

## Aylesham Parish Council August 2019

Thursday 8<sup>th</sup> August 2019, at 19:00pm  
Aylesham House, Dorman Avenue South, Aylesham.

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

#### 1. Those Present

M. Townsend (Chair), B. Morgan (Vice Chair), Cllrs L. Prescott, B. Oliver, K. Sutcliffe, C. Price, I. Thomas. Parish Clerk K. Razzell, D. Jenkins (Assistant Clerk) Cllr L. Keen (DDC), Cllr C. Woodgate (DDC)

#### 2. Apologies

Cllr P. Walker (DDC), Cllr S. Manion (KCC)

#### 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.

L. Prescott – Roses Tea Room & Thrift Shop CIC. K. Sutcliffe – Aylesham Heritage

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

July 2019 – Correct. Proposed by K. Sutcliffe, seconded by B. Oliver. All in favour.

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

##### Aylesham Hub

Gave an update on their Consultation report, informed Councillors that Aylesham Hub have met with Dover District Council to discuss potential site at Station Field. They are going to start applying to funding through public money, and keep their consultation ongoing. The Parish Council is key to their project, and it would be difficult without a partnership (which has been requested).

B. Morgan noted that the Parish Council supports Aylesham Hub, but has high reservations on a Partnership. She feels that the Parish Council need to be mindful of preserving green spaces as the site that has been located is taking away few of the green spaces left.

##### Aylesham Heritage Centre

K. Owen was concerned that the Heritage Centre is currently closed. Council explained that this is due to the floor tiles testing positive for asbestos, which will need to be removed by a specialised contractor, before new flooring can be laid (see Agenda item 16). Clerk to contact Astra UK to confirm the space is safe for temporarily removing the items in the room.

#### 6. District & County Councillor Reports

##### Outline

##### **Steve Manion (KCC)**

- Kent County Council wish to be carbon zero by 2050. In 2010 they removed 20% of the carbon footprint in the Kent area. S. Manion to find out if this was done by carbon trading.

##### **Peter Walker (DDC)**

- Discussed Scrutiny meeting held at Dover District Council which L. Keen, C. Woodgate were also in attendance at. East Kent Housing have had far too many Gas Safety or

Electrical Safety Certificates not renewed and homes also tested positive for asbestos and legionella. East Kent Housing appears not to be computerised centrally, which is now being attended to, and all Gas Safety Certificates have now been renewed apart from one house.

- A consultation on Council Tax Support will shortly be released by Dover District Council for residents to answer, P. Walker advised to keep an eye out for this.
- P. Walker has been having walkabouts in Aylesham. Matters such as overgrown jittys and hedges will be examined by DDC.
- Speeding, a letter has been sent to all surrounding Parish Council's to hopefully arrange a get together to discuss speeding and to look at measures that can be done by the Parish Council's.
- Developments in Dover area have a lack of social amenities, P. Walker wishes for these to be included as part of their programme and set in stone – he will keep pressing this.

B. Morgan noted that the Parish Council are awaiting confirmation (since March 2019) on areas of proposed land around the village for allotments, play parks and that we still cannot get them to act. East Kent Housing, B. Morgan enquired whether they have had any sanctions by Dover District Council, P. Walker noted that DDC Cabinet are well aware, and to watch this space.

## **7. Correspondence**

**Email from local resident regarding issues at the skate park and funding.**

**Resolved: Email to be discussed in Agenda item 14.**

**Email from Snowdown RFC – Miners Shirt**

The miners' shirt" for Snowdown RFC. A copy of player's shirt minus sponsor's logos. The picture of the pit head on the shirt is taken from a photo of Snowdown Colliery pit head.

**Resolved: Noted by Council**

### **Dover District Council - Community Caretaker**

On Friday 29<sup>th</sup> of July, Cllr Keith Morris (Leader of the council), Cllr MJ Holloway (Cabinet Member for Community Services) & Matthew Scott (Police & Crime Commissioner) officially opened our Community Stores, as part of our [Community Caretakers Scheme](#). A new community scheme that aims to help provide local people with the tools they need to make a real difference to their communities.

Dover District Council has now installed and equipped six Community Stores, across the district. All in various shapes and sizes containing a range of materials, equipment and protective clothing to help support community projects, one being in Aylesham. The stores are available for anyone who would like to register as a [Community Caretaker](#) to help in their local area. Community Caretakers are local residents who have volunteered some of their spare time to help with anything that benefits their local community. This could include for example litter picking, painting, planting, gardening, sweeping, and basic DIY.

The Community Stores are run by Dover District Council's Community Services team, and has been funded by the Department of Housing, Community and Local Government, and by a grant from the Kent Police and Crime Commissioner through the Community Safety Partnership.

**Resolved: Councillors to look at this further, including the Community Store and what is there.**

**Proposed by B. Oliver, seconded by L. Prescott. All in favour.**

**Email from Your Leisure – Banner display, Market Square**

To display banner at the entrance to Market Square during August, promoting their August membership offer of 3 months membership for only £47.99 and new extended opening times.

