

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN **THE ACORN ROOM** AT DITTON COMMUNITY CENTRE ON **MONDAY 12th JULY 2021**

PRESENT: CLLRS. J LOVER (CHAIRMAN), MRS G GODDEN. A LAIDOUCI, A MULCUCK, M PORTER & MRS A THROSSELL.
MRS N GREENAWAY [Clerk of the Council]

70. **OPENING OF MEETING**

The Chairman opened the meeting at 7.00pm.

71. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllrs Mrs Dearden, Mrs Dennison, Mrs Thwaites, Newman and Rook. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.46. Apologies were also received from Borough Councillors Cooper and Cannon, KCC Councillor Kennedy and KCC Warden Absolon.

72. **DECLARATIONS OF INTERESTS**

There were no declarations of interest.

73. **CASUAL VACANCIES**

It was **NOTED** no enquiries had been received.

74. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 14TH JUNE 2021**

The minutes of the above meeting were **CONFIRMED** and **SIGNED** as a true record.

75. **MATTERS ARISING**

(a) **Boundary Fence Request** (Page 11, Item 68(a))

It was **NOTED** that following another site meeting attended by Cllr Mrs Dennison and the Clerk with the residents, this matter had been further discussed at the Open Spaces Committee Meeting the previous week. It was **NOTED** that it was hoped that an agreement can be reached with the residents that they clear the old fence and erect a new close board fence of their choice and at their expense and then the Council can erect the palisade fence to secure its boundary. It was also suggested it would be preferable for the solicitor to draw up a new licence agreement as the new residents fence would be on the council's land.



76. **MINUTES OF MEETINGS HELD DURING JUNE 2021**(a) For Confirmation and Signing(i) Personnel Committee, 21st June 2021

The minutes of the above meeting were presented by Cllr Mrs Throssell and confirmed and signed as a true record.

77. **CORRESPONDENCE**(a) For Noting [sent via email where possible]

KALC: Chief Executive's Bulletin
KALC News June 2021

NALC: Chief Executive's Bulletin

SLCC: The Clerk July 2021 [pages 19-23 "Planning Advice" herewith fyi]

Clerks & Councils: Direct, May 2021

Local Councils: Update, July 2021

(b) For Decision

TMBC: Consultation on Special Expenses
RESOLVED to agree with TMBC's proposal that the special expenses element of council tax bills is paid for by residents in the areas where they are provided.

JPCTCG Meeting – 16.09.2021 7.30pm
NOTED

Ditton Minors FC: Funding for Defibrillators
A request for assistance with the provision of easily accessible defibrillators was **READ**.
RESOLVED to ask for more detail and what specifically they would like the council to contribute to ie the cabinet or annual maintenance.

Imago: Request to use Recreation Ground for Charity Event
RESOLVED to accede to this request subject to the company having public liability insurance, removing all litter, leaving the grounds as they find it. The company would also need to hire the Don Carman Hall to ensure they had adequate facilities for their attendees.

It was noted that a request had been received from Citizens Advice for the Council's continued support. It was agreed this should be referred to the February meeting when all charitable donations are considered.

78 **FINANCE**(a) Accounts For Payment**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**June Payroll Summary**

<i>Monthly</i>	<i>Gross</i>	<i>£22,503.81</i>
	<i>Net</i>	<i>£15,716.12</i>

June BACS Payments (not previously listed)

10.06.21	N Saunders	Reimbursement - OSA	£7.88
10.06.21	S Craig	Reimbursement - Bar	£27.00
15.06.21	KCC Pension	Monthly Pension	£2,426.08
15.06.21	HMRC	Monthly PAYE/NI	£3,599.06

(b) Direct Debits - Paid During June 2021**RESOLVED** the following direct debits be **ACCEPTED** and **APPROVED**:-

