



AYLESHAM PARISH COUNCIL
Minutes of the Meeting of the Parish Council

Minutes of AYLESHAM PARISH COUNCIL extraordinary meeting held on Monday 11th February 2021 at 19.00pm via Zoom.

SUBJECT TO CONFIRMATION AT THE NEXT MEETING

1. Those present

M.Townsend (Chair); L. Prescott, B. Oliver, J. Pout; K. Sutcliffe, I. Thomas, V. Thomas, S. MacCallum, S. Bott, K. Razzell (Parish Clerk), N. Purcell (Acting Assistant Clerk).
DDC Cllr C. Woodgate; DDC Cllr L. Keen; 5 members of the public present.

2. Apologies

KCC Cllr S. Manion

3. Declaration of interest

V.Thomas: Aylesham Hub Ltd

B. Oliver: Aylesham Hub Ltd

S. Bott: Aylesham & District Community Workshop Trust

K. Sutcliffe: Aylesham 4 Aylesham

S. MacCallum: Aylesham 4 Aylesham

4. Minutes of previous meeting

January 2021

Resolved: I. Thomas proposed that point 10.2 be amended to state "*Cllr Thomas identified that there are too many people voting to conform with the Terms of Reference.*" V.Thomas Seconded

Outcome: 4 in favour, 2 against, 3 abstain- motion carried

Resolved: I. Thomas proposed that point 13.3 be amended to state Aylesham Hub, not the Workshop Trust. S. Bott seconded.

Outcome: All in favour, motion carried.

Resolved: I. Thomas proposed that under point 18 regarding policies more detail be added be added to state: "*Discussion was had over the pay parity for Adoption/Maternity leave policies, and regarding the industrial injuries aspect of Sick Pay.*" V.Thomas seconded.

Outcome: 4 in favour, 1 against, 4 abstain- Motion carried.

Resolved: I. Thomas proposed that there was an Omission to 3 points of order and that they be noted in the amendments. V. Thomas seconded.

Outcome: 3 in favour, 1 against, 5 abstain- motion carried.

Resolved: I. Thomas proposed that the minutes be moved to include the above amendments. L. Prescott seconded.

Outcome: 6 in favour, 3 abstain- motion carried

5. Matters Arising

Letter was sent to the White Cliffs Community Railway Partnership but Aylesham Parish Council are not to elect representatives just yet until more information received.

6. Public Representation

None

7. County and District Councillor reports:

7.1 L. Keen has identified the absence of information for people who don't use the internet regarding DDC's new Draft Local Plan. There is a poster being created providing information on what to do if household do not have the access to the internet. There are ongoing issues with the flats for Ratling Road with pollution in the soil. Vaccination letters are going out and the numbers of those being vaccinated is increasing.

7.2 C. Woodgate updated that one of the main areas of focus are the leisure centre, and the local plan. If anyone has any concerns to contact C. Woodgate and this can be relayed to the planning committee at DDC.

8. Virtual Meeting Policy

This policy draft was sent to Cllrs in advance of the meeting. I. Thomas mentioned that under the point regarding having correct display names on screen, Cllrs may therefore need name cards for when we hold in person meetings again. This can be discussed when back at Aylesham House.

Resolved: B. Oliver propose the policy is accepted and adopted. S. Bott seconded.

Outcome: 5 in favour. 3 abstain motion carried.

9. Correspondence

9.1 Email received from Aylesham Hub Ltd stating they accept the invitation to join the working group regarding DDC Local Plan. Aylesham Hub Ltd further ask to initiate a neighbourhood plan.

I. Thomas, V. Thomas and B. Oliver were placed in the waiting room.

J. Pout identified that this was discussed at the working group meeting for DDC's Draft Local Plan. J. Pout stated there is real merit to adopt a neighbourhood plan and to push for views of local people ready for what we can begin to put in place for the neighbourhood plan.

Resolved: J.Pout we put neighbourhood plan discussions to the planning committee to discuss over the coming months. S.Bott seconded.

Outcome: 5 in favour, 1 abstain

I.Thomas V.Thomas and B.Oliver returned from waiting room.

Upon returning to the meeting I. Thomas stated that he did not want it minuted under Declaration of Interest at the beginning of the meeting about Aylesham Hub Ltd. The Clerk replied that I. Thomas's email stated he resigned from Aylesham Hub Ltd as Parish Representative not as a Director. I Thomas said that was all the Clerk needed to know, his Directorship is personal to him but makes no declaration of being involved with Aylesham Hub Ltd. Chair called a point of order that evidence had come to light that he is a Director. I. Thomas claimed the Clerk was wrong. Chair informed I. Thomas that this was his point of view, the Clerk checks legally. Clerk read advice received from KALC and the Auditor that a Councillor cannot wear two hats, and cannot take part in any discussion where a resolution is needed. I Thomas said that Jon F can contest his involvement. Clerk said that he could not speak. I Thomas said he was not asking him to speak, he just wanted to make sure that Jon knows what has gone on here. Chair said to I. Thomas his points have been made, we need to move on. I. Thomas asked the point of order is fully minuted with the reasons behind it.

