

Thursday 14 July 2016 at 7.00pm,
Aylesham House, Dorman Avenue South, Aylesham.
SUBJECT TO CONFIRMATION AT THE NEXT PC MEETING

1. Those Present

B. Oliver (Chair), A. Miller, K. Sutcliffe, M. Townsend, C. Price, L. Prescott (Cllrs), M. Sutcliffe (Clerk), Cllr Linda Keen (DDC), Cllr S. Manion (KCC), E. Barnes (DDC CDO)

2. Apologies

J. Cartledge, C. Bryan,

3. General Declarations of Interest

Pecuniary and Other Significant and Voluntary interests, where applicable, will be made and recorded against each relevant agenda item. Each member will declare their interest and act in accordance with Standing Orders when a relevant item on the Agenda is discussed.

- None declared

4. Minutes of Previous meeting and Matters Arising

Proposed CP and AM seconded that these were a true record - all agreed

5. Public Representatives notified to Clerk in advance of the meeting

5.1 E. Barnes the new DDC Community Development Officer for Aylesham gave a brief introduction of her background and experience and outlined up and coming events - to include a litter pick on Saturday 23 July and the Aylesham Skills and Jobs Fair on 19th August 1pm-7pm at Bechange

5.2 An Aylesham Heritage representative outlined the proposed plans for the Miners Memorial stone and garden to be situated in front of Aylesham House. It was confirmed that the Heritage Centre funding would be used to complete the works and an annual budget set aside for the ongoing upkeep and maintenance of the memorial garden. The Heritage team have also requested to relocate the large planters at the front and would replace the gate. The architect will submit the Planning application, with a potential start date of November. The Heritage Centre will give regular project updates.

Resolution: CP proposed AM seconded all agreed that The Heritage Centre can go ahead with the project.

6. Correspondence

L. Dow Update on landscaping programme, to address the issues and snagging within the contract.

DDC Press release - DDC and Kent Police working together on fly tipping

DDC DDC Democratic Services have advised that any changes to Parish Council electoral arrangements, including the number of members is done by way of a DDC Community Governance Review.

- KALC* Councillors' Conference at East Malling Research Centre, 7 July 2016-
info emailed to councillors
- Spinney Lane* The PC has reported the poor state of the road to KCC for resurfacing (Ref no 218648). KCC has confirmed that a 28day work order has been passed to make safe the rutted areas between the carriageway and verge with road plainings and then compacted. The poor state of the Green has been reported to DDC and EK Housing to address.
- Ratling Road (Prohibition of driving) Temporary Order*
To allow urgent bridge repairs to be carried out a closure is planned from Sunday 17th July 2016 at 2:00 hours. Ratling road will be closed in the vicinity of the Southern railway bridge Between the junction with Burgess Road and Ackholt Road.
- T. Johnstone* On behalf of Snowdown RFC – thank you to the Aylesham Parish Council for their support. The granted awarded will go a long way to improving the training facilities for aspiring rugby players.
- Aylesham Tearooms* Promotional day on August 11th 3-6 at St Peter's to let the community see the proposed plans, meet those involved and see artist's impressions. There will be refreshments and a bouncy castle.
- KCC* Public Notices for the proposed Traffic Regulation Orders (TRO) for Orders in Aylesham - Public Notice placed on notice board outside the Coop and on the PC website.
- DDC* Notice of a Vacancy - due to the death of Robert John Thompson, a vacancy has arisen in the Office of Councillor for Aylesham Parish Council - Public Notice placed on notice board outside the Coop and on the PC website - DDC do not received any requests during the notice period. The PC will proceed with the Co-option of a new member and further details will be placed on the Website and Noticeboard.
- Aylesham Primary* The school requested a visit from Councillors as part of a project they are working on. Cllr Miller & Cllr Bryan attended - A. Miller reported to have thoroughly enjoyed the visit. The children were engaged and interested, had done their homework and asked excellent questions.
- A/ Twinning* The Aylesham Twinning Association have booked Aylesham House for the 26th August at 15.30pm to meet the French Families when they arrive at the weekend and would be very pleased if a member of the Parish Council could attend.

7. Planning Applications

KCC Planning Application DO/16/229- Permission Granted

PROPOSAL: Construction of a two-storey teaching block containing new classrooms, associated staff, dining and welfare facilities and multi-purpose sports hall together with subsequent demolition of existing life-expired school buildings and reinstatement of land; formation of new pedestrian access to the school from Attlee Avenue; reconfiguration of external spaces to provide new and enhanced hard and soft play areas with associated landscaping, including formation of replacement ecology habitat area; extension of existing main school car park to provide one additional parking space; and other associated improvements

LOCATION: Aylesham Primary School, Attlee Avenue, Aylesham, Kent, CT3 3BS

8. Grant Applications

- Victim Support - Request for a donation. They offer a variety of support options, from direct emotional support, to the provision of personal alarms, or other security items. For those victims with particular financial difficulties, they have been able to provide food vouchers and even travel costs to support sessions.
Resolved: proposed MT and CP seconded all agreed to award £50
- Aylesham Community Tea Room - Request a Grant of £2,500 to help towards the cost of the footings to accommodate the new building. The new build will relocate and house the tearoom and charity shop already running within the village.
Resolved: CP proposed and MT seconded all agreed to award £2000
- Aylesham/ Canterbury Community Walking Football - request a grant of £749 to buy equipment/pitch hire to run the course for ladies and gents over 50s in the community of Aylesham and surrounding areas.
Resolved: proposed and AM seconded CP - majority carried to award £749
- St Peters Community Hall request a grant of £1519.42 for help towards their insurance.
Resolved: MT proposed and CP seconded all agreed to award £750
- KC Dancers have requested a grant for £2700 for a new dance mirror and a contribution towards uniforms.
Resolved: All agreed to decline this Grant as the additional information requested has not been submitted.

