

# Aylesford Parish Council

## Policy & Resources Committee

### Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on Tuesday 3 January 2023

**Present:** Councillors Balcombe (Chairman), Ms Dorrington, Mrs Eves, Mrs Gadd, Gledhill, Mrs Ogun, Rillie, Sharp, Shelley, Smith and Walker.

**In Attendance:** Melanie Randall (Clerk)

**Apologies:** Councillors Beadle, Fuller, Hammond, Ludlow, Oyewusi, Sullivan and Winnett.

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#### 1. Apologies for Absence

Apologies of Absence from Councillors Beadle, Fuller, Hammond, Ludlow, Oyewusi, Sullivan and Winnett 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.

#### 3. Minutes of the last meeting held on 6 December 2022

It was **Agreed** that the Minutes from the meeting held on 6 December 2022 be approved as a correct record.

#### 4. Accounts for Payment

The Council considered the Payment Schedule attached to the Agenda and Councillor Balcombe proposed and Councillor Ms Dorrington Seconded and it was **Agreed** that 34 payments totalling £17,275.42 be made.

#### 5. Finance Advisory Sub Committee

It was **Agreed** to note the minutes of the meeting held on 13 December 2022.

#### 6. Law and Order

##### 6.1 CCTV in the High Street, Aylesford

There was no further update.

**Ongoing**

## **6.2 Police Report**

A report had been received since the agenda was issued and was tabled.

**Noted**

## **7. KALC**

It was **Agreed** to note the **Notes** from the meeting held on 15<sup>th</sup> December 2022.

**Noted**

## **8. TMBC/Parish Partnership Panel Meeting**

There had been no recent meeting, however there is a Climate Change Forum meeting at the end of this month.

**Noted**

## **9. Council Vacancies**

There is one vacancy in Aylesford South

**Noted**

## **10. Public Convenience Review**

There was no further update

**Ongoing**

## **11. Adoption of Aylesford Station**

Councillor Shelley reported that there has been no additional progress.

**Ongoing**

## **12. Asset Review**

It was **Agreed** to accept the Asset Register

**Closed**

## **13. Fees and Charges 2023/24**

The Committee considered the suggested level of fees and charges as set out by the Clerk and attached to the Agenda

Cemetery 2023/24 – **Agreed**

Tariff of Charges 2023/24 – **Agreed**

Allotments 2024/25 – **Agreed** (note the Council is obliged by Law to give one year's notice of fees to allotment holders)

**Closed**

## **14. 2023/24 Budget - Precept Setting**

The Committee considered the proposed Precept Report in respect of the Precept for the financial year of 2023/24.

The Clerk reported that the Streetlighting energy costs are due to rise from May 2023 by £8k per year, making the annual cost approximately £12k.

The Contracted Grass Cutting represents an 8% increase on last year.

The Council is also raising £20k towards the possible extension of the Cemetery.

Having taken all of these points into consideration there is a requirement to increase the Precept to continue not only be able to fund the increases but also to continue to provide all services at the existing level while making provision for various enhancements, such as the possible Cemetery extension and playground equipment renewals at various sites.

The Precept for 2022/23 was £271,685.18 and for a Band D Property this was £61.75 per household per year. the suggested Precept for 2023/24 is £289,856.45, an annual increase of £18,171.27 or £3.25 for a Band D Property, the cost of which will be £65.00.

It was **Agreed** to recommend to Council that the Precept be set at £289,856.45 and the budgets in the Precept Report be submitted to Committee for approval. **Closed**

### **15. Grass Maintenance**

Members were provided with comparative quotes from two contractors (A and B) for the grass maintenance for 2023/24 at various sites.

After discussion it was **Agreed** to accept the quotes from Contractor B. **Closed**

### **16. Staffing Minutes**

It was **Agreed** to note the Staffing Minutes from the meeting held on 17 November 2022. **Noted**

### **17. Any Other Correspondence**

There was no Other Correspondence.

### **18. Duration of Meeting**

7.36pm to 8.05pm