



AYLESHAM PARISH COUNCIL

Aylesham House, Dorman Avenue South, Aylesham CT3 3AD

Email: admin@ayleshampc.co.uk Telephone: 07830353872

2nd April 2024

Dear Councillor,

NOTICE OF MEETING – AYLESHAM PARISH COUNCIL

I hereby give notice that the next meeting of Aylesham Parish Council will be held at Aylesham House on:

TUESDAY 9th APRIL 2024 7.00pm

All members of the Parish Council are hereby summoned to attend for the purpose of considering and receiving the business to be transacted at the meeting as set out below.

In accordance with The Openness of Local Government Bodies Regulations 2014 the meeting may be recorded by any form of audio, visual or electronic means.

Members of the public and the press are welcome to attend.

Yours sincerely,

K Robinson

Kate Robinson
Chief Executive Officer

Agenda

1. Those Present
2. Apologies for Absence
3. Declarations of Cllr Interests, Dispensations and any changes to the Register of Interest

Meeting is suspended for up to 15 minutes to allow discussion with Members of the Public present at the meeting:

4. Public Participation Period
5. External Reports (Updates)
 - 5.1 County Councillor
 - 5.2 District Councillor
 - 5.3 Dover District Council Community Development Officer
 - 5.4 Kent Police

Parish Council Meeting Resumes

6. Minutes of previous meeting: March 2024
7. Matters Arising (from the previous minutes not covered elsewhere on the agenda)
8. Chief Executive Officer Report (page 3)
9. Section 101 Delegated Authority – No items to note.
10. Personnel
 - 10.1 Staff Matters – Confidential to be held under the Public Bodies (admissions to meetings) Act 1960
 - 10.2 To adopt the following policies:
 - Equal Opportunity and Diversity
 - Dignity at Work
 - Member and Officer Protocol
11. Finance
 - 11.1 April 2024 Payment Schedule (page 5)
12. Committees
 - 12.1 Planning, Environment & Transport – Neighbourhood Plan
 - 12.2 Planning, Environment & Transport - Canterbury City New Local Plan

12.3 Planning, Environment & Transport:

Dover District Council Planning Application Reference: 23/00951

Proposal: Approval of reserved matters relating to layout, scale, appearance, access and landscaping for 29 residential dwellings on phase 3 parcel 1, together with details for conditions 2, 21, 22, 24, 25, 32, 35, 37, 28, 39, 42 and 44 pursuant to outline planning permission 19/00821

Location: Phase 3 Parcel 1, Land for Aylesham Village Expansion North Of, Dorman Avenue North, Aylesham.

13.Aylesham House

14.Aylesham Development Matters

14.1 Aylesham Development Update Meeting

14.2 Dover District Council Project Officer Update

14.3 To raise or discuss any new or existing development issues

14.4 Market Square Lighting Project

15.Highways

15.1Highways Improvement Plan

15.2 Aylesham Road/Holt Street Flooding

15.3 Dorman Avenue South Street Lighting

16.Spinney Wood

17. Allotments

18.Centenary Celebrations Working Group

19.Car Park Dorman Avenue North

20. 80th Anniversary of the D-Day Landings

21.Councillor Vacancy

22.Next Meeting Date: Tuesday 14th May 2024 Annual Council Meeting & May Full Council

Close of Meeting

An opportunity to speak on an Agenda item will be given at the beginning of Council business during Public Participation. Please let the Administration Officer know in advance if you wish to speak on 07830 35387 or via email: admin@ayleshampc.co.uk

Agenda Item 8: Chief Executive Officer Report

8.1 Council to note Year End 2023/2024 & Internal Audit 2023/2024 dates.

8.2 Kent Police Aylesham Crime Prevention & Security Safety Event: Tuesday 28th May 2024
10.00am-16.00pm Aylesham Health Centre car park. Residents can meet their local Kent Police Rural Team, Kent Fire and Rescue Officers and their local Council community team. Police cadets will be litter picking in the village and residents can bring their bicycles to be marked by Kent Police.

8.3 Annual Parish Meeting Tuesday 30th April 2024; 6.30pm – to be held in the Common Room at Aylesham Community Trust.

11.1 April 2024 Payment Schedule

Payee	Expenditure	Invoice No.	Net	VAT	Total
CEO/RFO	April 2024 Expenses HP Instant Ink	April 2024	£18.39	N/A	£18.39
Caretaker	Park Inspections Mileage March (4 weeks) 4.3 miles p/w at 0.45p per mile	N/A	£7.74	N/A	£7.74
Administration Officer	April 2024 Expenses HP Instant Ink	April 2024	£11.99	N/A	£11.99
Expenditure that has been paid since the last Full Council Meeting as per Financial Regulation 5.5					
HMRC	March 2024 PAYE	2411	£1,359.01	N/A	£1,359.01
Aylesham & District Community Workshop Trust	Community Room Hire Cost & Deposit Annual Parish Meeting	N/A	£190.00	N/A	£190.00
Clear Insurance	24/25 Insurance Renewal	LCO02832	£2,168.50	N/A	£2,168.50
Creative Play UK Ltd	Trim Trail Snowdown Recreational Field	28686	£9,178.00	£1,835.61	£11,013.61
Laser Mechanical	Annual Gas Safety Check	106482	£212.50	£42.50	£255.00
Safeplay Playground Services Ltd	Skate Park Repairs Recreational Committee	26294	£686.40	£137.28	£823.68
Christopher Cooney	Window Cleaning Aylesham House	212	£40.00	N/A	£40.00
Dover District Council	Dangerous trees x7 Spinney Wood (Leaf Tree Services)	1014438	£2,100	£420.00	£2,520.00