02.06.21	BT	Telephone	£115.56
02.06.21	O2	Mobile Phone	£16.74
08.06.21	Rentokil	Washroom Services	£274.03
09.06.21	Sky	Sky Sports	£207.40
11.06.21	Commercial Services	Gas/Electric Community Centre	£2,833.13
14.06.21	WEX	Fuelcard	£96.03
14.06.21	First Data	Card Charges	£88.35
15.06.21	Bankline	Monthly Charges	£45.21
15.06.21	The Safety Effect	Monthly H&S	£114.00
15.06.21	DHFE	Monthly Till Rental	£117.60
15.06.21	Paymentsense	Card Charges	£54.00
16.06.21	Sage Software	Monthly Subscription	£153.00
21.06.21	BT	Telephone	£115.92
21.06.21	Heineken	Bar Stock	£2,747.18
23.06.21	Siemens	Equipment Rental	£188.46
24.06.21	Host My Office	Computer Support	£350.40
25.06.21	NEST	Monthly Pension	£467.47
25.06.21	BOC	Bar Gas	£56.05
28.06.21	WEX	Fuelcard	£52.44
28.06.21	BT	Telephone	£139.74
28.06.21	Veolia	Refuse Collection	£294.24
30.06.21	NCS	Equipment Hire	£24.16
30.06.21	NCS	Equipment Hire	£24.16
30.06.21	NCS	Telephone Calls	£40.61
30.06.21	NCS	Telephone Calls	£41.66
30.06.21	NCS	Photocopy Charges	£131.44
30.06.21	O2	Mobile Phone	£15.60

(c) BACs Payments - Paid During June 2021**RESOLVED** the following payments be **PREVIOUSLY APPROVED** be **RATIFIED**:-**June Accounts (approved and paid 01.07.21)**

Community Centre				
Business Stream	Waste Water		127.17	£127.17
1 st A Pest Control	Quarterly pest control		60.00	
		VAT	12.00	£72.00
KCC	Fire Extinguisher maintenance		228.35	
		VAT	45.67	£274.02
Maidstone Cleaners	Window Clean		260.00	£260.00
Capital Cleaning	Cleaning & Consumables		215.64	
		VAT	16.97	
			46.52	£279.13
Envirocure	Annual Tank Inspection		120.00	
	Annual TMV Service		230.00	
	Annual Calorifier Inspection		430.00	
	Monthly Check		48.33	
		VAT	165.67	£994.00
SCM	Disabled Hoist Test		55.00	
		VAT	11.00	£66.00
Bar				
Lansdell	Bar Stock		104.15	
			144.03	
			46.01	
			130.72	
			179.04	
		VAT	114.91	£718.86
Travis Perkins	Parts for repairs		9.19	
		VAT	1.84	£11.03
BSS Stocktaking	Stocktake		120.00	£120.00
F&A				
Invicta Law	Legal Advice		653.00	
		VAT	130.60	£783.60
KCC	Internal Audit		495.00	
		VAT	99.00	£594.00
Aquaid	Annual Charge		16.80	
		VAT	3.36	£20.16
Community Heartbeat	Annual Defibrillator support		135.00	
		VAT	27.00	£162.00
Savills	Quarry Rent		100.00	£100.00
OSA				
NPS Gardening Services	Bedding Plants		60.00	£60.00
Astra Security	Key Cutting – MUGA		37.50	
		VAT	7.50	£45.00
Chubb	Annual alarm contract		256.49	
		VAT	51.30	£307.79

(d) Debit Card Payments – June 2021

RESOLVED the following debit card payments be **ACCEPTED** and **APPROVED**:-

10.06.21	Screwfix	Protective Clothing	£84.93
14.06.21	Zoom	Monthly Subscription	£11.99

(e) Cyber Security Insurance

A quote from this Council's Insurance Broker to provide Cyber Security Insurance was **READ**. The Clerk advised that the Internal Auditor had recommended that the Council should have Cyber Security measures in place. She also advised that KALC were running a training session for Cyber Security.

RESOLVED to accept the quotation for Cyber Security Insurance and for the Clerk to attend the KALC Cyber Security training session.

