

# Aylesham Parish Council Meeting Minutes

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Thursday 11 May 2017 at 7.30pm,  
Aylesham House, Dorman Avenue South, Aylesham.  
**SUBJECT TO CONFIRMATION AT THE NEXT PC MEETING**

<b>1. Those Present</b>
J. Cartledge (Chair), B. Oliver, M. Townsend, C. Price, L. Prescott, B. Morgan, T. Johnstone, K. Sutcliffe, T. King (Cllrs), M. Sutcliffe, H. Hale (Clerk), G. Cowan (DDC),
<b>2. Apologies</b>
L. Keen (DDC), S. Manion (KCC)
<b>3. General Declarations of Interest</b>
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.
T. King declaration sent to DDC.

<b>4. Minutes of Previous meeting and Matters Arising</b>
MT proposed and TJ seconded that these were a true record - all agreed.

<b>5. Public Representatives notified to Clerk in advance of the meeting</b>	<b>Action/Resolution</b>
None.	

<b>6. DDC CDO, County Cllr, District Cllr Reports, PCSO update</b>		
<b>Report From</b>	<b>Outline</b>	<b>Action/Resolution</b>
PCSO Carmichael	ASB : Youths have been playing knock down ginger but it has been going a little far as they are waiting for an answer and then giving verbal abuse. Off Road bikes on the road, ongoing issues. People know who is riding them we just need names. Reports of young males with Pellet guns walking around the village again names needed if anyone knows of any keen young hunters. Crime: Reports of attempt shed Breaks x2 . Pls check all security of out buildings.	
Cllr Manion	Please convey my apologies. I would like to commence the pedestrian crossing project near the school as soon as possible. Is the parish willing to co-fund this work.	Clerk to ask for costings and location for next meeting. Invite Cllr Manion to next planning meeting with Principal

		Planner L. Blaskett.
G. Cowan	Raised questions for days available for PFM with David Hall – asked for a meeting to explain days available for young people being shortened / contained. Who has he consulted? G. C to invite TK to youth meeting (including Nigel Baker).	Asst. Clerk to invite PFM to a meeting with PC rep for youth (T. King). Email G.C address.

7. Correspondence		
From	Outline	Action/ Resolution
PCSO Carmichael	PCSO Carmichael would like to hold surgery her at the same time as the parish councillors surgery or for the hour after, where residents will have the opportunity to highlight any issues? Would this be something the member would agree to?	Clerk to ask PCSO - How often will the surgery be held – when will it be appropriate / convenient for her? Private matters to be held in separate room for individual complaints (Heritage).
Snowdown resident	Raised issues regarding the Snowdown play area, dog waste bins and the road	Clerk responded with an update and contacts for reporting issues 28.4.17
KALC	The latest Bulletin from the NALC Chief Executive on recent national developments and meetings.	
KALC	Event: The Dynamic Councillor - Afternoon Workshop Date: 18 May 2017 1:00 PM - 4:30 PM Location: Harrietsham Village Hall	T. King has been booked to attend.
The Heritage Centre	Please can you ask at the next parish council if an outside tap can be installed. This will help maintain the flower gardens instead of using water from neighbours or trying to bucket water out the building.	Heritage to install tap and fund it (confirmation). C. Price propose PC to fund the tap, B. Oliver seconded it. All agreed (L. Prescott objected). Clerk to contact for price.
Aylesham Community Project	Invitation to attend a 21 years Celebration Lunch- 1 member plus 1 guest. Thursday 29 <sup>th</sup> June 12.00 noon.	B. Morgan to go with T. King if J. Cartledge cannot attend.

PCSO	PSE 55566 Alan Watson-Community Speedwatch Manager Direct Dial – 01622 653781 Email address. csw@kent.pnn.police.uk Website. www.kent.police.uk/speedwatch	Road up to Wingham to have speed reduction. B. Oliver to get information from Alan. L. Prescott to be involved.
KALC	The Good Councillors Guide 2017 has now been published and is ready to use. This is a vital and innovative Guide, which has greatly expanded from previous editions. The cost per copy is £2.99 plus postage and packing.	Clerk to order 11 guides.

