

Aylesham Parish Council November Meeting 2017

Thursday 9th November 2017, at 19:00,
Aylesham House, Dorman Avenue South, Aylesham.

1. Those Present
J. Cartledge (Chair), M. Townsend (Vice Chair), B. Morgan, K. Sutcliffe, L. Prescott, T. Johnstone, T. King (Cllrs), K. Razzell (Asst Clerk), Cllr S. Manion (KCC), Cllr L Keen (DDC).
2. Apologies
B. Oliver, C. Price (Cllrs), M. Brannigan (Parish Clerk), Cllr S Manion.
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.
J. Cartledge, M. Townsend, K. Sutcliffe Aylesham 4 Aylesham

4. Minutes of Previous Meeting and Matters Arising:	
Outline	Action/Resolution
October 2017 Flytipping in Kings Road is still there, Cllr Keen to chase DDC. MT proposed and TJ seconded that these were a true record - all agreed.	

5. Public Representation Notified to Clerk in Advance of Meeting:	
Outline	Action/ Resolution
No requests were made by the Public to speak.	

6. DDC, County Cllr, District Cllr Reports:	
Outline	Action/Resolution
<p>Cllr L Keen</p> <p>Aylesham Street Cleaner Bill has now retired. The hours of work for the position are Monday – Friday 4 hours per day. Cllr Keen had enquired about the jittys being included in their work schedule, no response as yet to this from DDC, the mechanical sweeper is weekly but there is no set day. A street cleansing vehicle (caged van) visits the village daily to empty litter and dog bins Monday – Friday. Concerns were raised over the Street Cleaner, Aylesham is getting huge, issues around the Village need to be reported by the Street Cleaner. The Parish Council would like to have an input for hotspots. A meeting with DDC and Veolia to be arranged.</p> <p>Cllr Keen has emailed to arrange a meeting with the new DDC Council leader Keith Morris, and Community Cabinet Member</p>	<p>Cllr Keen to email DDC to arrange this.</p>

<p>Mike Holloway for issues such as a village hall, the buses, and any other issues that people wish to be raised. The meeting is to be held on Friday 8th December, Cllr Cowan will also attend, it was noted that it is essential for Parish Council Councillors to be in attendance for this.</p> <p>Village Hall Committee – AGM Thursday 18th November, anyone is welcome to attend. There is a funding opportunity with ACRE.</p> <p>Cllr G Cowan</p> <p>Cllr Cowan was pleased with the what he heard from new DDC Council Leader Keith Morris in his first speech. He feels Mr Morris will get more done for the District, and hopefully further things for Aylesham.</p> <p>Derrek Garrity has had a meeting with KCC for the freehold of the old school, he is aware Aylesham will have feelings about this and will keep the Parish Council informed.</p> <p>The issue of no nursery places in Aylesham was discussed, M. Townsend asked what additional funding will be available if they do.</p> <p>The matter of housing was discussed, there are a lot of people in the village on the housing waiting list who are not getting houses. The new Cabinet Members of DDC will be involved in changing the Policy, Canterbury City Council have a different waiting list, which would work for DDC, and is what is needed. M. Townsend noted how the houses are built, Cornwallis Avenue has lots of problems, it was asked why DDC are not putting pressure on the people building them. The private sector housing within DDC regulate who DDC should be going to about these problems and addressing them. Cllr Keen has asked if people write to her about the problems she can address them in an email to DDC.</p> <p>Cllr S Manion sent his apologies but gave an update with regards to the missing double yellow lines in Dorman Avenue North. Stephanie Wadhams of DDC has responded and said that the only road markings that require refreshing are those at the junction with the B2046. A job has been issued for this work to be done.</p>	<p>Cllr Keen to email Clerk with more details.</p> <p>Clerk to send a Welcome Letter to new DDC Council Leader Keith Morris. Cllr Cowan to keep the Parish Council updated on this matter.</p> <p>Cllr Cowan to send information to Parish Council.</p> <p>Cllr Keen to attend East Kent Housing Scrutiny meeting next week, who will raise this.</p> <p>The Parish Council to take photos of missing double yellow lines, and send emails to Stephanie Wadhams, copy in Cllr Manion, D. Robinson (DDC) & KCC.</p>
---	--

7. Correspondance:		
From	Outline	Action/Resolution
#iwillWeek	Event invite 21 st November 2017, Discovery Park Sandwich 1 – 6pm.	