The Clerk **REPORTED** that she had received a quote to purchase the current parish vehicle of £13,800.00. It was agreed that this is more than the Council could spend on a vehicle and it would prefer not to lease again. The Clerk will research prices on suitable vehicles for when the existing vehicle lease expires in October.

79. **REPORTS FROM BOROUGH & COUNTY COUNCILLORS**

It was **NOTED** that both Borough Councillors had to attend a Borough Council meeting but Cllr Cannon had sent a report:-

CHANGE OF TMBC LEADER

Cllr Nicolas Heslop has decided after 10 years as council leader to stand down to pursue outside interests although he will remain a "backbench" councillor within our borough. His replacement is Cllr Matt Boughton who aged just 28 will become one of the youngest ever leaders of a Tier 2 council in England. Matt though represented a borough council ward in Maidstone until 2019 before moving to Tonbridge to live so he does have several years of local government experience. He is talented and dynamic so I expect local government in Tonbridge and Malling to be in good hands. The cabinet will increase in size to 8 members with Cllr David Lettington in Snodland and a member of our Area 3 planning district becoming deputy leader. These changes are due to be confirmed at a meeting of full council tomorrow at Hadlow Manor.

WASTE SERVICES

Members will be aware of the suspension of the green bin recycling collection recently. The contractors Urbaser have advised their recruitment drive for new HGV drivers has been successful enough to reinstate the green-lidded bin and green box services as from today's date as well as provide sufficient support vehicles to deal with the build up of recycling which has accumulated over the last couple of weeks.

If your recycling bin is full and you are not due to have a collection this week there is an extra temporary cardboard/paper bank at Larkfield Leisure Centre which will remain open until Friday 23 July as well as the usual nearby sites.

In other recycling and waste matters the roll out of recycling to flats, starting with a trial area, will commence no later than 31 August 2021 and a timetable for the reinstatement of the Saturday freighter service will be presented to the next meeting of the Street Scene and Environment Services Board to be held on that date.

LOCAL PLAN

Following on from Cllr David Cooper's report last month it should be noted that full Council will be considering the preferred option to withdraw the current Plan and Review, Refresh and Resubmit the Local Plan at their meeting tomorrow.

LIDL

Complaints have been received about site construction being carried out on Sundays contrary to conditions set out within the planning permission. We have asked that TMBC contact Lidl's management to ensure working hours agreed must be complied with.

PAY-BY-PHONE PARKING SYSTEM

Members may be interested to know that the current phone-based parking system Parkmobile has been taken over by RingGo to become the only platform on Council run car parks. The immediate advantage for our residents will be the service charge will be reduced from 20p to 10p per parking event plus the chosen parking tariff. It is also said the new service has a much more user-friendly app and is used by most of our neighbouring authorities. The new service will be starting on Monday 19 July.

The Clerk advised that KCC Cllr Kennedy had said he had no more to report than was contained in his monthly newsletter which had been recently distributed other than he had several packs of "Bee Bombs" to distribute and he would like to give 20 to Ditton to plant where they would be most effective.

80. **REPORT FROM NEIGHBOURHOOD POLICING TEAM**

KCC Warden Absolon had sent the following report:

Firstly I would like to thank you all for reading my report and for your continued support.

It has been lovely to see so many people around now that the lockdown is easing. But, I would remind everyone to please keep safe and follow the government guidelines.

I remain supporting residents in this time of change and am referring onto more specialist agencies as and when required and monitoring progress of our residents and these referrals, thereby trying to access a better quality of life for our residents.

We have had a few doorstep traders in the area lately and I have reported these to 101 Kent police and have made people in the area aware where I am able to, as we do not advocate that people buy from their door, but instead should do their own research and make an informed choice. If residents feel threatened or intimidated by anyone at their door they should call the police.

