



AYLESHAM PARISH COUNCIL
Minutes of the Meeting of the Parish Council

Minutes of **AYLESHAM PARISH COUNCIL** meeting held on **Thursday 27th January 2022** at
19.00pm at Aylesham House

SUBJECT TO CONFIRMATION AT THE NEXT MEETING

1. Those Present

M. Townsend (Chair), J. Pout (Vice Chair), B. Oliver, K. Sutcliffe, S. Bott, L. Prescott.
Parish Clerk K. Robinson, Assistant Clerk D. Jenkins.

2. Apologies

Cllr I. Thomas - personal reasons
Cllr V. Thomas - personal reasons
District Cllr L. Keen.

3. Declaration of Interests

B. Oliver - Aylesham Hub Ltd
S. Bott - Aylesham & District Workshop Trust
M. Townsend – Aylesham 4 Aylesham
D. Jenkins - Quotes

4. Minutes of the previous meeting

Resolved: It was proposed by S. Bott and seconded by B. Oliver that the minutes of the meeting held on 29th November 2021 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)

5.1 Minute reference item 19.

Resolved: Proposed by S. Bott, seconded by B. Oliver to email to Cllr Manion regarding concerns about the speed limit along the B2046, in relation to the vicinity of Aylesham and what can be done about it.

Outcome: All in favour, motion carried.

Meeting was suspended to allow discussion with members of the electorate of the Parish of Aylesham present at this meeting:

6. Public Representation (Notified to Clerk in advance of the meeting)

None.

7. County Cllr, District Cllr, Dover District Council, and PSCO Reports

7.1 County Councillor Report – Not received

7.2 District Councillor's Reports – Cllr L. Keen was read by the Parish Clerk (see appendix A, page 6)

7.3 Police Report – Not received.

Parish Council Meeting resumed at 19.09pm

Resolved: It was proposed J. Pout and Seconded by B. Oliver to write to District and County Councillors to ask them to send reports prior to the meeting in order for Parish Councillors to ask questions. If they are unable to attend monthly meetings then reports should still be sent in advance to the Parish Clerk.

Outcome: All in favour. Motion carried.

8. Parish Clerk Report

8.1 Snowdown resident concerns about speed limit along Holt Road, which is currently 60mph that changes to 40mph by the bridge. There is no footpath to access the train station and a narrow bridge road. The road regularly floods at the junction with Aylesham Road, which then becomes muddy and dangerous, plus icy in the winter. **Speed and footpath to be discussed under agenda item 18.**

Resolved: It was proposed by J. Pout and Seconded by K. Sutcliffe to write to KCC regarding flooding along road Holt Road with the junction of Aylesham Road, and poor access to Snowdown train station.

Outcome: All in Favour. Motion carried.

8.2 Resident would like a Councillor to call them regarding 5G masts placed outside of homes recently.

Resolved: It was proposed by J. Pout and seconded by B. Oliver to write to resident and invite them to speak under Public Representation at the next parish council meeting to be held on Thursday 10th February 2022.

Outcome: All in favour. Motion carried.

9. Section 101 Delegated Authority

None

Chairman brought forward to item 13 to be discussed before Finance

13. Grounds Maintenance Contract 2022-2024

Councillors discussed the two tenders that has been received in detail.

Tender one applicant: Proposed by B. Oliver, seconded L. Prescott. Two votes in favour, 4 against.

Resolved: Tender two applicant: Proposed by J. Pout, seconded S. Bott. 4 in favour, two against.

Outcome: To proceed with tender application two Envisage Groundcare Ltd at a cost of £6,109 plus VAT per annum.

10. Finance Committee & Payments Approval.

10.1 December 2021 & January 2022 Payment schedule approval

Payee	Expenditure	Invoice No.	Net	VAT	Total
Clerk Expenses	November, December 2021 & January 2022 Zoom Subscription	N/A	£43.17	N/A	£43.17
AJL Garden Services	Grounds Maintenance October Invoice	November 2021 Invoice	£665.50	N/A	£665.50
Surrey Hills Solicitors LLP	Leases of Land – Skate Park	5962	£225	£45	£270
Safeplay Playground Services Ltd	Quarterly playground inspections, January 2022	20075	£5	£1	£6
Ovenden Allworks Ltd	Bell Grove Memorial Bench Installation (work completed in 2020, invoice never received until December 2021)	1945	£250	£50	£300

Resolved: It was proposed by S.Bott and seconded by J. Pout that the December 2021 & January 2022 payment schedule is accepted.

Outcome: All in favour, motion carried.

10.2 Q3 October – December 2021 Accounts

Resolved: It was proposed by J. Pout and seconded by K. Sutcliffe that the Q3 October – December 2021 accounts were deferred until February meeting.

Outcome: All in favour, motion carried.

10.3 Budget & Precept 2022/2023

The Finance, Audit & Personnel Committee held two meetings to discuss the Budget, in October and November 2021; when recommendations were made to Full Council as per the Budget 22/23 spreadsheet discussed.

