



AYLESHAM PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on 26th May 2022 at 19:00pm at Aylesham House

1. Those Present

J. Pout, K. Sutcliffe, B. Oliver, L. Prescott, S. Bott, K. Robinson (Clerk & RFO)
N.Purcell (Administrator)

There was 2 Members of the public present

2. Apologies

DDC Cllr Keen, Cllr Woodgate. KCC Cllr Manion

3. To elect a Chairperson (if the council wishes to have one)

Resolutions:

It was proposed by K. Sutcliffe to nominate J. Pout as Chairperson. B. Oliver
Seconded. J. Pout happy to accept.

It was proposed by L. Prescott to nominate K. Sutcliffe as chairperson, K. Sutcliffe
not happy to accept

Outcome: Proposal withdrawn.

It was proposed by L. Prescott to nominate B. Oliver as chairperson. No seconder for
this proposal.

Outcome: proposal withdrawn.

Original proposal stands: K. Sutcliffe nominates J. Pout as Chairperson; B. Oliver
seconded the motion.

Outcome: 4 votes in favour, one against. Motion carried. J. Pout is duly elected as
chairperson.

L. Prescott made a statement that he felt the chairperson should be someone who
was 'born and bred in Aylesham'. S. Bott requested that L. Prescott withdraw his
statement and emphasised that what is important, is whoever it is resides within the
parish and is committed to the villages of Aylesham and Snowdown. S. Bott
expressed concerns that a statement such as that made above may deter people
from joining the Parish Council. L. Prescott declined to withdraw his statement and
stated it was a personal remark and therefore is happy for it to be documented as
such.

4. Declaration of interests and updates to the Declaration register.

B. Oliver declared an interest with 'The Hub'

S. Bott is chair of the Aylesham and District Workshop Trust.

No other updates.

5. To Elect a vice Chairperson (if the council wishes to have one.)

Resolved: It was proposed by K. Sutcliffe and seconded by S. Bott to elect a vicechair.

Outcome: all in favour, motion carried.

Resolved: K. Sutcliffe nominated S. Bott for the position of vice chair

Outcome: S. Bott not happy to accept- motion withdrawn.

Resolved: L. Prescott nominated B. Oliver to be vice chairperson

Outcome: no seconder- motion withdrawn

Resolved: It was proposed by S. Bott and seconded by B. Oliver to nominated K. Sutcliffe as Vice Chairperson.

Outcome: K. Sutcliffe happy to accept, all in favour, motion carried. K. Sutcliffe was duly elected as Vice Chairperson

6. Minutes of the previous meeting and any matters arising.

It was proposed by K. Sutcliffe and seconded by S. Bott that the minutes of the meeting held in May 2021 are a true and accurate record.

7. Appointing Members to Committees

Committees have not met for some time; any items have ben delt with under full council.

Resolved: It was proposed by S. Bott and seconded by K. Sutcliffe to not appoint any sub committees at this time while councillor numbers are low, to deal with any matters under full council and review this in September 2022.

Outcome: 4 in favour, 1 abstain

8. Appointing Representatives to Other Bodies (If the council wishes too)

Resolved: it was proposed by B. Oliver and seconded by K. Sutcliffe not to appoint any representatives to other bodies.

Outcome: All in favour, motion carried.

9. To approve Terms of reference for Committees

Resolved: it was proposed by B. Oliver and seconded by K. Sutcliffe to defer until the appropriate time

Outcome: All in favour, motion carried

10. To Approve or update any Policies and Procedures

10.1 Email and communications policy.

Resolved: It was proposed by S. Bott and seconded by K. Sutcliffe to accept the Email and Communications policy

Outcome: All in favour, motion carried

10.2 Maternity Leave policy (amendment)

Resolved: It was proposed by K. Sutcliffe and seconded by B. Oliver to accept the following amendment to the Maternity Leave policy:

You may be required to pay back the enhanced amount of maternity pay (anything more than Statutory Maternity Pay) if you:

- *do not to return to work*
- *leave within 3 months of returning from maternity leave*

Outcome: All in favour, motion carried

10.3 Vexatious Complaints Policy

Resolved: It was proposed by S. Bott and seconded by b. Oliver to accept the Vexatious Complaints Policy

Outcome: All in favour, motion carried

10.4 Freedom Of Information

Resolved: It was proposed by S. Bott and seconded by B. Oliver to accept the freedom of Information Policy

Outcome: All in favour, motion carried.

10.5 Financial Regulations

Resolved: It was proposed by S. Bott and seconded by B. Oliver to accept the updated latest Model Financial Regulations 2019.

Outcome: All in favour, motion carried

11. Calendar of Meetings For 2022/2023

Meetings will be held on the second Thursday of the month, unless an extraordinary meeting is called.

12. Date of Next Meeting

To be held in May 2023

- Meeting ended 19:41pm -