proposed by S. Bott and seconded by B. Oliver to:

- Seek the Co-Op's permission to have a drop box situated in the store for residents to use as a drop-box for their Draft Local Plan Regulation 19 comments.
- Contact Dover District Council to find out how a petition would be received.

Outcome: All in favour, motion carried.

13. CCTV (updates)

None.

14. Aylesham Development

14.1 Aylesham Development Update Meeting held on 4th October 2022

- **Derwent Way Public Right of Way Lighting**
Persimmon Homes were supposed to have sent an email with presentation of the lighting scheme to Cllr Keen and Aylesham Parish Council (APC) – APC have yet to receive this.
- **Hill Crescent (former play park area)**
Dover District Council (DDC) have agreed that the zip wire will still be installed, and that the area has been seeded with work to commence January 2023. Temporary litter bins may be put in however a three-way conversation is required between EJA (DDC), JF (DDC) and AM (BDW Homes).
- **Allotments – planning update**
Still in the planning process, a Section 178 is required from Kent County Council Highways.
- **Attlee Avenue Play Park – new play equipment**
CCTV information has still not been sent to Dover District Council Planning as per the permission condition. Once the condition is approved work will commence, early 2023.
- **Dorman Avenue North Flooding**
An alternative drainage design has been given to Kent County Council as the current drains cannot cope. There is no timescale on this - BDW Homes are awaiting Kent County Council to respond.
- **Footpath to St Joseph's School**
Awaiting information from D. Solley at Dover District Council to send to school for their feedback.
- **Hopper Bus**
Awaiting Stagecoach to contact APC regarding community involvement in the design. Stagecoach have been chased twice by Dover District Council and Parish Clerk, but they are yet to respond.
- **Bicycle Racks**
Installed 20th September 2022 - Parish Clerk has invoiced for Dover District Council for this.
- **Market Square Lighting Project**
Updated quote awaited from PSR Lighting. All funding parties need to discuss the revised quote, once received - APC will be responsible for the daily cost of the lights, plus maintenance.
- **Dover District Council Shop Front Grant Scheme**
Awaiting DDC Cabinet decision in November on other areas outside of Market Place to be included in the grant scheme. DDC will work closely with the ones who are eligible.
- **S106 Update**
Rebecca Tickner is the new S106 Monitoring Officer at DDC. DDC understood from developers that 1,000 units have now been occupied. If this is the case, the next trigger point will have further S106 contributions that can be invoiced for.

14.2 Allotments

- Dover District Council have offered Aylesham Parish Council management of the allotment land on Ratling Road. The area is to be developed as per Dover District Council Planning Reference CON/15/00068/DDDD – 95 Allotments on either a 10, 20 or 25 year lease, with a mutual 5 yearly break clause for both parties and a one off £1 peppercorn rent.
- Development of the site is to hopefully commence in Spring 2023.

Resolved: It was proposed by S. Bott and seconded by B. Oliver that Aylesham Parish Council enter a 25 year lease, with a 5 yearly break clause for both parties and a £1 one-off peppercorn rent payment with Dover District Council for the allotment site on Ratling Road.

Outcome: 4 in favour, 1 against. Motion carried.

14.3 Any New Issues Arising

None.

15. Aylesham House (any updates)

None.

16. Highways Improvement Plan (any updates, B2046 Speed Reduction)

To be discussed under the Draft Budget Agenda Item at the November Full Council meeting.

17. Car Park (Dorman Avenue North)

- Repairs took place on 20th September 2022
- No response was ever received from the Co-operative Group who are Leaseholders of the other section of the car park.
- Height barrier to be investigated further and discussed again at the November meeting.

18. Spinney Wood

18.1 Litter bin by entrance near to Wilcox Close

A report by Cllr Fleck was circulated to all prior to the meeting. The proposed location of the litter bin is outside of Aylesham Parish Council's lease; however, Dover District Council have no issue with a litter bin being installed at the proposed location. Parish Clerk is now awaiting costs from Dover District Council of the litter bin, installation, and yearly cost to empty it by their contractors.

18.2 Any updates

The latest quarterly report from White Cliffs Countryside Partnership was circulated to Cllrs and available on website.

18.3 Any new items to report

None.

19. Bus Services

19.1 Bus Cuts

KCC Cllr S. Manion is to take concerns back about overcrowding. Most services extended to July 2023.

19.2 Overcrowding at peak school times

Awaiting to hear further from KCC Cllr S. Manion on the matter.

20. Remembrance Day 2022

- Aylesham Parish Council have facilitated a Working Group, to bring all community groups together.
- The annual Remembrance Day Parade and Service will take place on Sunday 13th November, with the Parade and Service being organised by Churches United.
- Aylesham & District Community Workshop Trust will be hosting a 'community tea and coffee' afterwards, where artwork with the theme of 'war and peace' that people can submit will be displayed.