#### 8. Planning Applications

Ref No	Outline	Action/Resolution
DOV/17/00397 21/04/2017	Proposal: Installation of replacement mechanical plant in service yard, additional lighting to plant area and repainting of bollards to front. Change existing opening hours to 06.00am - 22.00pm Monday - Saturday. Location: Co-operative Retail Services Ltd, Market Place, Aylesham, CT3 3DY	T. Johnstone to contact co-op to ask about visual pollution onto backing yard (snowdown court).
DOV/17/00456 05/05/2017	Proposal: Erection of a two storey side extension (existing garage, lean-to and conservatory to be demolished). Location: 33 Hill Crescent, Aylesham CT3 3DQ.	

#### 9. Grant Applications

From	Outline	Action/Resolution
Aylesham Twinning Association	French Visit 25th-27th August 2017. Taking 30 English and French people in total to a lunch on the Bluebell Railway prior to the French departure on the Ferry. English families will fund themselves over the Saturday and Sunday. Aim of the trip is to connect English and French families together for one weekend / encouraging tourism. Req: £1080.	B. Oliver proposed B. Morgan seconded. All agreed to grant.  Clerk to inform twinning that they have been awarded the grant and send out cheque.
Society of St. Vincent de Paul	Hosting summer camps in Colchester and Essex for three boys aged 8-13 who would not have otherwise have a holiday. This provides activities such as arts and crafts and other challenging experiences. Referrals include the likes of BeChange and Porchlight. Req: £435.	C. Price proposed K. Sutcliffe seconded. All agreed to grant. Clerk to inform that they have been awarded the

		grant and send out cheque
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**10. FINANCE & ACCOUNTS (monthly reconciliations and accounts always available to view)**

Action Item	Resolution
a) The outlined expenditure approval	C. Price proposed T. Johnstone seconded. All agreed.

Expenditure			
Cheque No			APRIL 17
3137	Anthony Price	lock and additional keys	40.30
3138	Ass Clerk	April Salary	632.32
3139	freedom leisure	Grant application	1,500.00
3140	Action with communities in rural Kent	Annual subscription	40.00
3141	Clerk	Salary/ stamps/refreshments	47.79
3142	Dolphin Stair lifts	Stair lift annual service	150.00
3143	AJL garden services	April ground maintenance	304.88
3144	David Buckett	Year-end Internal Audit	244.80
DD	EDF	monthly DD	50.00
DD	The People's Pension	Pension Contributions	19.75
SO	Cleaner	April Salary	244.48
SO	Clerk salary	April Salary	900.00
<b>TOTAL</b>			<b>4,174.32</b>
INCOME			
	Aylesham Community Tearoom	3rd Quarter Land Lease	62.50
	Precept	17/18 Precept	89,414.25
<b>TOTAL</b>			<b>89,476.75</b>

**11. Aylesham Development**

Report from	Outline	Action/Resolution
Mark Townsend.	Report included a range of issues. PC look into buying posts in bulk (i.e 200) – DDC asked for	M. Townsend to take forward PC ideas and