	The #iwill Show and Tell event is being hosted by Dover District Council, working with students from Dover Grammar School for Boys. The event is part of a series of events for #iwillWeek coordinated by the national #iwill campaign, and young people and community organisations are invited to come along. The event in Sandwich will provide information on social action and volunteering opportunities in Dover District.	T. King to attend.
DDC – Snow Warden Volunteer Service	Snow Wardens are volunteers from the local community who give up their spare time to help clear snow during bad weather in the winter months (October to March). Members of the Public can register to become a volunteer through the DDC website.	Clerk to publish on website & noticeboard
Local Resident Email Request for Bollards along Cripps Close.	There has been a positive effect from the bollards that have been installed on Dorman Avenue North. The Parish Council will look to install bollards along Cripps Close, in either this year's or next year's budget.	Clerk to look into this further.
Interim Audit	Taking place on 13 th November 2017.	Clerk to organise Budget Meeting after the Interim Audit.
St Josephs Catholic Primary School	Request to use Spinney Woods for Forest School on a regular basis	School to provide Risk Assessment, and Indemnity Insurance details to Clerk.
Aylesham Primary School	Request to use Spinney Woods for Forest School on a regular basis.	School to provide Risk

		Assessment, and Indemnity Insurance details to Clerk.
Deal & Dover Citizens Advice	The Parish Council wish to continue their support to Citizens Advice which a lot of the community use.	M. Towns and proposed £100. JC seconded this. All in favour. Motion carried.
Complaint from Resident	Cars driving around bollards on the junction with Derwent Way/Dorman Avenue North, and parking on the verges. A collapsable barrier was discussed to stop vehicles doing this, but will be accessible for contractors, etc. A "children crossing" sign was also discussed, due to so many children using the jitty up Dorman Avenue North who then cross over the road towards the school.	L. Prescott to look at costings for this. Clerks to contact KCC about this.
Southern Housing	Request to store toilet and container for workers installing kitchens in Cornwallis Avenue. The Parish Council agreed to this as long as it is secured at night, and the container has a toilet inside it rather than a portaloos.	All in favour. Motion carried. Clerk to confirm to Southern Housing.

8. Planning Applications:		
Ref No	Outline	Action/Resolution
17/01257	Cut back to boundary those trees overhanging from Aylesham Wood Location: Spinney House, Wilcox Close, Aylesham, CT3 3EP	No objections.

KCC/DO/0280/2017	Installatiion of canopy at the front of the new school building	No objections.
------------------	---	----------------

9. Grant Applications:		
Outline	Outline	Action/Resolution
Snowdon Colliery 5 Bird Club	Refurbishment of Timepieces – grant application request for £450	Full amount granted. Proposed by M. Townsend, seconded by T. Johnstone. Motion carried, one objection noted.
Aylesham4Aylesham	Grant Application for £300, in respect of a Christmas tree for the Market Square. It was noted that since the original application the actual cost was now £290. M. Townsend & K. Sutcliffe explained the grant application then stepped out of the room. Neither J. Cartledge, M. Townsend or K. Sutcliffe voted in this decision.	£290 was granted. Proposed by T. Johnstone, seconded by B. Morgan. Motion carried, all in favour.

10. FINANCE & ACCOUNTS (monthly reconciliations and accounts always available to view)	
Action Item	Resolution
a) The outlined expenditure approval	Proposed by B. Morgan, seconded by T. Johnstone. Motion carried all in favour.

Two invoices to DDC had been raised during the month for £10,982.39 in respect of the Dorman Avenue North bollards, and £24,000 towards the Market Square Memorial Project . A laptop purchase is required for the Assistant Clerk after a Risk Assessment was carried out showing that the Ipad previously bought was not suitable.	Proposed by K. Sutcliffe, seconded by L. Prescott. Motion carried all in favour.
---	--

Expenditure			
Cheque No			Nov 17
3217	Green Howards Association Kent Branch	Grant Application	320.00
3218	SLCC Membership Renewal	Annual Subscription	139.00
3219	Aylesham Carnival Association	Grant Application	1,500.00
3220	Aylesham Heritage Centre	Grant Application	244.44
3221	Kent County Council	Bollards Permit Dorman Avenue North	545.00
3222	Kent Office Solutions	Invoices for stationery, new printer and office equipment.	810.92
3223	Cancelled Cheque		N/A
3224	Playdale Playgrounds Ltd	Snowdown Play Park balance	11,070.60
3225	Affinity for Business – Water	February – September 2017 bill	38.55
3226	British Gas – Gas bill	June – September 2017 bill	109.06
3227	Victim Support	Annual donation	100.00
3228	Earth Anchors Ltd	Benches for around the Village	2944.80

