

## **Aylesham Parish Council October 2020**

Thursday 8<sup>th</sup> October 2020 at 19:00pm

Meeting held via Zoom, due to Coronavirus (COVID-19)

### **SUBJECT TO CONFIRMATION AT THE NEXT FULL PARSH COUNCIL MEETING**

#### **1. Those Present**

M. Townsend (Chair), Cllrs I. Thomas (Vice), B. Oliver, S. Bott, L. Prescott, V. Thomas, J. Pout, K. Sutcliffe, S. MacCallum, Clerk K. Razzell. J. Flaig (Aylesham HUB Ltd), one resident.

#### **2. Apologies**

None

#### **3. Declarations of Interest**

I. Thomas, V. Thomas, B. Oliver – Aylesham HUB Ltd

M. Townsend – Aylesham & Snowdown Social Welfare Scheme

M. Townsend, K. Sutcliffe, S. MacCallum – Aylesham 4 Aylesham

S. Bott – Aylesham & District Workshop Trust

#### **4. Minutes of Previous Meeting and Matters Arising**

##### **Minutes of Previous Meeting**

September 2020

**4.1** It was proposed by I. Thomas and seconded by B. Oliver and **RESOLVED**, that the minutes of the meeting held on 10<sup>th</sup> September 2020, having been circulated, are **NOT APPROVED** as a true record. 8 votes in favour, 1 abstained.

##### **Matters Arising**

**4.2** None

#### **5. Public Representation Notified to Clerk in Advance of Meeting**

##### **D. Fleck (Resident on the Planning, Environment & Transport Committee)**

**5.1** Further to the Committee meeting held on 29<sup>th</sup> September, D. Fleck has been chasing Kate Beswick at Kent County Council Public Rights of Way regarding Public Rights of Way EE291 & EE291A in relation to DDC Planning Application 20/01004. Officers at KCC are working with the developers and their legal team with DDC successfully at the moment.

#### **6. District & County Councillor Reports**

##### **Steve Manion KCC:**

**6.1** Measures have been resolved at the Kent County Council finance meeting. Member's allowances and grants have been reduced.

**6.2** Kent County Council have a new way of working online using MS Teams.

**6.3** Kent County Council are opposing the Central Government planning white paper which will look to increase housing in Dover by 100%.

##### **Linda Keen DDC:**

**6.4** The first Aylesham Update Meeting since lockdown was held at the end of September (meeting with developers, DDC. Aylesham Parish Council chaired by L. Keen). The Issues Log

has made progress. There will be no second consultation on transport (buses) for Aylesham as the first one was successful. Stagecoach are hopefully going to put on hopper buses for example from Aylesham to Dover including the Sports Centre at Whitfield, Stagecoach passes will be valid.

**6.5** L. Keen has met with DDC regarding the Feasibility Study, a positive meeting with lots of updates.

**6.6** Aylesham Garden Village Newsletter has restarted but contact information of the Community Support Officer should be included. The vacant position of Press Officer has not been filled by DDC but the developers are paying for the position.

**6.7** The White Paper meeting is next week.

**6.8** The housing department is now 'in house' run by DDC. A newsletter for tenants has been circulated. L. Keen to send the Parish Council a copy.

M. Townsend noted to Councillor Keen that what he thought appeared to be a new road into Ratling Road is not, L. Keen to contact D. Robinson to confirm.

## **7. Correspondence**

**7.1** Email from Local Resident regarding weeds by property

Property in Corminster Avenue has overgrown weeds at the rear of their property, these have never been cleared by the developers. The resident is unsure who is responsible for these?

**Resolved:** Clerk to wait for feedback from DDC via the resident.

**7.2** Email from A&S Events: Remembrance Day

They are in talks with the local vicars and are wondering if the Parish Council have been having any discussions on Remembrance Day.

**Resolved:** To be discussed under agenda item 21.

**7.4** Email from Brake (road safety charity): National Road Safety Week

National Road Safety week 2020 will be 16<sup>th</sup> – 22<sup>nd</sup> November. Banners and other materials available to display to local residents to raise awareness.

**Resolved:** To purchase up to six banners style C, at a cost of £1,650 plus VAT.

Proposed by I. Thomas, seconded B. Oliver. All in favour, motion carried.

