

Aylesford Parish Council

Policy & Resources Committee

Minutes of the Meeting held in the Aylesford Football Club Pavilion, Aylesford on Tuesday 2 August 2022

Present: Councillors Sullivan (Chairman), Balcombe, Fuller, Mrs Gadd, Gledhill, Ludlow, Mrs Ogun, Ms Oyewusi, Rillie, Sharp, Shelley, Smith, Walker and Winnett.

In Attendance: Melanie Randall (Clerk)

Apologies: Councillors Ms Dorrington, Mrs Eves and Williams.

1. Apologies for Absence

Apologies of Absence from Councillors Ms Dorrington, Mrs Eves and Williams 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, Councillor Fuller declared an interest in item 14 and took no part in the discussion or decision.

3. Minutes of the last meeting held on 5 July 2022

It was **Agreed** that the Minutes from the meeting held on 5 July 2022 be approved as a correct record and signed.

4. Accounts for Payment

The Council considered the Payment Schedule attached to the Agenda and Councillor Balcombe proposed and Councillor Fuller Seconded and it was **Agreed** that 21 payments totalling £18,291.62 be made.

5. Finance Advisory Sub Committee

It was **Agreed** to note the minutes of the meeting held on 26 July 2022

6. Law and Order

6.1 CCTV in the High Street, Aylesford

The Clerk reported that she is still working on completing a Data Protection Impact Statement to submit to the ICO. She is preparing the draft CCTV Guiding Principles Policy and report back to this committee when complete.

Ongoing

6.2 Police Report

No report had been received since the last meeting of this committee.

Members would like a report from the PCSO, the Clerk will request one ahead of the Policy & Resources Committee meeting.

Noted

7. KALC

It was **Agreed** to note the minutes from the KALC T&M Area Committee meeting, which took place on 21st July 2022 and were attached to the agenda.

Noted

8. TMBC/Parish Partnership Panel Meeting

The next meeting is in September and will be via Microsoft Teams.

Noted

9. Council Vacancies

It was Noted that there are currently no Vacancies.

Noted

10. Public Convenience Review

The Clerk informed the committee that she had received some correspondence via email, which stated that TMBC have submitted the planning application for change of use from public convenience to outdoor classroom. The email that was sent constitutes the necessary notice they have to serve on the Parish Council as landowner which forms part of the planning process.

The Clerk will enquire whether TMBC will be meeting the full cost of the renovations or if the school will have to contribute towards it and will report back.

Ongoing

11. Adoption of Aylesford Station

Councillor Shelley reported that the Kent Community Rail Partnership has been funded for another year and plans for one or two planters is still in progress.

Ongoing

12. Section 106 Development Plan

The Clerk reported that the Parish Infrastructure Statement she prepared for submission was submitted to and accepted by TMBC, this is the document they will refer to when there is a sum of money available/to become available from developers for planning applications. This will be an annual process and TMBC will contact the Parish early next year so the document can be refreshed to ensure it meets the current

needs of the Parish Council. As no amendments can be made to the document until next year it was **Agreed** to remove it from the agenda until there is something to report or make a decision on. **Closed**

13. Aylesford Christmas Market

The Clerk reported that the second meeting had just taken place and the committee members seem to be working through their tasks. They are preparing a constitution, which will be agreed at the next meeting on 18 August 2022 and they have forms to open a bank account. They will then be approaching local businesses for financial support. **Ongoing**

14. Letter of Intent for the construction of the proposed 3G Pitch on Forstal Recreation Ground.

The Chairman sought authorisation from the Council for the Clerk to sign the document. After a short discussion it was proposed by Councillor Balcombe and seconded by Councillor Smith that the Clerk be authorised to sign the Letter of Intent. **Closed**

15. Any Other Correspondence

A Councillor asked if the Clerk could send the information round about the potential change to TMBCs Street Trading Policy that is currently out for consultation. The Clerk will send the link to all members. **Closed**

16. Duration of Meeting

7.35pm to 8.00pm