

Aylesford Parish Council

Policy & Resources Committee

Minutes of the Meeting held in the Aylesford Parish Council Office, Aylesford on Tuesday 5 November 2024

Present: Councillor Sullivan (Chairman) and Councillors, Balcombe, Mrs Birkbeck, Craig, Ms Dorrington, Mrs Eves, Fuller, Mrs Gadd, Gledhill, Ms Oyewusi, 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. Councillor Hammond has been unable to attend a meeting for six months due to his duties as Mayor, therefore it was Agreed to extend the apologies from Councillor Hammond to the next meeting of this committee.

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 8 October 2024

It was **Agreed** that the Minutes from the meeting held on 8 October 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 Mrs Gadd proposed and Councillor Craig Seconded and it was **Resolved** that 28 payments totalling £19,972.52 be made.

6. Finance Advisory Sub Committee

It was Agreed to note the minutes of the meeting held on 8 October 2024.

7. KALC

The minutes from the meeting held on Thursday 26 September 2024 were noted.

Noted

8. TMBC/Parish Partnership Panel Meeting

The next meeting is scheduled for 21 November 2024.

Noted

9. Council Vacancies

There is one vacancy for Eccles Ward.

Noted

10. Kent Community Warden Service

The Clerk reported that the Parish Council had received a letter from Kent County Council (KCC) regarding the future of its Community Wardens. The letter stated that there would be a reduced service due to financial cutbacks whereby the Community Warden service was asked to reduce its annual budget by £1 million by 2024-25 due to the challenging financial circumstances the County Council is facing.

KCC have worked through the data to identify the areas that need the service and Aylesford was not identified. A presence will be maintained in each District and where capacity and time allows the Wardens may undertake referrals outside of the allocated areas. The Clerk explained there are options should the Parish Council wish to continue to have a Community Warden and they are direct employment using its own funding or a sponsorship type model.

After discussion it was **Resolved** the Clerk will make some enquiries with regards to the sponsorship option and report back.

Ongoing

11. To Discuss having a .gov.uk Email Domain and Website

The Clerk reported that the External Auditor has recommended that the Parish Council has an official .gov.uk domain for its email addresses and website. This is for compliance and GDPR. All Parish Councillors will be required to have a .gov.uk email address and no longer use their personal email addresses. This should be in place by the 31st March 2025.

It was **Resolved** to proceed, and the Clerk is authorised to start the process and take any necessary actions to implement the recommendation by the deadline.

Closed

12. Any Other Correspondence

Councillor Rillie asked why there were no Poppies in Rochester Road, the Chairman advised the Parish Council is not involved in this and asked the Clerk to enquire with the Borough Councillor who usually puts them up.

13. Duration of Meeting

7:29pm to 7:57pm