**7.5** Email from Aylesham HUB Ltd: Statement on Station (Freddy's) Field

The Board of Aylesham Hub Ltd has decided unanimously to withdraw plans to deliver our project to build a community facility on land at Station Field, Aylesham. This site has been offered by Dover District Council to Aylesham Hub (previously the Village Hall project) to build a new social and community centre to serve this fast growing community. We have concluded, however, that siting the project on Station Field, (near the skate park, St Joseph's School and the railway station), would not be in the best interests of the village. The loss of public open space on a much loved and treasured area would be too detrimental to the area. We have listened to the concerns of residents in making this decision. We propose that the area promised to the Hub be placed in trust for the community to keep it in perpetuity as public space, accessible, and as an environmentally positive facility for the village. This is not the end of the Aylesham Hub project. We are talking to other organisations in the village about creating a first class facility for Aylesham, Snowdown and the villages. If

these discussions fail to bear fruit, we will go back to Dover District Council to discuss locating the Aylesham Hub project elsewhere in the village.”

**Resolved:** Noted by Councillors.

## **8. Planning Applications**

Planning, Environment & Transport Committee held on Tuesday 29<sup>th</sup> September 2020. The following applications were discussed:

### **8.1 Dover Planning Application 20/01029**

**Resolved:** No comments

### **8.2 Dover Planning Application 20/01004**

**Resolved:** Objected

### **8.3 Dover Planning Application 20/01005**

**Resolved:** Objected and asked for the application to be decided by DDC Planning Committee.

## **9. Grant Applications**

### **Aylesham Heritage Centre**

**9.1 Outline:** 2020/2021 Grant Application for their annual insurance contents & public liability from 29/09/2020 – 28/09/2020.

Amount: £275.16

**Resolved:** To approve the grant in full. Proposed by I. Thomas, seconded J. Pout. 8 votes in favour, 1 abstained. Motion carried.

**Resolved:** To include Aylesham Heritage Centre insurance costs in the annual budget. Proposed by I. Thomas, seconded B. Oliver. 8 votes in favour, 1 abstained. Motion carried.

## **10. Finance & Accounts**

### **10.1 The outlined expenditure requiring Parish Council approval:**

- AJL Garden Services September 2020 Invoice £665.50
- HMRC Employee NI & Tax £695.29 (Q1 & Q2)
- CC Kent Ltd invoice £3,312 removal of Cripps Close play equipment
- Sequoia Tree Care £2,736 removal of two dangerous trees adjacent to the highway, Spinney Lane
- Glasdon UK £2,802.96 Four picnic benches Market Square
- K. Razzell Clerk Expenses September & October Zoom Subscription £28.78

**Resolved:** *To Approve the above payments. Proposed S. Bott, seconded V. Thomas. All in favour, motion carried.*

## **11. F.A.B (Footprints at Bechange) in a crisis**

**11.1** Report received from Bechange prior to the meeting and circulated to all Councillors. Bechange to confirm how much they require to fund the food, packaging and labelling.

## **12. Fixed Term Assistant Clerk (Maternity Cover)**

**12.1** Finance, Audit & Personnel Committee meeting held on Monday 5<sup>th</sup> October, job description that was approved by the Committee and it was then circulated to all Councillors prior to the meeting.

**Resolved:** Full Council approve the position. Proposed by S. Bott seconded V. Thomas. All in favour.

## **13. Website & Social Media**

### **Facebook**

**13.1** J. Pout circulated a report to all Councillors prior to the meeting.

**Resolved:** To create an Aylesham Parish Council Facebook page, that will be maintained by the Clerks. Proposed by J. Pout, seconded V. Thomas. All in favour, motion carried.

### **Social Media Policy**

**13.2** A Social Media Policy will be required for the Facebook page to be set up.

**Resolved:** Working Group for the Policy to be drafted ready for the November meeting will be J. Pout, B. Oliver and I. Thomas. Proposed by J. Pout, seconded K. Sutcliffe. All in favour, motion carried.

## **14. Working Group (Aylesham HUB Ltd & A&SSWSS)**

**14.1** Two meetings have taken place so far. A statement of intent will be produced and an invite will be sent to other groups in order to transform them into a wider group who will be instrumental in pushing forward.

**14.2** At present they have no funding for any training or consultations and have asked if the Parish Council are willing to offer this. Clerk informed J. Pout and S. Bott that a full breakdown of what the funding would be for is required, in turn advice would be sought from the Independent Internal Auditor on whether payment via Section 137 could be given or if it would be by a Grant Application.

**14.3** Tom Pinnington of The Sports Consultancy who are carrying out the Feasibility Study for DDC has asked for minutes of the Working Group however it was felt that J. Flaig of Aylesham HUB Ltd who takes the minutes should be the one to send these.

**14.4** V. Thomas asked for the minutes of the Working Group to be sent to all Councillors.

**Resolved:** Copies of all approved minutes to be requested from all groups which have Parish Council Representatives: Aylesham & Snowdown Social Welfare Scheme, Aylesham 4 Aylesham, Aylesham HUB Ltd, Aylesham District Community Workshop Trust and the Working Group (A&SSWS & Aylesham HUB Ltd). Proposed by I. Thomas, seconded J. Pout. All in favour, motion carried.