9.2 Email received from KKC regarding an application to make land at Snowdown a village green. More information will be sent to Aylesham Parish Council in February regarding this.

10. Grant Applications

None

11. Finance Committee and Payments Approval

11.1 Resolved: S.Bott proposed agree the payments. B. Oliver second.

Outcome: All in favour, motion carried.

Cheque Number	Payee	Expenditure	Invoice Number	Net	VAT	Total
3767 3768 3769	Staff	January Salaries	N/A	£880.50	N/A	£880.50
3770	Clerk Expenses	January Zoom, Stamps	N/A	£24.59	N/A	£24.59
3771	David Buckett	2019/2020 Internal Audit	1226	£619.20	N/A	£619.20
3772	SLCC (Society of Local Council Clerks)	Annual Membership	MEM23412 8	£178	N/A	£178

11.2 Select committee members and chair for the finance committee.

Nomination: S.Bott

Outcome: 5 in favour, 3 abstain. Pass

Nomination: L. Prescott

Outcome: 3 in favour, 4 against ,1 abstain. Nomination not carried forward

Nomination: K. Sutcliffe

Outcome: 5 in favour, 3 abstain. Pass

Nomination: B. Oliver

Outcome: 5 in favour, 3 abstain. Pass

Nomination: V. Thomas

Outcome: 3 in favour, 4 against, 1 abstain. Nomination not carried forward.

Nomination: S. MacCallum

Outcome: 4 in favour, 1 against, 3 abstain. Pass

Nomination: M.Townsend

Outcome: 5 in favour, 3 abstain Pass

Nomination for Chair of the Finance Committee: S. Bott.

Outcome: 6 in favour, 1 against, 2 abstain. Pass.

Final Committee members: S.Bott (Chair), K.Sutcliffe, B. Oliver, S. MacCallum, M.Townsend

12. Planning Committee

12.1 Terms of Reference have been approved and circulated.

12.2 Nominations for Planning committee members: J. Pout, B.Oliver, L.Prescott, K.Sutcliffe, M.Townsend

Resolved: Jamie propose accept the 5 nominations. B. Oliver seconded.

Outcome: 6 in favour 2 abstain, motion Carried.

Nominations for Chair of the planning committee: J.Pout. B.Oliver seconded.

Outcome: 5 in favour, 3 abstain- motion carried.

Final Committee members: J.Pout (Chair) B.Oliver, L.Prescott, K.Sutcliffe, M.Townsend

Next meeting to be held via Zoom on 18th February 7pm

12.3 Local Plan updates:

A Poster has been created identifying a 10 point plan with the agreed response from Aylesham Parish Council. It is important that the community see this message. 4 graphics/ poster example has been circulated to full council for discussion.

S. Bott noted that it may be more effective to have the wording as “what do you want your village to become?” and “go to website” rather than “access the website.” With regard to images, S. MacCallum loves the pit wheel in market square as this is the centre of Aylesham.

Example prices:

PVC Banners: 2.5x1m each banner =£35.36 each

PVC Banner: 1.5mx 1m = £26.18

Correx board: A0= £50.48 for 5 boards.

Correx board: A1 £33.93 for 5 boards

Flyers/leaflets: 3,000 leaflets with local company dor2dor £177.53 plus leaflet distribution on top. £240 plus vat

Roller banners: 2x8m = £30.92

Resolve: S. MacCallum proposed the Parish Council set a budget £1,400 for the local plan advertising. S. Bott seconded.

Outcome: All in favour, motion carried

B.Oliver proposed the wording on the poster state “what will Aylesham become?” and go with option 2, Sue: go to instead of access and heading what will Aylesham become, and the picture of the pit wheel? Aylesham/Snowdown

Resolve: S. MacCallum propose that J.Pout has poetic reign to design poster, taking into consideration the discussions has regarding wording and images. B.Oliver seconded

Outcome: All in favour, motion carried.

Resolved: B.Oliver propose J.Pout to continue to make graphics for campaign. K.Sutcliffe seconded.

Outcome: All in favour, motion carried.