With the help of parish council we continue to remove safety hazards in the quarry where possible. With notices regarding no fires allowed being put up around the quarry. I would like to thank parish council for their help with these issues which many residents are concerned about.

I have been meeting and working with local youth services to positively engage with youths in the area. The youth team are attending Ditton approximately 6pm every other Thursday at the moment. Further I open the tennis court on a Tuesday evening 4-5pm so that youths may use the area for football. I am grateful to parish council for allowing use of this facility.

Book exchange has now re opened and although volunteers now run this rather than myself, I am able to be there when I can to support this, and also this is a good opportunity for residents to speak with me should they wish. I thank the parish council and Floyd for their support with this.

I hope everyone continues to enjoy the summer and stay safe.

81. **DATE SENSITIVE PLANNING & HIGHWAYS MATTERS**

(a) Committee Chairman

The Clerk confirmed that she had sought advice from KALC and although Cllr Rook had not resigned from the Council, as he had resigned as Chair of the Planning Committee a new Chair should be elected.

Cllr Mrs Godden was nominated by Cllr Porter and seconded by Cllr Mulcuck. There being no further nominations, Mrs Godden was duly elected Chair of the Planning Committee for 2021/22. It was **NOTED** that Cllr Mrs Godden's election as Chair left a vacancy for Vice-Chair of the Committee.

Cllr Laidouci was nominated by Cllr Mrs Throssell and seconded by Cllr Porter. There being no further nominations, Cllr Laidouci was duly elected Vice Chair of the Planning Committee for 2021/22.

Cllr Porter asked that thanks to Cllr Mulcuck be recorded for all his hard work and huge contribution on planning issues for many years as previous Planning Chair of the Committee. All members joined in thanking Cllr Mulcuck.

(b) Plans Received for Comment

TM/21/01703/FL	Retrospective application for external cladding to front top half of house	6 Scott Close
RESOLVED	NO OBJECTION	
TM/21/01716/TPOC	Works to fell a Chestnut tree to ground, to allow light and space in the garden, to be replaced with a slow growing variety that is smaller at full maturity	425 London Rd
RESOLVED	NO OBJECTION	
TM/21/01773/FL	Double storey pitched roof side extension including extending over existing flat roof areas, front single storey garage extension, internal alterations and loft conversion. (Solar Panels to be replaced after construction is complete).	90 Fernleigh Rs
RESOLVED	NO OBJECTION	

(c) Decisions from TMBC Area 3 Committee

The following decision was **READ** and **NOTED**:

TM/21/01600/FL	Detached three bedroom house APPLICATION WITHDRAWN 02/07/2021	Land parcel northeast of 15 Station Road
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82. **REMEMBRANCE DAY PARADE** [permission to hold, apply for road closures etc]

RESOLVED to go ahead with arrangements for this year's services and parade.

83. **NHS LOCAL TESTING CENTRE IN CAR PARK**

The Clerk **REPORTED** that there were several functions booked for September with large numbers of attendees expected which would mean the whole car park could be needed.

RESOLVED to confirm if these large bookings will go ahead and if so, give the LTS Test Site notice to leave.

84. **DITTON GAZETTE**

It was agreed that mid-September would be a better time for the next gazette to go out when hopefully there would be more events to report on and clubs and activities would be back open. The Clerk advised that the Community Centre Administrator was in the process of contacting contributors and advertisers.

85. **MATTERS ARISING FROM "CORRESPONDENCE FOR NOTING"**

There were no matters arising.

Cllr Mulcuck advised that he had received a notice that Bradbourne Lane would be closed for a period of up to six weeks from 22nd July.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50 the Chairman to move that due to the confidential nature of the next item the Press and Public be excluded from the meeting.

86. **CONFIDENTIAL MEMORANDUM**

Confidential Memorandum Ref: 418 was **READ** and **SIGNED** as a true record. Further information relating to this subject is contained in Confidential Memorandum Ref: 419.

87. **CLOSURE**

The meeting closed at 8.53pm.

Chairman
9th August 2021