21. Christmas Events

Aylesham Parish Council was invited to a meeting hosted by Aylesham 4 Aylesham but unfortunately could not attend due to having no Representatives – awaiting information from the meeting.

22. Motion from Councillor Pout – Councillor Email addresses on website

"Councillors now have a dedicated parish council email address which could form a means for communication with local residents, in a similar way to discussions that happen face-to-face between councillors and residents, or via social media.

Many parish councils, including quality councils, provide contact details for councillors and so I propose that Aylesham Parish Council publishes councillor email addresses on our website."

Resolved: It was proposed by L. Prescott and seconded by S. Bott that Councillor email addresses be published on the website for residents to contact them, pending the amendment of the Councillor Email and Communication Policy. Councillors are to copy in the Parish Clerk to all emails, and the main correspondence will still be sent to and from the Parish Clerk.

Outcome: All in favour, motion carried.

Two members of the public left the meeting at 21:11

23. Councillor Co-option

Parish Clerk re-sent the Councillor Co-Option Policy to all Cllrs in advance of the meeting, to ensure that all were confident with the process. One Candidate had applied prior to the October meeting to become a Councillor. As part of the application process the candidate was given the opportunity to introduce themselves and present to Council why they wished to become a Councillor. Councillors asked the candidate questions based on the information on their application form.

Exclusion of the public under the Public Bodies (admission to meetings) Act 1960

Resolved: Under the terms of the Public Bodies (admission to meetings) Act 1960, by virtue of the business to be transacted involving discussion of merits of the applicant, it was proposed by B. Oliver and seconded by L. Prescott to move this item to a closed session.

Outcome: All in favour, motion carried.

Two members of the public left the meeting room at 21:17pm

Councillors discussed the merits of both applicants.

Members of the public were invited back into the meeting room at 21:19pm

Resolved: It was proposed by S. Bott and seconded by L. Prescott to Co-Opt J. Flaig onto Aylesham Parish Council.

Outcome: All in favour, motion carried.

Parish Clerk to arrange the signing of the Disclosable Pecuniary Interest and Acceptance of Office forms after the meeting. J. Flaig will legally be able to act as a Councillor following the completion of these documents.

The remaining Member of the public left the meeting at 21:21pm

The following items were moved down the agenda by the Chair, as noted earlier in the minutes.

Resolved: Under the terms of the Public Bodies (admission to meetings) Act 1960, by virtue of the business to be transacted involving legal and staff matters, it was proposed by S. Bott and seconded by B. Oliver to move agenda items 10.4 and 11.4 to a closed session.

Outcome: All in favour, motion carried.

10.4 Attlee Avenue Play Park

Resolved: It was proposed by S. Bott and seconded by B. Oliver that the clerks instruct Aylesham Parish Council's Solicitor regarding the leased land at Attlee Avenue Play Park.

Outcome: All in favour, motion carried.

Administrator N. Purcell left the room 21:30

11.4 Staff Matters

Resolved: Caretaker to be paid mileage in line with HMRC Mileage Allowance Payments each week for park inspections, proposed by S. Bott, seconded D. Fleck.

Outcome: Three votes in favour, two against. Motion carried.

Resolved: To enter a contract with BrightHR for all members of staff, for 36 months at a cost of £37.95 per month plus VAT.

Public session of the meeting continued

Administrator N. Purcell re-entered the room 21:42

24. Next Meeting Date

Tuesday 8th November 2022.

25. Items for next Agenda

None.

Meeting closed 21:43

It has been agreed by Council that these minutes are a true and accurate record.

Signed..... (Chairperson)

Date.....

Aylesham Parish Council Meeting October 2022

Appendix A- County Councillor Report

Cllr Steve Manion:

- As a village we should be celebrating the achievements of Ruby Monger who has just won the WAKO World Championship for Martial Arts.
- Sadly, there has been the passing of two residents in the last few weeks.
- Kent County Council are looking at what happens next with Ukrainian refugees and their continued stay in the UK.
- Kent County Council are urging people to use the online reporting tool to identify potholes around the county.
- Cllr Manion was asked what Kent County Council can do to address the hugely overcrowded bus services that are operating at school times. Cllr Manion will speak to the relevant people and report back

Appendix B- District Councillor Report

Cllr Charles Woodgate:

- Local people are concerned about the Dover Draft Local Plan. Shepherdswell Against the Development (action group) held a meeting that was well attended - Aylesham was discussed during that meeting.
- Thanks to the successful petition regarding the buses started by J. Pout (as a resident), the bus services have been extended until July 2023.

Cllr Linda Keen

- Echo's Cllr Woodgate's comments on the Dover Draft Local Plan, Shepherdswell had more residents write in about it than anywhere else, so she urges Aylesham Parish Council to campaign again in order to get individuals to write in.
- There has been an Aylesham Development Update meeting held. (Details discussed in the minutes)
- As always, District Councillors can be contacted regarding any issues.

County and District Councillors left the meeting at 19:20pm