

Aylesford Parish Council

Annual Meeting of the Council

Minutes of the Meeting held at the Aylesford Football Club Pavilion, Aylesford on 12 May 2026

Present: Councillors Mrs Eves (Chair), Mrs Anderson, Balcombe, Mrs Birkbeck, Chapman, Fuller, Mrs Gadd, Netzel, Ms Oyewusi, Sharp, Shelley, Smith, Sullivan and Mrs Waters.

In Attendance: Mrs Randall (Clerk)

Apologies: Councillors Gledhill, Ludlow and Rillie.

Apologies also received from Borough Councillors Cannon, Dalton, Davis, Keers, McDermott and Williams.

1. Election of Chair of the Council

There was one nomination for Chair, Councillor Mrs Lorna Eves who was proposed by Councillor Mrs Gadd. Councillor Ms Oyewusi seconded
A show of hands took place and Councillor Mrs Lorna Eves was unanimously elected.

2. Declaration of Acceptance of Office

Councillor Mrs Lorna Eves made her Declaration of Acceptance of Office before the Clerk.

3. Apologies for absence

Apologies of Absence from Councillors Gledhill, Ludlow and Rillie and Borough Councillors Cannon, Dalton, Davis, Keers, McDermott and Williams were received, and the reasons for absence agreed.

4. Declarations of Interest additional to those contained in the Register of Members' Interests

There were no declarations of interest additional to those contained in the Register of Members Interests.

5. Election of Vice Chair of Council

There was one nomination for Vice Chair, Councillor Mrs Joyce Gadd who was proposed by Councillor Barry Smith. Councillor Ms Anderson seconded.

A show of hands took place and Councillor Mrs Gadd was unanimously elected.

6. To confirm as a correct record the Minutes of the Council Meeting held on 17 March 2026

It was **Resolved** that the Minutes of the meeting held on 17 March 2026 be approved as a correct record and signed.

7. Matters Arising from the previous minutes (including those which required Member's action)

There were no Matters Arising from the previous minutes.

8. Chair's Announcements

The Chair thanked the outgoing Chair for her superb leadership in stepping up last year following a turbulent few months, which helped the Council move forward positively. She also thanked fellow Councillors for the confidence they had shown in electing her as Chair and said she was looking forward to taking on the role.

The Chair acknowledged the wealth of experience around the table and said she would value the guidance and support of fellow Councillors as she settles into her new role.

9. Adjournment of the meeting to allow for public participation (pursuant to Standing Order 3 e & g Members of the public may make representations, answer questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. A member of the public shall not speak for more than the time set in the Standing Orders).

There were no Members of the Public present, apart from County Councillor Kennedy who gave a verbal report.

- Orchard Mills/Ditton Edge are not meeting their planning obligations
- HGVs are still entering and leaving the Panattoni site via Station Road and they shouldn't be. They should be using the other end so going past Tesco on Lunsford Lane. He has started to name and shame them on social media and has a meeting planned with Panattoni and Highways. All the companies on site were aware of the correct entry and exit point that should be used for HGVs before they signed on the dotted line.
- Aylesford High Street and Eccles are still suffering with HGVs, which should not be using the roads due to the 7.5 tonne weight restriction. The Southern Water lorries are still travelling at speed along Bull Lane, funding was secured some years ago for a crossing but the residents nearest to the two proposed

sites didn't want it outside their homes particularly as two parking spaces would be lost.

- TMBC need to house around 200 asylum seekers. There was no public consultation, residents were kept in the dark and are quite rightly so furious. Allocating homes in residential areas is a recipe for disaster for both the asylum seekers and existing residents. There were two proposed houses in the Parish that had been allocated for this purpose, one in Montfort Road and Oaks Dene both in Walderslade. Due to such a high level of public anger the one in Montfort Road is now not going ahead, but the one in Oaks Dene currently is still happening.
- Has had the road markings repainted on the Taddington Interchange.
- Had new 'No Parking' signs installed in Common Road.
- Has not claimed any expenses from KCC for the last 8 years.
- Thanked the Clerk for her dedication to the Council and to the Councillors, feels lucky to have three very well-run Parish Councils in his area.

9.1 Kent Police

PC David Warner gave his apologies due to being unexpectedly called away on police duties.

9.2 To receive the report of the Borough Councillors

See attached report at Appendix A.

10. To review and approve the Standing Orders

It was **Resolved** to approve the Standing Orders

11. To review and approve the Annual Risk Assessment

It was **Resolved** to approve the Annual Risk Assessment

12. To review and approve the Financial Regulations

It was **Resolved** to approve the Financial Regulations.

13. To review and approve the Financial Risk Assessment

It was **Resolved** to approve the Financial Risk Assessment

14. To review and approve the Investment Strategy 2026-27

It was **Resolved** to approve the Investment Strategy.

