



# **Aylesford Parish Council**

23 Forstal Road, Aylesford, Kent, ME20 7AU  
Tel: 01622 717084 Email: [clerk@aylesford-pc.gov.uk](mailto:clerk@aylesford-pc.gov.uk)  
[www.aylesford-pc.gov.uk](http://www.aylesford-pc.gov.uk)

## **To All Members of the Council**

**Members are hereby summoned to, and notice is given that a Meeting of the Council is to be held on Tuesday 16 September 2025 in St Marks School, Eccles commencing at 7:15pm when the following business is proposed to be transacted.**

### **Agenda**

- 1. Apologies for Absence**
- 2. Declarations of Interest additional to those disclosed in the Member's Register of Interest**
- 3. Chairman's Announcements**
- 4. Adjournment of the meeting to allow for public participation**

Pursuant to Standing Order 3 e & g Members of the public may make representation, answer questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. A member of the public shall not speak for more than the time set in the Standing Orders.

- 4.1 Kent Police**
- 4.2 To receive the report of the County Councillor**
- 4.3 To receive the report of the Borough Councillor**
- 5. To confirm as a correct record the Minutes of the Annual Meeting of the Council held on 15 July 2025**
- 6. Matters Arising from the previous Minutes (including those that required Member's action)**

## **7. To Receive and Note the Minutes of the Policy and Resources Committee**

- a) 5 August 2025
- b) 2 September 2025 (draft) – recommendation to Council, minute 8

## **8. To Receive and Note the Minutes of the Environmental Services Committee**

- a) 5 August 2025
- b) 2 September 2025 (draft)

## **9. To Receive and Note the Minutes of the Planning Committee**

- a) 15 July 2025
- b) 5 August 2025
- c) 2 September 2025 (draft)

## **10. Accounts for Payment**

Payment schedule attached for approval.

## **11. Council Vacancies**

Clerk to report

## **12. Decisions taken under S101 Delegated Authority**

Clerk to report

## **13. To renew the annual Cyber Security insurance policy**

Clerk to report

## **14. To consider the Lease agreement between the Parish Council and St Peters School, Aylesford relating to the converted toilet block to now be used as an outdoor classroom**

Clerk to report

## **15. Fire Door Survey and Work required**

Clerk to report on two quotes received.

**For Decision**

## **16. To Consider Any Other Items of Correspondence**

*MRandall*

**Melanie Randall**  
**Clerk & Responsible Financial Officer**

**Date: 11 September 2025**