13. Recreation and Facilities Committee

13.1 Resolved: J.Pout proposed to accept Terms of Reference with the amendments agreed that the chair is voted at the parish meeting and to remove spinney woods from rec committee and pass over to full council. B. Oliver seconded.

Outcome: 6 in favour 3 against. Motion carried.

13.2 Committee Members Nomination: B. Oliver, M.Townsend, K. Sutcliffe S. MacCallum, J. Pout

Outcome: J.Pout proposed to accept the nominations. B.Oliver seconded. 6 in favour 3 abstain- motion carried

13.3 Nomination for Chair of the committee: K.Sutcliffe, S.MacCallum seconded
Outcome: 5 in favour, 2 against, 1 abstain motion carried:

13.4 Spinney Woods:

White Cliffs Countryside Partnership have started work on what we have proposed, as soon as any further information received a meeting will be arranged.

14. Working and Community Group Updates

14.1 Last meeting was on 27th January 2021. J.Pout discussed the feedback from Feasibility Report. All parties were concerned with some of the recommendations, and how realistic they are. Need to discuss with DDC as there are suggestions are not feasible.

Issue over ASSWS was raised at the meeting but assurances given they are looking at options. ASSWS are just looking into a reform. This was the reason ASSWS did not agree the new Terms of Reference. 2/3 groups have now agreed TOR.

14.2 Parish Representative roles. M.Townsend, I. Thomas have stepped down from their roles as parish representatives.

A discussion was had over whether Aylesham parish council should have parish representatives on community groups. Parish Clerk read the legal advice which stated:

“A Parish Representative is to attend these Organisations Meetings as invited and to sit-in and listen and perhaps comment on what the Council could “help with” BUT always pointing out “any decision” would be down to the Council as a whole NOT taken as gospel in terms of help/support in whatever form this may take. I would not expect the “Rep” to become involved with the “running of the Organisation” in any capacity other than perhaps for example to help out with the staging of an event.

Where Cllrs have been pressured into OR willingly joined the Organisation in some form of capacity (director/treasurer etc), in my view they could be deemed to be “NO LONGER” a proper “independent representative” of that Organisation. If my view is correct then these Cllrs should inform the Council immediately of their new role and the Council then consider whether they want to still have a “rep”, it may be a case of no spare capacity of the remaining Cllrs to take on such a role. So the “rep” invitation will naturally end.

The Cllrs new role should be added to their Register of Interests and act accordingly within the Council Meetings by declaring that interest and exclude themselves from that part of the Council Meeting etc etc. These Cllrs cannot expect to wear “two hats” and be allowed to take a full part in any discussion that the Council may have concerning some aspect of that Organisation that requires some form of “decision by the Council” particularly any financial arrangements between the two!”

Resolved: J.Pout proposed that Aylesham Parish Council no longer have parish representatives. L. Prescott seconded.

Outcome: 7 in favour. 1 against. 1 abstain. Motion carried

15. Aylesham Development

15.1 Parish Clerk updated that the next meeting is to be held on Weds 10th March 2021 10-11.30am. An updated agenda and issues log will be issued shortly.

15.2 There have been more Aqualiser shower issues. J.Pout has requested it to go on agenda on next update meeting. Barratt Homes suggest unless they receive complaints from residents nothing can be done. Therefore we should be encouraging people to complain even if they have replaced them themselves. S.MacCallum has names of another 5 people to the complaints list.

15.3 Litter bins- Currently awaiting stock and awaiting update from Persimmon Homes for the location of the 7th bin.

16. COVID-19 Update:

Vaccination programme is continuing to be rolled out across the community and is going well.

17. Website and Social Media

17.1 Facebook now has a reach of 2954 people in a month, mainly due to 2 posts, one regarding the local plan response. Another about how to contact DDC.

17.2 Complaints noted that the website is still not accessible, due to KCC pulling their support to the Parish Council and ongoing problems with the new provider. Two example websites shown of what could be achieved with alternative providers. Accessibility is important when creating the web pages.

Resolve: B.Oliver propose that the councillors investigate other websites who use these providers and commit to making a decision at the next meeting. S.Bott seconded.

Outcome: All in favour, motion carried. Clerks to send a list out of example websites to look at.

18. Next meeting and items for the agenda

18.1 Next meeting to be held via Zoom on Thursday 11th march

18.2 Items for next agenda:

White cliffs,

Website,

Lights on northern edge-

19. AOB- For information only.

K. Sutcliffe: Notice boards by co-op are difficult for Clerks to access with the social distancing guidelines, and therefore suggested that it is put forward to the Recreational and Facilities Committee to discuss options of having one at Aylesham House.

Meeting ended. 21:21