

Aylesham Parish Council 2018

Thursday 15th March 2018, at 19:00,
Aylesham House, Dorman Avenue South, Aylesham.

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

4. Minutes of Previous Meeting and Matters Arising:	
Outline	Action/Resolution
Proposed by Cllr Prescott and seconded by Cllr Sutcliffe	All in favour. Minutes to be uploaded to website by Asst. Clerk

5. Public Representation Notified to Clerk in Advance of Meeting:	
Outline	Action/ Resolution
<ul style="list-style-type: none">No requests were made by the Public to speak in advance of the meeting.	

6. DDC, County Cllr, District Cllr Reports:	
Outline	Action/Resolution
Matters arising:- <ul style="list-style-type: none">Conversation re Arriva bus services – better transport service for senior citizens, school transport and was shown examples of how it could work better.Cllr Manion to attend a meeting with Highways regarding pot holes.Discussion took place with Cllr Manion regarding Speed Watch signs for Spinney Lane and the Wingham Road.Cllr Keen has made enquiries about the A2 roundabout.A discussion took place on the Boundary Review, the Cllrs discussed their views and a meeting will be taking place with the Parish Council to discuss this further.	Cllr Manion to keep Clerk informed Clerk to send email as reminder

7. Correspondance:		
From	Outline	Action/Resolution
Cllr Townsend	Area between Burgess Road and Kings Road – fly tipping has not been cleared.	Contact DDC Officer S. Bradley about why this has not been cleared even after Cllrs have raised the matter.
P. Hadland	Setting up a food growing initiative.	To be raised with Aylesham4Aylesham to discuss this further with P. Hadland.
KALC	Initiation to KALC encryption presentation in Lenham on 28 th March 2018	No Councillors available to attend.

8. Planning Applications:		
Ref No	Outline	Action/Resolution
	None received.	

9. Grant Applications:		
Outline	Outline	Action/Resolution
Kent Miners Festival	One day festival.	More detail and costings required.

10. FINANCE & ACCOUNTS (monthly reconciliations and accounts always available to view)	
Action Item	Resolution
a) The outlined expenditure approval	Proposed by L. Prescott Seconded by B. Oliver All in favour.
Kent Office Solutions – 2 x invoices no 7/17921 total sum of £141.11	P. Clerk to arrange payments by cheque

Expenditure			
Cheque No			January/ February 2018
003262	22.01.18	Assistant Clerk Expenses – Microsoft Office 2016	£54.00
003270	22.01.18	Parish Clerk – January Salary	£1,033.83
003271	22.01.18	Assistant Clerk – January Salary	£734.28
003264	23.01.18	British Gas – Gas Bill September – December 2017	£283.22
003266	23.01.18	St Finbarr's Church – Grant Payment for Outdoor Lighting	£750.00
003265	25.01.18	AJL Garden Services August – December 2017	£1,524.40
003268	31.01.18	Kent Office Solutions – Two invoices for office stationary	£37.86
003269	31.01.18	David J. Buckett – Parish Councillor Auditor	£394.80
003273	01.02.18	Austin Taylor Ltd – Parish Council Accountant – Additional accounting work	£228.00
003272	01.02.18	Austin Taylor Ltd – Parish Council Accountant - Cash flow forecast, VAT report, payroll and accountancy system.	£1,950.00
003267	06.02.18	A-Signs & Embroidery Ltd – Footpath closed signs for Market Square Memorial Works	£50.40
003263	07.02.18	One Call Electrical Services – Circuit installation and Electrical Report for Market Square Christmas Tree	£168.00
003279	20.02.18	Action with Communities in Rural Kent – Annual Membership	£50.00
003277	20.02.18	Cleaner Expenses Cleaning equipment for Aylesham House	£58.61

S/O	28.12.17	Cleaner Salary – January	£244.48
DD	01.02.18	B&CE Holdings Ltd – Employee Pension Contributions	£34.15
TOTAL EXPENDITURE			£ 7, 596.03
BANK GIRO CREDIT	26.01.18	Dover District Council – Skate Park Funding Contribution	£85,710.50

11. Renewal of Insurance Policy:

Outline	Action/Resolution
Insurance renewal for the next year.	All approved. Proposed by T. Johnstone Seconded by B. Oliver.

12. Aylesham Development:

Outline	Action/Resolution
Central Boulevard verges have been destroyed by vehicles. New trees have been planted down the road, boxes of soil have been left on the verges from this. It was noted that the shop units apart from one on Market Place have now been let. A discussion took place on a Welcome Pack for new residents.	Meeting to take place with DDC to discuss the matter further.

13. Aylesham House:

Topic	Outline	Action/Resolution
Clerk's Office	Clerks require new filing cabinet.	Proposed by K. Sutcliffe Seconded by T. Johnstone All in favour.

14. Roses Tearooms & Thrift Shop

Topic	Outline	Action/Resolution
Boundary Fence	Matter sent to Solicitor, awaiting response.	Clerk to chase.

15. Skate-park development :		
Topic:	Outline	Action/Resolution
Meeting to be held on Monday 19 th March 2018.	To discuss progress.	Meeting cancelled and to be rearranged.

16. Battle's Over – A Nation's Tribute		
Topic	Outline	Action/Resolution
A Nation's Tribute	To seek local interest to form a working group.	T. Johnstone to feedback with a date.

17. Committees Update	
Outline	Action/Resolution
<p>Recreational and Facilities Committee – Cllr L. Prescott and B. Oliver reported back on the meeting they had had earlier that week.</p> <p>Market Square – trees to be planted on 3rd April, bulbs to be planted at a later date with the local school's involvement.</p> <p>Playground Inspections – Risk assessments and photos to be sought for current play park repairs.</p> <p>Car-park Dorman Avenue North – obtain more quotes.</p> <p>Collapsible Bollard on Dorman Avenue North/Derwent Way junction – to protect the verges further, three quotes have been obtained. Planning permission for this will need to be sought.</p>	<p>Clerk to arrange date for bulbs with schools. M. Townsend to carry out risk assessments.</p> <p>Relevant Cllrs to obtain more quotes.</p> <p>No vote recorded for this, to be discussed again at the next Parish Council meeting.</p>

18. IT Support for Parish Council Office:	
Outline	Action/Resolution
Nothing recorded in minutes. To be discussed at the next Parish Council meeting.	

19. Next Meeting	
Outline	Action/Resolution
Thursday 12 th April 2018 at 19.00 p.m.	Clerk to take forward

20. Items for Next Agenda:	
Outline	Action/Resolution
No new items currently requested for the next agenda.	

22. AOB: For Information Only	
Outline	Action/Resolution