- St Finbarr's circumstances have change and returned the grant money of £684 that they applied for.

9. FINANCE & ACCOUNTS (monthly reconciliations and accounts always available to view)

9.1 Finance meeting - update on Resolutions including;

Pension auto enrolment - provider agreed

Quotes to remove the trees in the market- Job awarded awaiting a date for the works to be completed.

IPad - purchased

Cleaning products - to be supplied by cleaner and managed by the clerk and budget to be agreed.

9.2 KS proposed and MT seconded that these were a true record - all agreed

Expenditure

Cheque No			JUNE 2016
3050	Aylesham Amateur Boxing Club	Donation- Ref Cllr Thompson	100.00
3051	Snowdown Colliery Welfare RFC	Grant Application	2,500.00
3052	St Finbarr's Church	Grant Application	684.00
3053	Aylesham Heritage Centre	Grant Application	246.38
3054	HM Customs & Excise	1st Quarter Tax & NI	370.23
3055	Cleaner	Hoover bags	3.10
3056	AJL Garden Services	Ground Maintenance (May16)	304.88
3057	Lee Prescott	Cleaning Products	24.00
3058	British Gas	Quarterly Bill	161.97
3059	Kent Association of Local Councils	Clerks Conference	72.00
3060	Clive window cleaner	window cleaning 2x invoices	44.00
3061	AJL Garden Services	Ground Maintenance(June16)	304.88
DD	British Telecom	phone & internet quarterly bill	145.27
DD	EDF Energy supply	Monthly DD	51.43
SO	Cleaner Salary	June Salary	244.48
SO	Clerk Salary	June Salary	900.00
TOTAL			<u>6,156.62</u>

10. Recreation & Facilities

10.1 Leases - defer until Caroline is available to present

10.2 LP awaiting call backs to arrange site visits to get costs on play areas. CP has arranged a site meeting for 1st August

11. DDC CDO, County Cllr, District Cllr Reports

11.1 Cllr Manion reminded the PC that funding is still available for the 'find and fix pothole scheme'- residents are invited to report potholes via the KCC website.

<http://www.kent.gov.uk/roads-and-travel/report-a-problem>

11.2 Cllr Keen - is pleased to report that the developers have withdrawn the application for the traffic lights on the A2 and will look at a proposal for a roundabout. All appreciated that the hard work and perseverance of the Parish Council, District Councillor and local residents had paid off in this instance. The foliage on the A2 slip road still needs to be cleared - LK will follow up LK has also requested DDC's Local employment strategy and the proposed plans for landscaping the new development. LK to pursue Charlie Elphicke and request he comes out to talk to local residents regarding the provision of Dental Services in Aylesham.

12. Aylesham Development

12.1 Surveillance presentation update - minutes included in Councillor packs. Next steps - The PC to pinpoint the areas of priority - 1st Health Centre Play Park. Field in general and in particular between Kings Road and Burgess Road. Hill Crescent Play Park. ARJ to supply posters and boards- Clerk to email

12.2 Bin installation update - CP was pleased to confirm that the first round of bin installations, repairs and reinstates is now completed. He has now started work on the next round in preparation to submit the costs for the budget review.

12.3 Market Square Trees update – AM will aim to schedule the works WC 25th July and will confirm with the Clerk when this has been arranged.

12.4 War Memorial - LK and JC have both requested further updates from the Developers on numerous occasions, unfortunately they have not been forthcoming. LK will raise the issue again at her next meeting on 1st August and the PC would like to invite a representative from the Developers to clarify their position at the next PC meeting.

13. Aylesham House

13.1 On-going Maintenance - MT suggested that the next phase of the works within Aylesham House should progress. LP to write a schedule of works for panelling out of the meeting room and the refurbishment of both kitchens and source three quotes by the end of August in preparation for the Budget review meeting.

13.2 Aylesham Heritage - request permission to put up signage on the front of the building. Resolved: CP proposed and MT seconded all agree to the request on the proviso the sign is in keeping with and no bigger than the Aylesham Parish Council sign; also to state on the bottom 'Hosted by Aylesham Parish Council' and that the design is sent to the PC to proof before it goes ahead.

13.3 Aylesham Community Tearooms - submitted the proposed next steps for the project over the coming weeks and requested access to the building in order for the contractor to use the facilities whilst the works are underway. Resolved: All agreed - This would leave the Tearooms in a vulnerable position should any incidents occur before the build is even complete. It would also be logistically difficult to manage

and would pose a potential security risk to the building. All agreed therefore to deny access during this period.

14. Councillors expenses (including business insurance)

Councillors wishing to claim travel expenses to meetings outside of the Parish were advised to get a quote from their Insurance Company for the cost of adding Business Insurance on to their existing policy in the first instance.

15. Budgeting and Business planning meeting to be arranged for September

All Committees to prepare for the meeting by submitting all proposed project costs by the end of August.

16. Next Meeting: Thursday 8 September, 7.00pm, Aylesham House

Reminder: No meeting in August and no surgeries on Friday 19th and 26th August.

17. Items for next Agenda

Councillors to email any agenda items for the next meeting.

18. AOB for information only