

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER ON MONDAY 9TH JANUARY 2023

PRESENT: CLLRS. J LOVER (CHAIRMAN), N NEWMAN [VICE-CHAIR], MRS J DEARDEN, MRS G GODDEN, A R MULCUCK, M J PORTER, MRS A THROSSELL
D ADLINGTON & A LAIDOUCI
MRS N GREENAWAY [CLERK OF THE COUNCIL]
TMBC CLLR D COOPER

302. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm. Members wished the Chairman a Happy Birthday.

303. **APOLOGIES**

Apologies were received from Borough Councillor Cannon.

304. **DECLARATION OF INTERESTS**Dispensations under the Localism Act 2011

It was **NOTED** that to enable members to take part in discussions regarding the setting of the precept members are required to request a dispensation by the Clerk. It was **FURTHER NOTED** that all members had signed their current dispensations in January 2021 and this covered them for four years. It was further **NOTED** that as Cllr Adlington joined the council more recently, he was required to sign a dispensation request which he duly did and passed to the Clerk.

305. **CASUAL VACANCIES**

It was **NOTED** that no further applications had been received.

306. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 5th DECEMBER 2022**

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

307. **MATTERS ARISING**

There were no matters arising.

308. **MINUTES OF OTHR MEETINGS HELD DURING 2023**

(a) Finance and Administration Committee, 3rd January 2023

Recommendations:

ESTIMATES FOR FINANCIAL YEAR 2023/2024 [Page 128, Item 295]

RESOLVED to **APPROVE** and **ADOPT** the 2023/2024 estimates as set out in the minutes of the Finance and Administration Committee meeting held on 3rd January 2023, including the necessary adjustments as agreed.

(b) Personnel Committee, 3rd January 2023

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

309. **CORRESPONDENCE**

(a) For Noting

The following items were **CIRCULATED, READ** and **NOTED**:

- KALC: The Parish News, November 2022
Elections Bulletin
Community Awards
- NALC: Open Letter
- KCC Highways: Road Maintenance Bell Lane & Oak Drive
- SLCC: The Clerk January 2023
- Clerks & Council’s Direct: January 2023

(c) For Decision

NOTED none received to date.

310. **FINANCE**

(a) Payments to be Ratified

RESOLVED the following payments be **APPROVED** and **RATIFIED**:-

December Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£21,188.64</i>
	<i>Net</i>	<i>£15,458.58</i>

November Accounts (approved and paid)

Community Centre				
Envirocure	Legionella Testing		48.75	
		VAT	9.75	£58.50
Kent Boilercare	Plumbing repairs		420.96	
	Heating repairs		100.50	
		VAT	104.29	£625.75

Maidstone Ind Cleaners	Window Cleaning		260.00	£260.00
KCS	Consumables Stationary		297.84	
		VAT	95.05	
			78.58	£471.47
Bar				
Ark Trading	Uniform		370.78	
		VAT	74.16	£444.94
TMBC	Annual Licence		360.00	£360.00
Lansdell	Bar Stock		98.42	
			60.50	
			61.07	
			58.93	
			(13.49)	
			168.57	
		VAT	81.06	£515.06
F&A				
Matt Stephens	Remembrance Day		392.00	£392.00
OSA				
HSS ProService Ltd	Equipment Hire		130.07	
		VAT	26.01	£156.08
Martin Holman	Hanging Baskets		220.00	
		VAT	44.00	£264.00
Fields in Trust	Subscription		65.00	£65.00
KCS	White Liner		59.95	
		VAT	11.99	£71.94

(b) Direct Debits - Paid During December 2023**RESOLVED** the following direct debits be **ACCEPTED** and **APPROVED**:-

