



AYLESHAM PARISH COUNCIL

Aylesham House, Dorman Avenue South, Aylesham CT3 3AD

Date of Issue: 1st August 2023

Dear Councillor

Notice is hereby given that a meeting of the Parish Council will be held at Aylesham House on **TUESDAY 8th August 2023 at 7.00pm** when the business shown on the agenda below will be transacted.

Kate Robinson

Parish Clerk & Responsible Finance Officer to Aylesham Parish Council

1. Those Present
2. Apologies for Absence
3. Declarations of Cllr Interests and any changes to the Register of Interest
4. Election of Chair for the remainder of the Council year 2023-2024
5. Minutes of previous meeting – July 2023
6. Matters Arising (from the previous minutes not covered elsewhere on the agenda)

Meeting is suspended for up to 15 minutes to allow discussion with members of the electorate of the Parish of Aylesham present at the meeting.

7. Public Representation (Notified to Clerk in advance of the meeting, agenda items only)
8. External Reports
 - 8.1 County Councillor Report
 - 8.2 District Councillor Reports
 - 8.3 Dover District Council Community Development Officer
 - 8.4 Dover District Council Project Officer
 - 8.5 Kent Police

Parish Council Meeting Resumes

9. Parish Clerk Report (page 3)
10. Section 101 Delegated Authority (items to note, page 3)
11. Finance, Audit & Personnel Committee
 - 11.1 August 2023 payments (page 4)
 - 11.2 Quarter 1 April – June 2023 Accounts
 - 11.3 Annual Bechange Funding for Drop-In Sessions
 - 11.4 Staff Matters - **Confidential to be held under the Public Bodies (admission to meetings) Act 1960**

12. Recreational & Facilities Committee

12.1 No July Committee meeting held due to not being quorate, next meeting date 15th August 2023

12.2 Market Square – rats nests reported around monuments.

Actioned: Parish Clerk has sought a quote for a pest control company to investigate this

13. Planning, Environment & Transport Committee

13.1 July Committee meeting not held, due to not being quorate; the next Committee meeting is 22nd August 2023

13.2 Special Motion received from three Councillors to discuss withdrawing the objection made in May 2023 to Dover District Council regarding Town & Country Planning Act 1990 – Section 257 Proposed Diversion of part of Public Footpath EE288/EE461 at Aylesham ref:0130 (postcode: CT3 3HH)

13.3 Dover District Council Town & Country Planning Act 1990 – Section 257: Proposed Diversion of part of Public Footpath EE291 and EE291A at Aylesham (postcode: CT3 3AX) 2nd Pre-Order Consultation

13.4 Dover District Council Planning Application: Reference 23/00900

Proposal: Formation of a new vehicular access and erection of fence

Location: 2 Aylesham Road, Snowdown CT15 4JN

14. Aylesham House

14.1 Pre-Application advice meeting with Dover District Council Building Control and Manse Designs Ltd

15. Aylesham Development

15.1 Aylesham Development Update Meeting with Dover District Council, Persimmon Homes, District Cllrs and BDW Homes held on 25th July 2023

15.2 New or existing development issues

15.3 Market Square Lighting Project

16. Highways Improvement Plan

17. Spinney Wood

17.1 Crashed vehicle

17.2 Updates from White Cliffs Countryside Partnership

18. Aylesham Parish Council Four Year Objectives

19. Centenary Committee Working Group

20. Next Meeting Date: Tuesday 12th September 2023

Councillors to note that August Agenda items requests to are to be emailed to the Parish Clerk no later than 10 working days prior to any meeting; together with a report for consideration.

Local electors and the press are entitled to listen to Parish Council Meetings but not to take part. An opportunity to speak on an Agenda item will be given at the beginning of Council business. Please let the Acting Assistant Clerk know in advance if you wish to speak on 07830 353872.

Agenda Item 9: Parish Clerk Report

9.1 Email received from resident who congratulated the Council for the Market Square and how great it looks; they gave thanks to all involved and said it is the best it has ever looked.

9.2 Email received from resident regarding motorbikes speeding recklessly and doing wheelies. They feel it is only a matter of time before someone is seriously injured or even worse. They know Kent Police are stretched but has requested Aylesham Parish Council to exert a little pressure so that residents can have peace.

9.2 As landowner Council has been served a Town & Country Planning (Development Management Procedure) (England) Order 2015 Notice under article 13 of application for Planning Permission from Roses Tea Room & Thrift Shop CIC. The planning application is to install a bow window to the front of the thrift shop building, replacing the existing window.

9.3 Parking complaint from Aylesham Baptist Church to Aylesham Parish Council and Dover District Council regarding the new parking restrictions on Dorman Avenue South.

9.4 Email and poster received from Kent County Council promoting their 'Free All Day Travel' for older and disabled bus pass holders from 1st – 31st August 2023 before 09.30am-11.30pm each day.

Agenda Item 10: Section 101 Delegated Authority

10.1 Snowdown Play Park – Play equipment jet washing.

Outline: Play equipment at Snowdown Play Park is heavily soiled with bird droppings. Quotation sought from Envisage Groundcare Ltd for £325 plus VAT to jet wash all the play equipment.

Councillor responses: 6 Councillors supported to approve including the Chair and Vice Chair; 3 Councillors did not respond.

Outcome: Quotation from Envisage Groundcare Ltd approved.

Agenda Item 11.1: August 2023 Payments

Payee	Expenditure	Invoice No.	Net	VAT	Total
Staff Expenses – Parish Clerk	August Expenses – HP Instant ink	August 2023	£13.74	£2.75	£16.49
Staff Expenses – Caretaker	Park Inspections Mileage July (4 weeks) 4.3 miles per week at 0.45p per mile	N/A	£7.74	N/A	£7.74
Envisage Groundcare Ltd	July 2023 Invoice	1409	£978	£195.60	£1,173.60
PSR Lighting and Signs Ltd	Materials Only for floodlights and lanterns Market Square Lighting Project	INV-9002	£7,413.57	£1,482.71	£8,896.28
Safeplay Playground Services Ltd	Annual Playground Inspections Recreational Committee	24317	£320.00	£64.00	£384.00
Approved expenditure that has been paid since the last Full Council Meeting (July 2023) as per Financial Regulations					
20 th Deal (Aylesham) Cornwallis Scout Group	Approved Grant	N/A	£1,000	N/A	£1,000
Hampshire Flag Company Ltd	Union Flag Recreational Committee	REF22153/1	£127.84	£25.57	£153.41
Christopher Cooney	Window Cleaning	185	£35.00	N/A	£35.00
Kent Association of Local Councils	Dynamic Councillor Course – Two Candidates January 2023	5551492929	100	£20.00	£120.00