	<p>quote to take all figures to cabinet to request additional funding. Opportunity has arisen, outside of capital receipts, for this funding.</p> <p>St. Joseph's School looked into speeding signs. KCC own posts that would have speeding signs installed on – now in consultation with KCC for signage to be installed.</p> <p>Sustainable transport – consultation on what the village wants for bus services will be had. Several ideas brought forward for bus services.</p> <p>Allotments – suggestion that land parcel at the rear of Burgess Rd on way to Kings Road to have allotments installed on this area. Concerns that area wasn't big enough and DDC suggesting to contact residents having gardens extended for this. However, land is arguably big enough and to extend gardens by another 30ft would be unrealistic. DDC looking to remove land from the development parcel.</p> <p>Flytipping / concerns on rubbish. Sarah Bradley – to circulate leaflets for advice and guidance on flytipping crimes. Nick Evans to include newsletter on further advice.</p> <p>Concerns were raised on station field with vehicles driving near back of properties.</p> <p>Raised concerns on enforcing Planning Enforcement 215 to remove mess on "greyhound" site.</p> <p>Customers are reported to be content with new shops opened.</p> <p>Pellet guns with squirrel hunting taking place has been reported to police and interviewed a new witness. Signage not a good deterrent for hunting that is taking place.</p> <p>Nick Evans to follow up reinstallation of village sign on market square so historical text is replaced ASAP.</p>	<p>concerns and if DDC are to take land from developers (with PC funding it) then to request a route to the area.</p> <p>M. Townsend encouraging PCs to write to shop owners to stop flytipping / littering and to report via DDC.</p>
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	DDC seek to address several development issues (i.e CCTV) with cabinet and liaise with Southeastern Trains for camera issues overlooking car park.	
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12. Aylesham House		
Update on	Outline	Action/Resolution
Roses Tea room & Thrift shop	Solicitor replied stating that Tea Rooms demise would legally transfer ownership to PC.	B. Oliver proposed, B. Morgan seconded. All agreed.  Clerk to reply to Tea Rooms owners to reject renewed lease.
Aylesham House Maintenance		
Heritage Centre	Unveiling of new memorial stone with good turnout. 2 page spread in Canterbury Times.	

13. Committee update		
Report from	Outline	Action/Resolution
J. Cartledge.	Clerk recruitment. Discussion over Dover Express advertising for recruitment.  Asst Clerk to have hours increased.	Clerk to advertise on A4A, Facebook pages, KALC. C. Price proposed not to approach Dover Express, seconded by T. King. All agreed.  Clerk to email Dianne to register increased hours. K. Sutcliffe proposed and TK seconded. All agreed.
Lee Prescott.	Flytipping near Spinney Wood. Three quotes brought forward at £16 each.	Clerk to look into what we can attach to signs with KALC / CSU (wording etc).  L. Prescott to consult DDC for solid fly tipping signs.

		Clerk to consult Sarah Bradley on legalities and wording for signs to order solid signs / ideas on cameras.

#### 14. Internal Audit & Annual Return

Report from	Outline	Action/Resolution
a)	Internal Audit report was presented to Council members to their consideration	T. Johnstone proposed K. Sutcliffe seconded – all agreed the approval of the Internal Audit report.
b)	The Council considered the Governance Statement	B. Morgan proposed L. Prescott seconded – all agreed the approval of the Governance Statement
c)	The Council considered the Accounting Statements	M. Townsend proposed C. Price seconded – all agreed the approval of the Accounting Statements

#### 15. Wish List Consultation, S106 project update

Report from	Outline	Action/Resolution
J. Cartledge	Funding secured for SP project. Initial fees for meeting £216 + VAT for pre-planning application. (C. Price proposed and B. Oliver seconded this spend). Carl to agree to management in due time. Fees to come out of funding.	PC to organise meeting with CDO Emily Barnes to discuss funding for skate parks in future.

#### 16. Coop Carpark and Dorman Avenue bollards- LP/MT

Report from	Outline	Action/Resolution
L. Prescott & M. Townsend	PC may be supplying posts. DDC interested in taking over project. MT to place cheque in and issue deferred to next meeting. Three quotes acquired.	

17. Celebrate event update		
Report from	Outline	Action/Resolution
Asst. Clerk	Clerk presented options around staging costs and new performers to confirm prices. PC agreed to fund those brought forward in new report about the Celebrate Event.	Clerk to contact the new performers and stage company with result.

18. Village Memorial		
Report from	Outline	Action/Resolution
J. Cartledge	£35k quoted. Persimmons have confirmed but Barret awaiting response from. Gallaghers no response so far. If £16 for just two, then £19k to make up for shortfall.	

19. Next Meeting		
Thursday 8 <sup>th</sup> June 2017, 7.00pm, Aylesham House		

20. Items for next Agenda		
Request from	Agenda Item	Action/Resolution
C. Price	Fly-tipping / rubbish / littering.	C. Price to email names of criminals to Clerk.
M. Townsend	Allotments	To be considered.

21. AOB for information only		
Report from	Outline	Action/Resolution

Chairperson	Signature	Date
J. Cartledge		