01.12.22	TMBC	Business Rates	£692.00
02.12.22	Paymentsense	Card Charges	£139.92
05.12.22	WEX	Fuelcard	£67.51
05.12.22	BT	Telephone	£124.34
07.12.22	Commercial Services	Electric Supply	£35.89
07.12.22	Rentokil Initial	Washroom Services	£247.24
07.12.22	SKY	Monthly Subscription	£372.00
12.12.22	WEX	Fuelcard	£106.99
14.12.22	FDMS	Card Charges	£192.72
15.12.22	Bankline	Monthly Charge	£49.04
15.12.22	Safety Effect	Health & Safety	£114.00
15.12.22	DHFE	Till Rental	£369.60
15.12.22	Paymentsense	Card Charges	£54.00
16.12.22	Sage	Monthly Subscription	£172.68
16.12.22	ICO	Annual Subscription	£35.00
20.12.22	BT	Broadband	£125.72
20.12.22	Heineken	Bar Stock	£2,890.91
20.12.22	Heineken	Bar Stock	£2,004.75
21.12.22	Powys CC	DBS	£30.00
22.12.22	Stripe	Subscription	£99.00
23.12.22	Siemens	Equipment Rental	£188.46

23.12.22	NEST	Pension Contributions	£657.53
23.12.22	BOC	Bar Gas	£168.38
28.12.22	WEX	Fuelcard	£1.80
28.12.22	BT	BT Sport	£416.69
28.12.22	Host My Office	IT Support	£350.40
28.12.22	Veolia	Refuse Collection	£483.17
30.12.22	Natwest	Bank Charges	£133.31
30.12.22	NCS	Equipment Rental	£29.22
30.12.22	NCS	Telephone	£62.47
30.12.22	NCS	Stationary	£91.80
30.12.22	O2	Mobile Phone	£16.08

(c) BACS - Paid During December 2023**RESOLVED** the following BACs payments be **ACCEPTED** and **APPROVED**:-**December BACS Payments (not previously listed)**

02.12.22	Kent & Sussex	Bar Stock	£2,114.20
07.12.22	N Greenaway	Reimbursement	£10.98
07.12.22	G Jeffs	Reimbursement	£75.00
07.12.22	S Craig	Reimbursement	£7.00
08.12.22	T Roast	Ticket Refund	£80.00
08.12.22	C Stevens	Ticket Refund	£100.00
08.12.22	L Prebble	Ticket Refund	£80.00
09.12.22	M Lancely	Kilbarn Disco	£200.00
12.12.22	Kent & Sussex	Bar Stock	£904.35
15.12.22	HMRC	PAYE/NI	£7,148.26
15.12.22	KCC Pension	Pension Contributions	£2,084.75
19.12.22	S Ricketts	Maintenance/Repairs	£300.00
19.12.22	Kent & Sussex	Bar Stock	£857.14
19.12.22	M Holman	Hanging Baskets	£264.00
22.12.22	T Beautridge	Bar Services	£260.00
23.12.22	Unison	Subscription	£86.25
23.12.22	Castle Water	Water Supply	£41.93
23.12.22	Kent & Sussex	Bar Stock	£1,800.05

(d) Debit Card Payments - Paid During December 2023**RESOLVED** the following debit card payments be **ACCEPTED** and **APPROVED**:-

01.12.22	Amazon	Descaler	£14.99
01.12.22	Nisbets	Water Cartridge	£71.98
01.12.22	Amazon	Bar Supplies	£37.10
06.12.22	Wickes	Grounds Supples	£45.30
09.12.22	Amazon	Monthly Subscription	£8.99
15.12.22	Amazon	Bolts	£9.18
19.12.22	Tesco	Refreshments/Bar Stock	£92.23
19.12.22	Sainsburys	Refreshments	£42.55
21.12.22	Natwest	Petty Cash	£200.00

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

Borough Cllr David Cooper said there had been little TMBC Business since the last PC Meeting and **REPORTED** on the following items:

PLANNING

The reserved matters for the Orchard Mill development were approved on 23rd December. As was agreed when the original application was debated at the Area 3 Planning Committee, the reserved matters was delegated to Planning Officers. St Modwen Homes has restarted work on the site today after the Christmas break. The site manager informed me that they have a couple more weeks work to do on the infrastructure before starting to build the homes. You will have noticed that there is now signage advertising the development and St Modwen Homes has already had a number of enquiries and people registering an interest.