Full Council resolved the following amendments to the budget:

Resolved:

- To increase Roses tearoom rent to £560 per year
- Increase capital expenditure to £7,000
- Increase Recreational & Facilities Committee Projects to £6,000, as bus stop repairs need to be included.

S. Bott proposed to accept the changes to the budget discussed. J. Pout seconded.

Outcome: 5 in favour 1 against. Motion carried.

Precept 2022/2023

Resolved: Proposed by J. Pout, seconded B. Oliver to increase the precept to £186,440.78 for 2022/2023. This rise equates to an increase of £3.54 per month (82p per week) for Band D properties. B. Oliver seconded.

Outcome: 5 in favour. 1 against. Motion carried.

Resolved: S. Bott proposed to meet with Community Groups, seconded J. Pout.

Outcome: All in favour, motion carried.

11. Planning Committee

No January meeting due to no applications being received.

12. Recreational & Facilities Committee

Minutes from the meeting held on 25th January 2022 have been circulated to all Councillors.

M. Townsend left the room 20.40pm

12.1 Aylesham House Shed Hire Agreement

Resolved: It was proposed by K. Sutcliffe and seconded by B. Oliver to:

- Adopt the Shed Hire Agreement with the amendments of “any additions to inventory to be agreed by Clerks and “all items to be placed safely, tidily and dry”.

Outcome: All in favour, motion carried.

Discussions were then had as to whether to charge Community Groups an annual fee.

- To charge £50 per annum per community group, to be reviewed every 12 months.

Outcome: 3 votes in favour, 1 against, 1 abstention. Motion carried.

M. Townsend re-entered the meeting room 20.58pm

12.2 Aylesham House Survey

Council to meet on Tuesday 1st February at 18.30pm.

14. Leases of Land

Both leases were resolved by Council to proceed at an earlier meeting.

14.1 Market Square lease signed by M. Townsend and J. Pout

14.2 Attlee Avenue lease signed by M. Townsend and J. Pout

15. Co-Option Policy

Resolved: Proposed by S. Bott, seconded by B. Oliver to adopt the Co-Option Policy.

Outcome: All in favour, motion carried.

16. Aylesham Development

16.1 Street lighting

Resolved: Proposed S. Bott, seconded B. Oliver for J. Pout to provide list of street lights that are not working and for this list to be then be discussed at the Aylesham Development Update Meeting.

Outcome: All in favour, motion carried.

16.2 Aylesham Development Update Meeting

Last meeting held in November 2021, discussion by Councillors on lack of progress of the outstanding issues.

17. Working Group/Community Group Updates

17.1 Aylesham Networking Group

January meeting was cancelled by Dover District Council.

17.2 Aylesham Business Networking Group

Invitation to a virtual meeting was recently received.

Resolved: Proposed by S. Bott, seconded J. Pout for Parish Councillors to not attend meetings, and to contact the Parish Council should support ever be needed.

Outcome: All in favour, motion carried.

17.3 Working Group (with Aylesham Hub Ltd & ASSWS)

No update received from M. Fishley (DDC).

18. Highways Improvement Plan

Deferred to February meeting.

19. Spinney Wood

Update received from resident volunteer:

“There were 5 volunteers (sadly only 1 from Aylesham) and 2 wardens from WCCP carrying out and continuing the rotational coppicing in Spinney woods this week. A secluded area has been established and a dead hedge barrier is being constructed to prevent unwanted incursion. This to promote an area to enhance wildlife.

Litter collected was greatly reduced apart from a canvas awning and shopping trolley. A significant amount of Laurel hedging appears to have been thrown over the fence from Sharpak and scramble bikes are also causing some damage to the paths.

An additional volunteer day is taking place on Monday 31st January due to a mix up over dates.”

Resolved: To send over the boundary/lease of Spinney Wood to WCCP to make sure nothing is being done outside of the leased area. Ask for volunteer dates to be sent so Council are aware, and can publicise them. Contact Aylesham in Touch regarding an article with WCCP on Spinney Wood.

Proposed by B. Oliver, seconded J. Pout.

Outcome: All in favour, motion carried.

20. Next Meeting Date

Thursday 7th February 2022 at 19.00pm.

21. Items for next Agenda

Meeting with community groups to discuss resources.

Meeting closed: 21.24pm

Appendix A: District Cllr L. Keen Report

I attended the Planning seminar for DDC Cllrs about their response to the consultation comments - I am sworn to secrecy until it is all finalised but I think I can fairly say that there have been a little change to Aylesham plans which I think will please people. The next consultation on the revised plan is towards to end of February - no firm date as yet.

I expect you have seen the new white lines and parking bays marked out on the little road which has caused so much trouble by the corner where the barbers shop is - this is done so that it can be part of the yellow lines enforcement when this has finished wending its way through KCC. If you want further parking stopped on pavements/grass verges on a particular area, DDC now finally says that there is a way of doing it through Traffic type orders if you want to make a case.

Rural car parking strategy is still ongoing - Parish Councils will be given opportunity to take on DDC parking if they wish which would involve for Aylesham the new bays on the market square and the car park by the health centre- but no-one is going to be forced to so it is totally up to Aylesham Parish Council about what you decide to do when the consultation starts.