3229	M. Brannigan	Salary	1033.83
3230	K. Razzell	Salary	734.28
3231	Cantuaria Stonemasons	War Memorial Deposit	3,450.00
3232	HS Jackson Fencing Ltd	Dorman Avenue Bollards – materials	4,757.51
3233	Christopher Punyer	Dorman Avenue North Bollards – invoice for the work carried out	5,649.88
SO	Cleaner	October Salary	244.48
TOTAL			33,692.35

11. Aylesham Development:	
Outline	Action/Resolution
<p>Allotments – The need for allotments is great within the village, for people to be able to grow their own food, however there is currently no location for these at present. There is a possibility of using Ratling Field, half allotments could also be an option. More meetings are required to discuss this matter further. It was noted that there is money set aside from the Section 106 for this project.</p> <p>There was a discussion to phase in the refurbishment of the shop fronts on the Dorman Avenue South side of the Market Square. Approval for this project is to be sought.</p> <p>There are currently no litter bins on the new development, this is something that has already been requested by J. Cartledge. Possible locations include at the top of Central Boulevard, Sud Street, and by the new park. Collections could be covered by DDC, if not the Management Company of the new builds will be approached.</p> <p>CCTV – A meeting is to be held with DDC regarding the CCTV in Market Square, and a mobile CCTV camera.</p> <p>Littering and fly tipping within the village is being reported, however is still a great concern.</p>	<p>Emily Barnes (DDC) to send list of possible locations.</p> <p>Parish Council to seek permission for this.</p> <p>Clerk to touch base with DDC regarding this.</p>

A possible extension of the Stagecoach buses into the new builds was discussed.	CLlr Keen and Stagecoach to be contacted by the Parish Council.
Motorbike gates for the jittys.	Recreational & Facilities Committee to follow up.
Benches, cycle racks to be placed around the village.	Recreational & Facilities Committee to place locations on a map and send to D. Robinson (DDC).

12. Memorial Update:	
Outline	Action/Resolution
The Memorial garden is almost completed, however the project at one stage was two days behind due to a problem with the sleepers. This is now rectified and works are to be completed in time for a photo shoot that will be held on 10th November at 13.15pm with Nick Evans of DDC, with Persimmon Homes, Barratt Homes and the Parish Council in attendance. Drinks to be held at Roses Tea Rooms & Thrift Shop after using the Chairmans Allowance. Fine View Landscapes have been commended for their hard work on the project. There is due to be more work including bulb and tree planting due imminently, and the whole project is to be completed by Spring 2017.	K. Sutcliffe to inform Roses Tea Rooms & Thrift Shop, that around 10 people wish to attend for drinks.

13. Aylesham House:		
Topic	Outline	Action/Resolution
Spyhole and shutter hinges on the main door and garage door.	A handyman is required to install a spyhole on the main door, and shutter hinges to the main door and garage door.	T. Johnstone to source a company to do these works. Motion carried, all in favour.

14.Committees Update:		
Committee	Outline	Action/Resolution
Recreation & Facilities	<p>A complaint from a resident has been received regarding Snowdown Play Park being overgrown and that moles have returned. The gardener is due to go to the area on 10th November, it was discussed for them to perhaps mow a pathway to the Children's playground and leave the rest of the playing field as a meadow.</p> <p>Another complaint was received about two men being seen with shotguns on the playing field, this is of course Public land where children play. If this is seen again please can members of the Public call 101 to report the matter.</p> <p>Spinney Woods – reports and evidence of large bonfires being made within the woods around the trees and trees being cut and fed into the fires. This is a Police matter, if anyone sees this please call 999. L. Prescott volunteered to check the woods from time to time, it was agreed inspections of Spinney Woods will be made by L. Prescott, B. Morgan and T. King.</p> <p>Benches (around village) the Committee has obtained 3 quotes from Karllee Constuction, Ovenden and RTM. The cheapest was given by Ovenden however it was felt that the installation cost is a lot of money and more quotes would be beneficial.</p>	<p>Discuss this at the next Comittee meeting, if they don't feel it is, report back at the next Parish Council meeting. More quotes to be obtained and then sent to insurance.</p> <p>Clerk to send photos to DDC.</p> <p>T. Johnstone to supply L. Prescott with more companies to obtain more quotes, and seek permission</p>

