

Aylesford Parish Council

Policy & Resources Committee

Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on Tuesday 1 July 2025

Present: Councillor Sullivan (Acting Chair) and Councillors, Miss Anderson, Mrs Birkbeck, Chapman, Mrs Eves, Mrs Gadd, Gledhill, Fuller, Ms Oyewusi, Rillie, Sharp, Shelley and Smith.
Melanie Randall (Clerk of the Council)

Following the resignation of the Chair and Vice Chair, an Acting Chair was required for the duration of this meeting. Councillor Sullivan was appointed as Acting Chair for the duration of the meeting.

1. Apologies for Absence

Apologies for Absence from Councillors Balcombe and Hammond were received, and the reasons for absence agreed.

2. Declarations of Interest

There were no declarations of interest additional to those contained in the Register of Members Interests; except Councillor Fuller declared an interest in item 9 as he is Chairman of Aylesford Football Club.

3. Minutes of the last meeting held on 3 June 2025

It was **Agreed** that the Minutes from the meeting held on 3 June 2025 be approved as a correct record and be signed.

4. Any Matters Arising from the last Minutes

There were no matters arising.

5. Accounts for Payment

The Council considered the Payment Schedule attached to the Agenda and Councillor Mrs Gadd proposed and Councillor Mrs Birkbeck seconded and it was **Resolved** that 42 payments totalling £16,851.37 be made.

6. Finance Advisory Sub Committee

It was Agreed to note the minutes of the meeting held on 3 June 2025.

7. KALC and TMBC Parish Partnership Panel Meetings

It was **Agreed** to note the Notes produced by Councillor Shelley from the Extraordinary Meeting held on 19 June 2025 which was also attended by the Clerk.

Noted

8. Council Vacancies

The Council has received the resignations of the Chair (Aylesford South), and Vice Chair (Walderslade)

Noted

There is one vacancy for Eccles Ward and one for Aylesford South.

Noted

The Clerk advised members an application had been received from a gentleman to join the Parish Council. He is a resident of Snodland and members were concerned about appointing someone who resides outside of the Parish. It was Resolved not to proceed with his co-option due to those concerns, given that he resides in Snodland it might be worth exploring whether Snodland Town Council have any vacancies as geographically it could be a better fit for him.

Closed

9. Request from Aylesford Football Club

The Council considered a request from the Football Club to erect a sign at the entrance to the 3G car park. The proposed sign would be no larger than 2180mm x 2440mm, in line with the existing sign at the Rugby Club entrance. It would display the Club's contact details and upcoming fixtures.

Members noted that planning permission may be required and advised that the Football Club should seek guidance from Tonbridge & Malling Borough Council (TMBC).

It was **Resolved** to grant permission for the sign, subject to any planning permission that may be required. The Football Club is to inform the Clerk of the outcome of their consultation with TMBC.

Closed

10. Staffing Committee Minutes

Under the circumstances of the Chair and Vice Chair resigning it was **Resolved** not to agree the minutes from the meeting held on Thursday 12 June 2025 as the Council is seeking professional advice.

Closed

11. To discuss the possibility of having a Policy regarding the use of the Parish Vehicle.

It was **Resolved** to defer this item while advice is sought from the HR Company.

Deferred

12. Any Other Correspondence

There was no Other Correspondence.

13. Duration of Meeting

7:41pm to 8:05pm