

# Aylesford Parish Council

## Policy & Resources Committee

### Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on Tuesday 3 June 2025

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

\*\*\*\*\*

#### 1. Apologies for Absence

Apologies for Absence from Councillors Mrs Birkbeck and Ms Oyewusi 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 May 2025

It was **Agreed** that the Minutes from the meeting held on 6 May 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 Craig proposed and Councillor Mrs Gadd seconded and it was **Resolved** that 36 payments totalling £26,948.53 be made.

#### 6. Finance Advisory Sub Committee

It was Agreed to note the minutes of the meeting held on 6 May 2025.

## **7. KALC and TMBC Parish Partnership Panel Meetings**

It was **Agreed** to Note the Minutes from the KALC Meeting held on 10 April 2025.

The Notes from the Parish Partnership Panel Meeting held on 29 May 2025, produced by Councillor Shelley were tabled and noted. **Noted**

## **8. Council Vacancies**

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

## **9. S101 Delegated Authority – Committee Membership**

It was **Resolved** that the Committee Membership will consist of the Chair, Vice Chair, Mrs Gadd, and Councillors Smith and Shelley. **Closed**

## **10. Staffing Committee – Committee Membership**

### **10.1 To discuss and agree the structure of this committee**

The Chair proposed to keep the committee membership the same as 2024/25, except Councillor Shelley will step down and the Vice Chair will take his place. It was **Resolved** to accept the proposal. **Closed**

### **10.2 To agree the committee membership**

It was **Resolved** that the membership will be the Chair and Vice Chair and Councillors Balcombe, Mrs Gadd, Mrs Eves, Mrs Birkbeck, Gledhill, Smith and Sullivan. **Closed**

## **11. Banking Arrangements**

It was **Resolved** that the following banking arrangements are applied to the Councils accounts.

**Metro Bank** – The Clerk, Councillors Ms Dorrington, Sullivan and Shelley to remain with online access. To remove Councillor Gledhill and add Councillor Craig.

**Nationwide** – The Clerk, Councillors Balcombe, Gledhill and Shelley to remain. No removals.

**Cambridge & Counties** – The Clerk and Councillor Sullivan to remain. To remove Councillor Balcombe and add Councillor Craig. **Closed**

## **12. Any Other Correspondence**

There was no Other Correspondence.

## **13. Duration of Meeting**

7:41pm to 7:58pm