15. To review and approve the S101 Delegation of Powers

It was **Resolved** to approve the S101 Delegation of Powers. Membership to be agreed at Policy & Resources Committee.

16. To review and approve the Terms of Reference of Committees and Sub Committees

It was **Resolved** to approve the Terms of Reference

17. To review and adopt the Kent Code of Conduct for Members

It was **Resolved** to adopt the Kent Code of Conduct for Members

18. To review and approve the Health and Safety Policy

It was **Resolved** to approve the Health and Safety Policy

19. To review the Asset Register

It was **Resolved** to approve the Asset Register

20. To review the Grant Award Policy

It was **Resolved** to approve the Grant Award Policy including the highlighted amendments as submitted.

21. To review and adopt the Information and Data Protection Policy

It was **Resolved** to adopt the Information and Data Protection Policy

22. To review and adopt the Privacy Notice

It was **Resolved** to adopt the Privacy Notice

23. To review and adopt the Code of Practice for Handling Complaints

It was **Resolved** to adopt the Code of Practice for Handling Complaints

24. To review and adopt the Cyber Security Policy

It was **Resolved** to adopt Cyber Security

25. To appoint representatives to Outside Bodies

All members automatically serve on Policy and Resources, Environmental Services and Finance Advisory Sub Committee.

The Chair and Vice Chair of Policy & Resources will be the Chair and Vice Chair of the Council.

The Chair and Vice Chair of Finance Advisory Sub Committee will be the Vice Chair and Chair of the Council.

Environmental Services and Planning will elect their Chair and Vice Chair at the first meeting after the Annual Meeting.

The appointments to the Outside Bodies were **Agreed** as follows

Aylesford Village Community Centre	Roger Gledhill
Blue Bell Hill Village Hall	Mrs Lorna Eves, Barry Smith
Tunbury Hall	Tom Shelley
KALC	Tom Shelley
TMBC Parish Partnership Panel	Tom Shelley
United Charities of Burham	Smith
Climate Change	Tom Shelley

S101 Delegation of Powers membership to be agreed at Policy & Resources but will include the Chair and Vice Chair of the Council plus three other members

26. Casual Vacancies

There are currently two vacancies for Aylesford South Ward

26.1 To consider co-opting a resident for Aylesford South Ward

The Clerk reported she had received an application from a local resident, Colin Williams expressing an interest to join as a Parish Councillor for Aylesford South. Colin is already a Borough Councillor for Aylesford South and Ditton.

Councillor Mrs Gadd proposed and Councillor Balcombe seconded. There was a show of hands and Colin Williams was co-opted. He will attend the Parish Office to sign his Declaration of Acceptance of Office. **Noted**

27. Decisions taken under S101 Delegated Authority

The Clerk reported that one decision had been taken: to pay for services provided by The Safety Effect. The cost was £2,500.00 and includes four site visits a year to all sites and a review of all paperwork.

28. Committee Reports/Minutes: to consider and adopt; to deal with any matters arising

Policy and Resources – 7 April and 5 May 2026

It was **Resolved** that the Minutes of the Policy & Resources Committee meeting held on 8 April 2026 and 6 May 2026 be approved as a correct record.

Environmental Services – 7 April and 5 May 2026

It was **Resolved** that the Minutes of the Environmental Services Committee meeting held on 8 April 2026 and 6 May 2026 be approved as a correct record.

Planning – 17 March, 7 April and 5 May 2026

It was **Resolved** that the Minutes of the Planning Committee meeting held on 17 March, 7 April and 5 May 2026 be approved as a correct record.

29. Accounts for Payment

The Council considered the Payment Schedule attached to the Agenda and Councillor Balcombe proposed and Councillor Ms Birkbeck seconded and it was **Resolved** that 14 payments totalling £6,231.48 be made.

30. To approve the Annual Return for 2025-26

30.1 Section 1, Annual Governance Statement 2025-26

The Council reviewed the statements within the Annual Governance Statement and **Agreed** the document for submission to the External Auditor Mazars.

30.2 Section 2, Annual Accounting Statement 2025-26

The Council reviewed the Accounting Statement and **Agreed** the document for submission to the External Auditor Mazars.

30.3 To approve the dates for the Exercise of Public Rights of Inspection

The Council considered the dates for the Exercise of Public Rights of Inspection and **Agreed** to approve the dates.

31. To consider the renewal of the Council's Annual Insurance Policy

The Clerk informed the Council that the cost to renew with the same insurer is £4,757.85, £241.43 more than the previous year.

It was **Unanimously Agreed** to proceed.

Closed

32. To consider any other items of correspondence

Councillor Kennedy suggested contacting Communigrow based at the East Malling Research Station as they sometimes have newly qualified grounds persons that might be suitable to apply for the Maintenance Operative position.