**Resolved: Planning permission for banners to be displayed on the Market Square is required from DDC (as they are the landowners). It was suggested that as an alternative the banner can be hung on the bollards at the Parish Council Co-Op Car Park as this is quite a central location of the village still. Proposed by K. Sutcliffe, seconded by B. Morgan. All in favour.**

**Letter from local resident - Aylesham 'Village Sign' in Spinney Lane**

The Parish Council have been copied into a letter to KCC Cllr Steve Manion highlighting the dilapidated 'village sign' in Spinney Lane as you approach the village. The sign is severely faded, with the Kent County Council logo/insignia now invisible and overgrown vegetation surrounding it. New village signs were erected in Dorman Avenue North, however they feel the Spinney Lane entrance into the village should not be neglected and should have been replaced at the same time. The resident would welcome an inspector to assess the situation to see if a repair can be carried out or if a new sign is required. If the latter is true, they have requested that the new sign includes details of Aylesham's twin-town Courrieres, France like many of the surrounding villages have?

**Resolved: Council thanked resident for highlighting this, Clerk to follow this up with Kent County Council and KCC Cllr Steve Manion. Proposed by B. Oliver, seconded by B. Morgan. All in favour.**

**Letter from local resident – Public Right of Way EE286A (Ratling Road entrance)**

The Parish Council have been copied into a letter to Kent County Council Public Rights of Way and Access Manager regarding the PROW becoming overgrown and inaccessible. It was only cleared in January/February of this year, after the resident reported it being inaccessible last November (2018). The resident noted to Kent County Council of the historical importance to the County of Kent and hopes that it will in future be maintained effectively.

**Resolved: Council noted that this PROW is completely blocked, since the Clerk received the letter, KCC PROW Manager has responded to the resident to say it is on their maintenance schedule to clear. B. Morgan noted that PROW EE288 is also overgrown and inaccessible, she has reported this twice to KCC however nothing has been done. Clerk to contact KCC again, B. Morgan to send Clerk copies of correspondence.**

**Letter from Aylesham Carnival Association**

Requesting permission to have access and use of the Market Square, and the electricity supply on Saturday 21<sup>st</sup> September 2019 for their annual Carnival event.

**Resolved: K. Sutcliffe proposed Council to permit use of the Market Square on Saturday 21<sup>st</sup> September 2019, seconded by B. Oliver. All in favour. Clerk to confirm this in writing.**

**Letter from local resident – Church View**

A portaloos appears to have been left behind after building works at Church View.

**Resolved: M. Townsend to look into this further. Clerk to correspond with resident.**

**Letter of thanks from Aylesham 4 Aylesham**

Aylesham 4 Aylesham would like to thank the Parish Council for their financial support through the Grant process and collaborative support from Councillors towards the Summerfest on 20<sup>th</sup> July. The event proved a tremendous success with interaction from residents, organisations and traders

from inside and out of the community which helped them to provide a good day and evening of activities and entertainment. Support and feedback from the community has been very positive and encouraging.

**Resolved: K. Sutcliffe confirmed the Summerfest raised £400 for local resident Charlie Golden, and it was a great day. Aylesham 4 Aylesham are seeking more volunteers to carry on the events for the community.**

#### **8. Planning Applications:**

**Planning Committee Meeting arranged for Monday 12<sup>th</sup> August 2019 at 5.30pm**

#### **9. Grant Applications:**

No Grant Applications submitted for the August meeting.

**Resolved: Council agreed for applications need to be submitted two months before the event/funding, and to tighten deadlines for applications which are to be submitted no later than to two clear weeks before the monthly meeting. Clerks to place an advisory note on the application form for this. Proposed by B. Oliver, seconded by B. Morgan. All in favour.**

#### **10. FINANCE & ACCOUNTS (monthly reconciliations and accounts always available to view)**

The outlined expenditure approval – **Resolved: Proposed by K. Sutcliffe, seconded by B. Oliver. All in favour. Clerk to raise cheques accordingly.**

- Surrey Hills Solicitors £714.00
- Christopher Punyer £443.85
- K. James (key cutting and cleaning supplies) £43.55
- Clerk expenses (Stamps and office supplies) £16.93
- Sequoia Tree Care – Market Square £726.00
- Rialtas Business Solutions (accountancy software/licence, training, and one year's support) £1,016.52
- HMRC NI Contributions £273.05
- Kent County Council, KCS Supplies - Platform brooms for Play Park Inspections £22.08
- Fifth Trust – Market Square Memorial Garden/entrance to square tidy up. Invoice 2048 £95

Clerk noted to Council that training on the new Rialtas Suite Alpha Financial Management Software had been completed.