## **15. Terms of Reference Working Group**

**15.1** J. Pout, M. Townsend, L. Prescott & S. Bott to meet via Zoom to discuss this item on Thursday 15<sup>th</sup> October 2020 at 19.00pm.

## **16. Spinney Woods**

**16.1** Two dangerous trees adjacent to Spinney Lane have been moved.

**16.2** The Recreational & Facilities Committee have discussed with the Sequoia Tree Care moving wood to block entrances for vehicles.

**16.3** A site meeting has been suggested by L. Prescott to include all Councillors and Sequoia Tree Care to review the trees that require urgent work, some work and then ones to monitor.

**16.4** The Clerk has contacted the White Cliffs Countryside Partnership to discuss the woods and the partnership that used to be in place between them and the Parish Council. A further update to be given in November.

**16.5** Sequoia Tree Care have suggested one weekend per year to carry out works to the wood, and volunteers stack etc the wood after.

## **17. Play Parks (Snowdown, Skate Park & Cripps Close)**

**17.1** The old play equipment at Cripps Close has been cleared. Planning permission for the new play park has been granted by Dover District Council but before work is able to start the developers must submit further details on the CCTV that is to be installed.

**17.2** Councillors require feedback from DDC regarding the CCTV at the Skate Park.

**17.3** The Recreational & Facilities Committee have resolved to keep the Skate Park and Snowdown Play Park closed.

**Resolved:** Closed signs for the Skate Park and Snowdown Play Park to be made and placed at each site. Proposed by J. Pout, seconded K. Sutcliffe. All in favour, motion carried.

## **18. Policies**

**18.1** Two Councillors to review and recommend policies to Full Council.

**Resolved:** V. Thomas and I. Thomas to review policies. Proposed by B. Oliver, seconded L. Prescott. All in favour, motion carried.

## **19. Aylesham Development**

**19.1** Aylesham Update Meeting (with developers and Dover District Council) was held on Thursday 24<sup>th</sup> September. A report detailing the meeting was sent to all Councillors by I. Thomas prior to this meeting. No questions were asked by any Councillors.

## **20. Aylesham House**

**20.1** Aylesham Heritage Centre requested to re-open once a week to only their members, not to the public. A professional Risk Assessment was carried out on behalf of Aylesham Heritage Centre.

**Resolved:** Not to reopen Aylesham House at this time due to Covid-19. Proposed by V. Thomas, seconded L. Prescott. 8 votes in favour, 1 abstained. Motion carried.

## **21. Committee Updates**

### ***Aylesham & Snowdown Social Welfare Scheme***

**21.1** They have received £800 from profits made by Invicta.

**21.2** Gym memberships are up, bookings for the 3G pitch too.

**21.3** The youth club on a Sunday is well attended, Invicta (West Faversham Community Association) are looking for a grant for a television in the youth club so the children can watch the football.

### ***Aylesham District Community Project***

**21.4** A Board meeting took place on 22<sup>nd</sup> September 2020, the report made by Locality was discussed and recommendations made to the Trust to include tightening up on Governance. There will be a sub group of the Board which will look at their recommendations.

**21.5** The main building Garrity House has reopened with bubbles of people working within it. Most businesses are operating, East Kent Housing have now vacated ten offices.

**21.6** Job descriptions of the staff have been given to Trustees, but no details of their wages so it is unknown what they are earning.

**21.7** The AGM is to be held in November.

### ***Aylesham HUB Ltd***

**21.8** The statement regarding withdrawing from land on Station Field has been issued, and they are now seeing what transpires from the Working Group.

### ***Recreational & Facilities Committee:***

**21.9** Remembrance Day the Recreational & Facilities Committee have decided that there will be no public event or service held in the Market Square this year due to Covid-19. The Committee wish to encourage residents to watch national events from the safety of their own home. A wreath will be laid still on the War Memorial.

### ***Aylesham Business Network***

**21.10** Each person who attends the meetings talk about what their business does.

**21.11** The group are putting together a constitution, a bank account will be set up and they will have an annual membership of £30. The constitution has a clause which involves the Parish Council. Councillors to await details when further correspondence is sent.

## **22. Next Meeting Date & Items for Next Agenda**

**22.1** Thursday 12<sup>th</sup> November 2020 19.00pm

**22.2** Items for Next Agenda: Tree for Eric Buckle at Aylesham House.

## **23. AOB (For information only)**

None

## **Meeting Closed**

21.14