33. Duration of Meeting

7:30pm to 8:14pm

REPORT TO AYLESFORD PARISH COUNCIL 12th May 2026

By the Tonbridge and Malling Borough Councillors for

**Aylesford North and North Downs Ward
Councillors Dave Davis, Alex McDermott and Roger Dalton**

**Aylesford South and Ditton Ward
Councillors Rob Cannon, Steve Hammond and Colin Williams**

**Walderslade Ward
Councillor Des Keers**

ALL WARDS ITEMS

GENERAL

1. None of us will be able to come to your meeting on the 12th May as we have the TMBC annual council then.
2. This has been a very quiet month with nothing of great import happening at TMBC.
3. We are waiting for the next stage in the Local Plan, which will be the Regulation 19 Consultation, that will contain the findings of the Regulation 18 Consultation. The Reg 19 consultation will contain the Local Plan, which will be submitted to the Planning Inspectorate for their approval. That submission will also contain any submissions made by residents, developer other consultees and the general public. If that plan is approved, by the Inspectorate, it will become the Local Plan until 2042 or until the unitary authority submits a new plan. TMBC are due to consider their final approval of the Regulation 19 document, after the public consultation, at full council in early September with a submission date to the Inspectorate by 31st December 2026.
4. The other thing we are waiting for, is for the Minister for Housing Communities and Local Government to state, which of the 5 Options, for unitary authorities in Kent they are going to implement. We expect this in early to mid-summer.
5. This future West Kent will be much weaker in negotiations with the rest of Kent in any proposed Mayoralty.

TEMPORARY ACCOMODATION – BBH OLD COACH CAR PARK

6. We entered the construction phase of this project on the 1st May. There will not be a lot to see on site as such because the major works is modular construction but it is proceeding at pace.

PUBLIC SPACE PROTECTION ORDER

7. From 1st April 2026, Tonbridge and Malling Borough Council has expanded its Public Space Protection Order. A number of restrictions are now across the whole of TMBC.

Infringement can lead to on the spot fines by police or TMBC authorised council officers of £100.00. If taken to court, a court can award fines of up to £1000.00

8. Full details can be seen at: <https://www.tmbc.gov.uk/downloads/file/3074/public-spaceprotection-order-2026>.

9. The main changes make it illegal for a person over 16 to:

a. Carry a catapult, slingshot or similar device or to carry stones, ball bearings, pellets or similar items that could be used as missiles.

b. To take part or attend unauthorised cat or motorcycle gatherings which causes or is likely to cause alarm, distress or disruption to the local area. This includes, speeding and racing, performing stunts, excessive horn sounding, playing amplified music, and unnecessary revving. There are further motor vehicle restrictions which can be seen on the website.

c. Permit their dog to deposit faeces without clearing it up and depositing the arisings in a dog faeces bin or general waste bin. There are further dog restrictions which can be seen on the website.

AYLESFORD NORTH & NORTH DOWNS ISSUES

ENFORCEMENT ACTIONS IN PROGRESS

10. **Nursery Rochester Road Aylesford** (25/00039) At present there is nothing concrete to report. We are hoping that the outstanding planning application will be formally determined in the next few weeks and that will lead to further progress.

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1. **Land Rear of Mackenders Lane Eccles Aylesford Kent** There will be another officer visit to this site, in the near future, to review both the state of construction of the barn, the living accommodation and the presence of containers on site.

12. **Land On Former Scout Camp Warren Road.** Enforcement is still waiting for County Court action here. No planning application has been received for the new entrance with the name on the entrance as Highgrove.

13. **Land North of Lower Warren Road and East of Warren Road.** This site was visited by an enforcement officer recently. It was determined that there was no tree felling of protected trees. All the original work that was the subject of enforcement action has been approved at the appeal and is being complied with. However there is a new shed that does not have planning permission and the owner knows of that requirement. Thus the only outstanding enforcement action on this site is the new hut and that is in progress.

AYLESFORD SOUTH AND DITTON

14. **Costco Warehouse.** Councillors Rob Cannon and Steve Hammond attended the Costco Warehouse Public Exhibition at the Capel Morris Centre on Tuesday 28th April. They were informed a total of 369 members of the public and stakeholders attended the event which set out the company's proposals to deliver the first Costco warehouse to serve Kent. if Aylesford Parish Councillors wish to comment on the proposals please do so on the project's website www.costcowholesale-Maidstone.co.uk before the consultation closes on 31 May 2026.

WALDESLADE WARD

15. Home of Multiple Occupancy (HMO)for Immigrants.

a. Central Government are in the process of trying to secure HMO in Walderslade to house immigrants. This is a concern at present that is being explored by our officers and cabinet members at present.

b. An Article 4 order is being pursued by TMBC which will mean that for any further properties obtained by the Government for this cause across Tonbridge and Malling would have to come before a planning committee. This is being done at speed to ensure that residents and local authorities have a voice before such actions by central government are taken.