

Aylesford Parish Council

Policy & Resources Committee

Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on Tuesday 3 December 2024

Present: Councillor Sullivan (Chairman) and Councillors, Balcombe, Mrs Birkbeck, Craig, Ms Dorrington, Mrs Eves, Fuller, Mrs Gadd, Gledhill, Hammond, Rillie, Sharp, Shelley, Smith and Walker.
Melanie Randall (Clerk of the Council)

1. Apologies for Absence

Apologies for Absence from Councillors Chapman, Ludlow, Mrs Ogun 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.

3. Minutes of the last meeting held on 5 November 2024

It was **Agreed** that the Minutes from the meeting held on 5 November 2024 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 Balcombe proposed and Councillor Craig Seconded and it was **Resolved** that 17 payments totalling £13,544.16 be made.

6. Finance Advisory Sub Committee

It was Agreed to note the minutes of the meeting held on 5 November 2024.

7. KALC

There was no update

Noted

8. TMBC/Parish Partnership Panel Meeting

Councillor Shelley was unable to attend the meeting 21 November 2024, therefore there was no update. **Noted**

9. Council Vacancies

There is one vacancy for Eccles Ward. **Noted**

10. Kent Community Warden Service

The Clerk made some enquiries with regards to the options available to the Parish Council to retain a Community Warden. She had previously circulated the Q&A sheet from KCC for members to read ahead of the meeting.

There are two options

1. Parish Council pays KCC to provide the warden service
2. Parish Council directly employ their own warden

Option 1 would cost the Parish Council £45k for a full-time warden, they would have access to all the information held by KCC. The funds would cover salary, pension costs, national insurance, travel, uniform, training, phone, IT and a contribution to line management supervision. KCC would task the warden with their work, not the Parish Council.

Option 2, cost not known as it would be down to the Council to pay what they see as a suitable amount, but would need to include the above as a minimum. The PC would task the warden, but they would not have access to any training or information held by KCC.

After discussion it was **Resolved** not to proceed with either option. **Closed**

11. Fees and Charges 2025/26

The following fees and charges were reviewed and agreed

11.1 Cemetery Fees 2025/26 – It was **Resolved** to increase the fees by 15%, Appendix A

11.2 Tariff of Charges 2025/26 – It was **Resolved** to increase the fees as per Appendix B

11.3 Allotment Fees 2026/27 – It was **Resolved** to increase the fees by 10%, Appendix C

12. SLCC Membership Renewal

It was Resolved to renew the annual membership for 2025 for the Clerk at £360.00. **Closed**

13. KCC to upgrade the footpath along the A229 slip road

Councillor Kennedy has secured the upgrade of the footpath however there is a shortfall of about £1,000 between what available funds KCC have and the amount it will cost. So, Councillor Kennedy set up a Crowdfunding page and residents donated quickly reaching the target. KCC have said they cannot take payment from Councillor Kennedy or from a resident, but it can invoice the Parish Council. The Clerk has checked with the Councils auditor who advised there is no issue with this as long as it is agreed by Council.

After discussion it was **Unanimously Agreed** that the Parish Council will help with this situation and the Clerk will ensure the funds are transferred before the invoice is paid.

14. Any Other Correspondence

There was no other correspondence.

15. Duration of Meeting

7:26pm to 7:58pm

AYLESFORD PARISH COUNCIL

Tel: 01622 717084 - email: admin@aylesfordparishcouncil.org.uk

CEMETERY FEES 2025/26**Effective from 1 April 2025**

**ALL FEES ARE TRIPLED FOR NEW
NON-PARISHIONER BURIALS. FOR SUBSEQUENT NON-PARISHONER
BURIALS OR MEMORIALS FEES ARE TRIPLED or DOUBLED
DEPENDING ON ORIGINAL PURCHASE DATE ***
(Please check with us if you are unsure if they are in or out of Parish)**

Grant of Rights – Adult plot 12 years and over - £442.75 **£509.16**
 Grant of Rights – Child plot 11 years and under - £265.65 **£305.50**
 Grant of Rights Transfer of Name - £50 (set fee regardless of whether in or out of Parish)

	A Plot	B Plot
No new A Plots currently available		
Adult plots (person 12 years and over)		
7ft depth (double grave)		£379.50 £417.45
Re-opening a grave (second coffin burial)	£335.22 £385.50	£335.22 £385.50
Child plots (person 11 years and under) - 5ft depth (single) grave - £164.45 £189.12 or ashes interment		
Stillborn or less than one month - Burial or ashes interment - No charge		
Adult ashes interment in a new purchased grave	£379.50 £436.43	
Adult ashes interment where grave already used for burial or ashes	£189.75 £218.21	
Headstones/Monuments/Books - Adult plot	£177.10 £203.66	
with first inscription - Child plot	No charge	
Full Surrounds and/or Kerbing - Adult plot	£164.45 £189.12 - Maximum	
size 7ftx3ft - Child plot	No charge	
Further inscription - £164.45 £189.12 (set fee regardless of whether in or out of Parish)		

**FUNERAL DIRECTORS ARE RESPONSIBLE FOR ARRANGING GRAVE
DIGGING INCLUDING ASHES. Headstones and memorials cannot be moved
by Parish Council personnel. Funeral Directors should ensure they are moved
only by fully insured personnel.**

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TARIFF OF CHARGES 2025/26 – Effective 1 April 2025

FOOTBALL – (Junior pitches – less than 11 a-side)

All sites – Pitch per season

11 A- side – 1 day's use per weekend - £317.63 **£341.45**2 day's use per weekend - £629.48 **£676.69**Single booking - £98.18 **£105.54**

Junior – ½ day's use per weekend – No Charge

Training Area1 evening per week, per season £219.45 **£241.40**Additional evenings £219.45 **£241.40**Per single booking (max 2 hours) £92.40 **£101.64****RUGBY**

Ferryfield - Pitch per season

Junior, ½ a day's use per weekend – No Charge

**** Season – 1st September to 15th May (inclusive)****Tunbury Changing Rooms **£300 £330.00****TOURNAMENTS** - Any Sport requiring use of pitch/pitches all day - Per Day£184.80 **£203.28****CIRCUS** – Per Night £158.24 **£250 FUNFAIR** – Per Night £158.24 **£250****CHARITABLE NON SPORTING FIELD EVENTS** (including Boot Fairs)Organisations outside the Parish – £98.17 **£150** per event (for a few hours)Organisations within the Parish – £75.07 **£85** per event (for a few hours)One full day's hire - £275 **£300 in Parish and £350 out**

DEPOSITS – Required for all events (except season bookings) - £300. The Council reserve the right to make a higher deposit charge for commercial events if deemed appropriate at the time of booking. Deposits or part deposits returnable according to the ground being left in a clean and satisfactory condition.

PARKING (Adjacent Forstal entrance – private residents) - £169.78 **£186.76** pa**BANNERS** (Forsal Road fence) - N/A, no longer permitted.**PADDOCK WATER** (from Aylesford allotments) - £150.15 **£165.17** pa

AYLESFORD PARISH COUNCIL**ALLOTMENTS**

Allocated Size	2024/25	2025/26	2026/27
Small	£19.80	£35.64	£39.20
Medium	£31.90	£57.42	£63.16
Large	£44.00	£79.20	£87.12
Extra Large	£51.70	£93.06	£102.37

There are also three larger plots than the above, as follows

Two very large plots	£63.80	£114.84	£126.32
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These three plots will be divided into small units as and when current holders give up.

Plot holders are given one year's notice of allotment charges.

November 2024