Some residents have expressed concern about footpath MR100. The wire fencing along the footpath will be maintained to prevent unauthorised access to the building site for as long as necessary. This has been replaced in areas where the chain link and post and rail fencing was either in poor condition or not of a high enough security standard. A crossing will be installed at some point to allow access for site traffic to the area on the west side of the path and the gates will be manned when vehicles need to cross. Any long-term closure of the PROW will require approval from KCC.

The site manager is happy to give parish and borough councillors a tour of the site and suggests this be done in a few months when some houses have been built and the site is not quite so muddy.

The next Area 3 Planning Committee is scheduled for 2nd February. The Bushey Wood application was scheduled to be heard at this meeting but we are advised that this has been postponed to a later date.

PUBLIC CONSULTATIONS

TMBC's public consultation on Public Space Protection Orders closes on 15th January.

TMBC's consultation on its Draft Corporate Strategy for 2023 to 2025 closes on 10th February. There will also be an MS Teams meeting with the Leader of the Council and Council Officers at which anyone can join and put questions. This will be at 6.30pm on 17th January. See the TMBC website for details of how to log in.

Applications for TMBC's shopfront and vacant unity improvement scheme went live today and applications close on 8th March. TMBC has sent letters to eligible premises but owners of any shop, vacant or occupied, who feel that they may be eligible are encouraged to check the website.

Details of all these consultations are on the TMBC website.

COST OF LIVING

The TMBC website gives advice on ways the public can get help and support in coping with the current cost of living crisis. Whether it be advice on finding warm spaces, reducing energy bills, food banks and paying the bills the website gives advice and provides links to organisations that can help.

WASTE COLLECTION

The snow in December and Christmas and New Year Holidays delayed some of the bin collections but these should now have returned to the normal schedule. Residents are encouraged to check the TMBC website where a link updates to the waste collection service is on the front page. Collections over the holidays were delayed by one day and this was

advertised by TMBC well in advance on the website. However it was noticed that many residents still put their bins out on the Wednesday.

Cllr Cooper made the council aware of two other issues, details are contained in Confidential Memorandum Ref. 440.

312. **REPORT FROM NEIGHBOURHOOD POLICE/COMMUNITY WARDEN**

NOTED no report available. The Clerk advised that the new KCC Warden had now taken up her post and was making regular visits in the village.

313. **DATE SENSITIVE PLANNING, HIGHWAYS AND TRANSPORTATION ISSUES**

(a) Plans Received for Comment

TM/22/02776/FL - 45 St Peters Road Ditton Aylesford Kent ME20 6PF
Part single/part two storey side extension and single storey rear extension
<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/02776/FL>
RESOLVED NO OBJECTION

TM/22/02693/FL - 45 Primrose Drive Ditton Aylesford Kent ME20 6EG
Part single storey rear and side extension
<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/02693/FL>
RESOLVED NO OBJECTION

TM/22/02770/FL - Development Site South Of Brampton Field Between Bradbourne Lane And Kiln Barn Road Ditton Aylesford Kent
Erection of a temporary sales cabin with associated visitor parking and landscaping located to the east of the development site
<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/02770/FL>
RESOLVED NO OBJECTION

TM/22/02771/AT - Development Site South Of Brampton Field Between Bradbourne Lane And Kiln Barn Road Ditton Aylesford Kent
Signage associated with a temporary sales cabin with associated visitor parking and landscaping located to the east of the development site
<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/02771/AT>
RESOLVED NO OBJECTION

TM/22/02774/DEN - Development Site South Of Brampton Field Between Bradbourne Lane And Kiln Barn Road Ditton Aylesford Kent
Prior Demolition Notification: Demolition of 3 no. derelict barn structures on the southern edge of the Ditton Edge development site
<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/02774/DEN>
RESOLVED THIS COUNCIL IS CONCERNED THAT THERE IS A HIGH LEVEL RISK FOR MUCH OF THE PLANNED WORKS WITH NO EXPLANATION OF HOW THE RISKS WILL BE MANAGED. THIS COUNCIL WOULD ALSO LIKE ASSURANCE THAT ANY ASBESTOS REMOVAL WILL NOT AFFECT NEIGHBOURING RESIDENT'S PROPERTIES.