	<p>It was decided that White Gates cannot be at every entrance to the Village, and will be placed along the Spinney Lane, and Dorman Avenue North entrances, at a cost of around £300 each (excluding fitting). They are to include “Welcome to Aylesham” signs which will be placed on them.</p> <p>Re-surfacing of the car park by the Co-op along Dorman Avenue North has been looked into over the last few months, however with slow progress. One quote from Ovenden has been received to include drainage, a border and tarmac for £28,000. The re-surfacing will benefit everyone in the Village. L. Prescott & the Clerk have approached the Co-op to co-fund this project, however the Parish Council are still awaiting a reply.</p> <p>Damaged bus shelter, Cornwallis Avenue – three quotes have been sent to insurance.</p> <p>T. King informed the Parish Council that there is a new leader of the Pie Factory Linda Rhiannon. Pie Factory is liaising with the Welfare Centre to use the bar area downstairs that includes a pool table area upstairs for the youth to go and hang out. Pie Factory will oversee this on various nights which are to be confirmed.</p> <p>Bechange may sadly cease to exist from January.</p> <p>Emily Barnes (DDC) is looking into the a pilot scheme for the</p>	<p>from KCC to install benches.</p> <p>White Gates Project to be looked into further in the New Year.</p>
--	---	---

	<p>motorbikes at Coombe Valley.</p> <p>New residents into the village are reported as feeling disjointed and not updated about events/news. There has been a suggestion of a Welcome Pack. Persimmon Homes, Barrett Homes, Nick Evans (DDC) and the Parish Council are to sit down and look into this.</p> <p>St Peters Church needs work carried out to their drainage, an idea of freeing up some of their land for a youth club was discussed. More information is needed first, then the Parish Council can discuss this further. Concerns were noted about losing history of the village if the church was to be knowcked down. Discussions to be had about the land at the side of the Church instead.</p> <p>B. Morgan attended Community Project Committee meeting. There has been no date set for their AGM, however she will propose that it is in the evening for more people to be able to attend. Two directors are retiring from the Committee after their AGM.</p>	<p>To be raised and discussed at the next Aylesham Update Meeting.</p>
--	---	--

15. Christmas Festivities	
Outline	Action/Resolution
<p>Aylesham 4 Aylesham first Christmas Event is to be held on 25th November this will be a siting of a Christmas tree with lights, the second event of a Carol Concert with mulled wine and mince pies in the Market Square, to be held on 21st December with Christmas Carols starting at 18:00 with Christmas Carols from 18:30. Refreshments and mince pies will be available also, Cllr Cowan is kindly supplying a marquee for this.</p> <p>An Event Management Plan and Event Licence for this will need to be sought from DDC.</p> <p>Santa will be in attendance with token gifts for children.</p>	<p>Event Management Plan by A4A is being sent to DDC (which all organisations must do).</p>

16. S106 Skatepark Update:	
Outline	Action/Resolution
<p>There have been meetings with different suppliers for the project, it has been decided that the groundworks will be carried out by a third party to save costs. There has been a trip to three Ashford play parks by Kompan by Primary School children to gauge their ideas. Another meeting will be held with Fearless Ramps who will be doing the Skate Ramp, children of all ages, particularly the older teenagers 15, 16 and 17 year olds will be asked to attend to help with the design. Also a multifunctional skate ramp will be looked into (scooters, skaters, bmx bikes).</p> <p>The Parish Council are asking DDC for £140,000 towards the project, with the Parish Council putting in funds in the region of £50,000, and also any external funding that is received will go towards the project. A report to DDC for the funding will be submitted by the Chair, letters of intent to the suppliers within the next few weeks.</p>	<p>T. King to organise children to attend the meeting with Fearless. Clerks to arrange Fearless meeting.</p> <p>J. Cartledge to submit the report to DDC.</p>

17. Fly Tipping:	
Outline	Action/Resolution
There are still ongoing concerns about Flytipping in the village which are currently being looked into.	

18. Next Meeting:	
Outline	Action/Resolution
<p>Agreed to be held on Thursday 14th December 2017.</p> <p>It was noted that neither the Clerk or Assistant Clerk will be in attendance for this due to pre-arranged medical appointments and annual leave.</p>	<p>T. King to do minutes.</p>

19. Items for Next Agenda:	
Outline	Action/Resolution
Remove item 12. Memorial Update – as there will be no further updates now until 2018.	

20. AOB: For Information Only	
Outline	Action/Resolution