

# Aylesford Parish Council

## Environmental Services Committee

### Minutes of the Meeting held in the Aylesford Parish Council Offices, on Tuesday 6 May 2025

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**Present:** Councillor Mrs Gadd (Chair) and Councillors, Miss Anderson, Balcombe, Chapman, Craig, Mrs Eves, Ms Dorrington, Gledhill, Fuller, Rillie, Sharp, Shelley, Smith and Sullivan.

Melanie Randall (Clerk of the Council)

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#### 1. Election of Chair and Vice Chair

##### 1.1 Election of Chair

There was one nomination for Chair, Councillor Mrs Gadd. There was a show of hands and Councillor Mrs Gadd was duly elected as Chair of Environmental Services Committee.

##### 1.2 Election of Vice Chair

There was one nomination for Vice Chair, Councillor Shelley. There was a show of hands and Councillor Shelley was duly elected as Vice Chair of Environmental Services Committee.

#### 2. Apologies for Absence

Apologies for Absence from Councillors Mrs Birkbeck and Ms Oyewusi were received, and the reasons for absence agreed.

#### 3. Declarations of Interest

There were no declarations of interest additional to those contained in the Register of Members Interests.

#### 4. To Agree the Minutes of the last meeting held on 6 May 2025

It was **Resolved** that the Minutes of the Meeting held on 6 May 2025 be approved as a correct record and signed.

## **5. Any Matters Arising from the last minutes**

There were no matters arising.

## **6. To consider felling extra-large Cedar Tree in Ferryfield**

The Clerk reported she had received correspondence from the Tree Officer at TMBC who advised as the tree is not in a Conservation Area or has a TPO on it he is unable to provide the inspect the tree for the Parish Council. He suggests the Parish Council consult with an independent tree surgeon or similar. The Parish has already had this tree inspected by its usual tree surgeon who has advised it has die back and to consider felling it for health and safety, it was **Resolved** to proceed with the fell. The cost to remove the tree is £2,290.00 (net). Two Trees will be planted in its place; advice will be sought from the tree surgeon as to the right species for the ground conditions and area. They will be ‘Council’ trees which are usually around 10-12ft high. **Ongoing**

## **7. To consider renewing the Play Equipment at The Hollow, Aylesford**

No update

**Ongoing**

## **8. Parish Infrastructure Statement**

The document was reviewed and approved by the members who thanked the Clerk for preparing such a comprehensive document. The Clerk will now submit it to TMBC.

**Closed**

## **9. To agree the Sports Committee Membership**

The Chair reported that the committee structure in 2024/25 consisted of herself and Councillors Balcombe, Sullivan, Ms Dorrington, Gledhill, Shelley and Smith. A maximum of 9 are permitted. The Chair proposed that the 2024/25 membership remain with the addition of Councillors Craig and Miss Anderson. It was **Resolved** to accept this proposal. **Closed**

## **10. To review and approve the Allotment Regulations**

The Clerk reported that two amendments had been made, the addition of ‘August’ in point 2a, and the addition of point 11 in its entirety.

It was **Resolved** to approve the Allotment Regulations as submitted.

**Closed**

## **11. To review and approve the Cemetery Regulations**

The Clerk reported that two amendments had been made, changing the permitted time of funerals from 9am to 2.30pm to 9am to 3pm on page 5 and the addition of the words ‘to include but not limited to headstones, footstones, vases or similar’ in point 20 on page 6.

It was Resolved to approve the Cemetery Regulations as submitted.

**Closed**

## **12. Any Other Correspondence**

### **Tunbury Changing Rooms**

Councillor Craig raised concerns regarding the condition of the Changing Rooms at Tunbury. He reported that the Maintenance Supervisor had recently conducted a tour of the Parish with himself and the Chair, during which they observed the Changing Rooms to be in an unacceptable state. Issues noted included the absence of soap and toilet roll, a white line marking machine left in the middle of the floor, and significant mess, dirt, and debris throughout the facility.

It was **Resolved** That the Clerk contact Real 60, the club currently using the facility, and instruct them to carry out a full clean and tidy of the Changing Rooms within two weeks, including the repair of the previously reported broken glass. Following this, the Council will review its own responsibilities relating to the facility, such as the condition of the toilets and undertake any necessary repairs.

It was further agreed that, subject to the club complying with the request, Councillor Craig will be provided with keys to carry out monthly unannounced inspections of the facility and report back to the Clerk. Should the club fail to cooperate, their use of the Changing Rooms will be terminated with immediate effect, and the locks will be changed.

## **13. Duration of Meeting**

7:59pm to 8:20pm