TM/22/02794/FL - 24 Ragstone Court Ditton Aylesford Kent ME20 6AJ
Part one/ Part two storey side extension
<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/02794/FL>
RESOLVED NO OBJECTION

TM/22/02852/TPOC - Ditton Court Quarry Kiln Barn Road Ditton Aylesford Kent ME20 6AH [this is the Tesco Distribution Car Park at Quarry Wood]

Fallen tree removal and cut back encroaching limbs. Group of trees in car park to be cut back to fence line and fallen trees to be removed. Team will cut back encroaching limbs from group of birch and poplars trees in G1 to give 4m clearance in height from ground level in the car park area to the fence line, Team to cut both fallen trees in car park G2 area chip and remove from site. Standing in group W1 of Tree Preservation Order

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/02852/TPOC>

RESOLVED NO OBJECTION SUBJECT TO THE TMBC TREE OFFICER'S APPROVAL.

(b) Plans dealt with during Christmas Recess

The following plans, dealt with during the Christmas Recess under delegated power, were **READ** and **NOTED**. The Planning Chair showed the plans and gave explanations to the comments given.

TM/22/02565/FL - 52 Acorn Grove Ditton Aylesford Kent ME20 6EW

Demolition of existing conservatory. Construction of single storey rear extension and single storey front extension

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/02565/FL>

RESOLVED This council objects to this application as the size of extension would be over-intensification of the site and it is also concerned about the drainage if the extension was up to the boundary. Removal of the garage would mean loss of a parking space.

TM/22/02579/FL - 15 Bradbourne Lane Ditton Aylesford Kent ME20 6PA

Construction of a two storey side extension to form garage with bedroom above and rear dormer

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/02579/FL>

RESOLVED This council objects to this application as the size of extension would be over-intensification of this already developed site. The conversion of the garage is not in keeping with other properties in the area.

TM/22/02484/FL - 47 Primrose Drive Ditton Aylesford Kent ME20 6EG

Single storey rear and side extension

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/02484/FL>

RESOLVED This council objects to this application as the removal of the garage and part of the drive will mean loss of parking and potentially push more cars onto an already over crowded street. There are also concerns of loss of light to neighbours as the property will push up to the boundary

TM/22/02607/LDP - 458 London Road Ditton Aylesford Kent ME20 6BZ

Lawful Development Certificate Proposed: Loft conversion with flat roof loft dormer

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/02607/LDP>

RESOLVED This council objects to this application as the proposed extension for flat roof dormers is not in keeping with the neighbouring properties or area.

(c) Plans dealt with by Area 3 Committee

The following plans, dealt with by Area 3 were **READ** and **NOTED**:-

TM/22/02384/FL - 36 Cobdown Close Ditton Aylesford Kent ME20 6SZ

Two storey side and single storey rear extension

Approved on 30 November 2022

TM/22/01769/RD - Aylesford Newsprint Bellingham Way Larkfield Aylesford Kent

Details of condition 22 (implementation of heritage interpretation programme) submitted pursuant to planning permission TM/20/01820/OAEA (Outline planning permission (all matters reserved) for the erection of flexible B1c/B2/B8 use class buildings and associated access, servicing, parking, landscaping, drainage, remediation and earthworks; and, Full planning permission for erection of two warehouse buildings for flexible B1c/B2/B8 use class, realignment of Bellingham Way link road, creation of a north/south spine road, works to the embankment of Ditton Stream, demolition of existing gatehouse and associated servicing, parking, landscaping, drainage, infrastructure and earthworks)

Approved on 15 December 2022

TM/22/01876/RD - Unit 1 Bellingham Way Panattoni Park Aylesford Kent ME20 7WT

Details of planning condition 17 (travel Plan) submitted pursuant to planning permission 22/00187/FL : Erection of a warehouse building for Class B8 storage and distribution use and ancillary office accommodation, external storage areas, access, parking, drainage, landscaping and associated works

Approved on 15 December 2022

TM/22/02249/FL - 29 Primrose Drive Ditton Aylesford Kent ME20 6EG

Two storey side/rear extension and demolition of existing garage

Approved on 13 December 2022

TM/22/02423/TNCA - 37 The Stream Ditton Aylesford Kent ME20 6AG

T1 Sycamore crown reduce by 25%. T2 Yew cut back to boundary line. T3 ,T4, T5, T6 and T7 Sycamores (boundary of St Peters Church) reduce crown into a pollard by 40%