#### **11. Speed Calming Measures**

A report by former Councillor T. Johnstone that was made from the Dover Area Committee KALC Meeting held one 24 January 2018 was given to District Councillor P. Walker so he could review for the speeding matter (previously noted).

L. Prescott noted that he wished for both Spinney Lane and Aylesham Road to be reduced.

Clerks gave an update to Council that they had been in contact with both Cllr S. Manion and Kent County Council and had completed a Highway Improvement Plan, whereby KCC will look into ways

to reduce speed limit around the village, they feedback to the Parish Council cost estimates, and recommend action that could potentially be taken.

## 12. Aylesham Hub

Aylesham Hub have requested a Partnership with the Parish Council. The Parish Council enquired further to what a Partnership with Aylesham Hub would mean, however it was felt that it was not fully explained in detail.

**Resolved: Councillors noted caution to this and wished to seek legal advice on the matter.**

**Proposed by B. Morgan, seconded by K. Sutcliffe. All in favour. B. Oliver was absent from the room whilst discussions were made, and did not vote.**

## 13. Snowdown Village Signs

Council queried the quote that had been received by Kent County Council was a lot higher than first expected. Council noted that the first amount expected was for £800 plus VAT, but to be split by both the PC and Cllr Steve Manion, however the quote received was for £1,100 plus VAT.

**Resolved: Aylesham Parish Council to fund two signs for Snowdown Village in this financial year, and a third next year. This gives time for the land owners to be traced and the third sign erected in the correct place (before the Colliery, not by the Station as an alternative siting. Clerk to inform KCC, and obtain quote for two village signs. Proposed by B. Morgan, seconded C. Price. All in favour.**

## 14. Skate Park

Councillors discussed further damage to the picnic benches at the Skate Park, photos showed one of the picnic benches had been severely damaged by what looked like a disposable BBQ being lit on the table, making it irreparable.

Councillors urge residents need to report any anti-social behaviour to Kent Police on 101 or online. An email was received from a resident with concerns that the Parish Council are retracting the fund for the skate park (to add additional items). Councillors noted that they had not said they will not spend further money on it and it will be revisited once the CCTV is installed.

**CCTV-** Eurovia Infrastructure Ltd, contractors to Dover District Council for CCTV at the Skate Park (Council previously voted to proceed with CCTV via DDC, and for DDC to manage and monitor the CCTV) the quote from Eurovia Infrastructure Ltd to supply and install the CCTV equipment has now been received by the Clerk in the sum of £12,813.31.

DDC have confirmed that they will not charge the Parish Council to monitor the CCTV, however this may be reviewed at a later date.

Proposal: To accept and proceed with the Eurovia Infrastructure Ltd quotation of £12,813.31, and for Dover District Council to monitor the CCTV. Also for the damaged picnic benches to be removed. Proposed by K. Sutcliffe, seconded by B. Morgan. All in favour. Clerk to contact Eurovia, DDC and to obtain quotes for new picnic benches in preparation for once the CCTV has been installed.

## 15. Aylesham Development

- Persimmon Homes Public Meeting to be held on Tuesday 20<sup>th</sup> August 2019 at 6.30pm at St Peters Church Hall, Dorman Avenue South – posters to be circulated around the village.
- No Aylesham Update meeting was held at Dover District Council Offices in August. However it was noted by Councillors that the Issues Log was not working.
- Reflectors on the bollards on Dorman Avenue that had been damaged/taken off, quote to replace these was received in the sum of £395.16. Proposed by B. Morgan to proceed with this, seconded by L. Prescott. All in favour.

## 16. Aylesham House

### ***Heritage Room Flooring***

Asbestos found in the glue of the vinyl floor tiles after being tested by Astra UK. Clerks sought quote to remove and dispose of the asbestos floor tiles –

Astra UK Ltd £1,185 plus VAT

**Resolved: To proceed with quote from Astra UK to remove the flooring on an emergency basis. Clerk to confirm acceptance of the quote, and inform Aylesham Heritage of when the work will take place.**

To replace the main Heritage room floor, three quotes were sought for carpet tiles:

1. £1,198.50 (inc VAT) – Clarks Canterbury
2. £2,040.99 (inc VAT) – SDWebb Floors
3. £2,245 plus VAT – Florland Carpets

**Resolved: To proceed with Clarks, Canterbury. Proposed by B. Oliver, seconded by B. Morgan. All in favour.**

## 17. Committees Update

No Recreational & Facilities Committee Meeting took place on 8<sup>th</sup> August 2019 due to no quorum. Meeting to be rearranged by Committee Chair and Clerk.

- Report of tyres fly tipped at Snowdown Play Park (placed over the litter bin) kindly collected by East Kent Recycling Ltd, which Council gave thanks for.

## 18. Next Meeting

Thursday 12<sup>th</sup> September 2019 at 19.00pm

***Items For Next Agenda CCTV Market Square***

## 19. AOB: For Information Only

None

## Meeting Closed

Time 21.15