

Aylesford Parish Council

Policy & Resources Committee

Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on Tuesday 4 July 2023

Present: Councillors Sullivan (Chairman), Balcombe, Beadle, Mrs Birkbeck, Chapman, Craig, Ms Dorrington, Mrs Eves, Mrs Gadd, Gledhill, Mrs Ogun, Rillie, Sharp, Shelley, Smith.

In Attendance: Melanie Randall (Clerk)

Apologies: Councillors Fuller and Rowe.

1. Apologies for Absence

Apologies of Absence from Councillors Fuller and Rowe 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 June 2023

It was **Agreed** that the Minutes from the meeting held on 6 June 2023 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 Mrs Gadd Seconded and it was **Resolved** that 26 payments totalling £22,523.51 be made.

5. Finance Advisory Sub Committee

It was **Agreed** to note the minutes of the meeting held on 20 June 2023. **Noted**

6. Law and Order

6.1 Police Report

The Clerk confirmed she has sent the meeting dates to Terry Newman of Kent Police, so they know in advance when Full Council meet. It was **Agreed** to remove Police Report from the agenda as the Council no longer receives a report. Further discussion took place around this item, and it was also agreed to remove Law and Order from this committee's agenda as any information can be given under Any Other Correspondence. Law and Order will be moved to Full Council and as requested by the Police will be as close to the top of the agenda as possible.

Closed

7. KALC

Councillor Shelley reported there is a meeting of the Tonbridge and Malling KALC next week.

Noted

8. TMBC/Parish Partnership Panel Meeting

Councillor Shelley informed members that he is no longer the Deputy Chair of the Parish Partnership Panel, but he will continue to submit questions in advance for inclusion on the agenda. Councillor Shelley will continue to report back.

Noted

9. Council Vacancies

There are no vacancies.

10. Public Convenience Review

The Chairman reported that he and the Clerk had recently met with Stuart Edwards from TMBC and Jim Holditch the School Headmaster. The TMBC Architect is drawing up some new plans to ensure they meet with building regulations. It is hoped those plans will be done by the end of this week and will be shared with the Parish Council and School. It is anticipated the work will be carried out during the school summer holidays. The Chairman and Clerk will continue to push for this project to be completed.

Ongoing

11. Adoption of Aylesford Station

Councillor Shelley reported that he is still hoping for storyboards to be provided, despite the Kent Community Rail Partnership having to cut funding.

Ongoing

12. Purchase of new computers for Parish Office

The Clerk informed the committee there are three computers in the Parish Office and two needed replacing. The Clerk informed the committee that there is currently £2,000 in the Ear marked Reserves for Computer renewal. It was **Unanimously Resolved** to purchase the new computers as specified by the Clerk and for the Councils I.T company to install them. **Closed**

13. Urgent Item – Teenage Shelter, Eccles

The Clerk reported that there are still dog waste bags being emptied on the table in the teenage shelter at Eccles. The committee said not only is it disgusting but it is a health hazard for staff to have to clear up and it is something they shouldn't have to do. After discussion it was **Unanimously Resolved** that the teenage shelter will be removed at the earliest opportunity. The clerk will arrange for the removal of the teenage shelter at the earliest opportunity. **Closed**

14. Any Other Correspondence

Defibrillator Batteries

A councillor asked why a request for funding for the replacement of one or two defibrillator batteries in Eccles had not been put on the Finance Advisory Sub Committee agenda yet. The Clerk explained she has asked the resident for the bank details of the account that funds the defibrillators, as well as proof of what the group does to raise money themselves over time in anticipation of having to replace the batteries at some point. She has not received any further communication. Once the information is received and provided the Clerk is satisfied the criteria is met the request will be placed on the appropriate agenda for members discussion and decision. **Closed**

15. Duration of Meeting

7.43pm to 8.11pm