Application Withdrawn on 15 December 2022

TM/22/00883/FL - 573 London Road Ditton Aylesford Kent ME20 6DL

Garden outbuilding for use as a store and summer house

Approved on 29 December 2022

TM/22/02051/FL - 25 Medina Road Ditton Aylesford Kent ME20 6DN

Creation of a vehicle access, dropped kerb and hard standing for off road parking with vehicle charger

Refused on 30 December 2022

TM/22/02322/LDP - 3 Ditton Place Ditton Aylesford Kent ME20 6SX

Lawful Development Certificate Proposed: Creation of new dropped kerb line and vehicle crossover

Certified on 22 December 2022

TM/22/02336/TPOC - 5 Sheldon Court Ditton Aylesford Kent ME20 6AL

Reduce branches that are overhanging the very small and enclosed garden at 568 London Road by approximately 4 metres. The reason for the works is overshadowing and excessive debris, Applicants reference: T1 - Scots Pine standing in group G6 of Tree Preservation Order

Refused on 23 December 2022

TM/22/02402/FL - 63 Bradbourne Lane Ditton Aylesford Kent ME20 6PD

First floor side and rear extension. Conversion of loft to habitable room incorporating hip to gable and rear dormer

Approved on 30 December 2022

TM/22/02498/FL - 3 New Road Ditton Aylesford Kent ME20 6AS

Single storey front/side extension

Approved on 23 December 2022

TM/22/02607/LDP - 458 London Road Ditton Aylesford Kent ME20 6BZ
 Lawful Development Certificate Proposed: Loft conversion with flat roof loft dormer
Certified on 30 December 2022

(c) Ditton Edge - Reserved Matters Approved by TMBC

The following plan for Ditton Edge, dealt with by Area 3 was **READ** and **NOTED**. Members were disappointed that the reserved matters were dealt with by officers rather than at Committee.

TM/22/00557/RM - Development Site South Of Brampton Field Between Bradbourne Lane And Kiln Barn Road Ditton Aylesford Kent

Reserved Matters application (appearance, landscaping, layout and scale) pursuant to Condition 1 of outline permission TM/18/02966/OA (construction of 300 dwellings and associated car parking, open space and infrastructure along with details of phasing strategy) (Condition 5), site levels (Condition 6), landscaping and boundary treatment (Condition 7), parking plan (Condition 8), Electric vehicle parking strategy (Condition 9), pedestrian and cycle routes (Condition 10), refuse and recycling (Condition 11), ecology mitigation and enhancement (Condition 12), air quality mitigation (Condition 13), areas of open space and child play provision (Condition 14), cycle parking storage (Condition 25)

Approved on 23 December 2022

314. **MATTERS ARISING FROM “CORRESPONDENCE FOR NOTING”**

There were no matters arising.

Cllr Mulcuck asked if all aspects of the Remembrance Service would be moved to the church. The Clerk said she would expect so but that the groups could still park and assemble at the Community Centre car park where there is more room, before going the church.

Cllr Mulcuck said he would like to wish the Chairman Many Happy Returns of the Day and he also said he had spoken to the Clerk recently to say he was sorry that he had not realised it had been her 20 year service anniversary towards the end of last year, as he had not been made aware of this.

315. **ANNUAL PARISH MEETING**

Discussion took place on the format for this years meeting, if a speaker is required then suggestions were put forward of Kent Fire Service and/or the new KCC Community Warden.

It was felt that it might be as well not to do any awards this year as no one was aware of anything exceptional that had taken place over the last year.

It was agreed to keep the format simple with just annual reports unless any new suggestions are forthcoming at the next meeting.

 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.

316. **CONFIDENTIAL MEMORANDUM**

Confidential Memorandum Refs: 437, 438 and 439 were **READ** and agreed as a true record.

317. **CLOSURE**

The meeting closed at 8.25pm.

Chairman
6th February 2023