

DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF DITTON PARISH COUNCIL TO BE HELD IN **THE COUNCIL CHAMBER** AT DITTON COMMUNITY CENTRE ON **MONDAY 7TH AUGUST 2023** AT **7.30PM**

Ditton Parish Council
Ditton Community Centre
Ditton
AYLESFORD
Kent ME20 6AH

(Mrs) Nicola Greenaway
Clerk of the Council

Tel: 01732 844749
Email: clerk@dittonparishcouncil.gov.uk
Website: www.dittonparishcouncil.gov.uk

2nd August 2023

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF INTERESTS**
4. **CASUAL VACANCIES**
5. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 3RD JULY 2023**
6. **MATTERS ARISING**
7. **MINUTES OF MEETINGS HELD DURING JULY 2023**

For Confirmation and Signing

- (a) Community Centre Committee, 10th July 2023 – herewith
- (b) Planning, Highways & Transportation Committee, 17th July 2023 – herewith
- (c) Open Spaces & Amenities Committee, 17th July 2023 – herewith

Items deferred to Full Council

- (i) Allotment Tenancy Agreement [Page 56, Item 140(a)]
- (ii) Tournament Fees/Large Event [Page 56, Item 141(b)]



8. **CORRESPONDENCE**

(a) For Noting

SLCC: The Clerk, July 2023

Local Councils: Update, August 2023

Clerks & Councils Direct: July 2023

KALC: Newsletter, July 2023

TMBC STANDARDS CTTE: Code of Conduct Training Slides

(b) For Decision

KALC: D Day 80th Anniversary – 6th June 2024

Ditton Minors: Request to hold soccer schools

RBLI: Request for financial support

9. **FINANCE**

(a) Accounts For Payment

July Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£26,199.22</i>
	<i>Net</i>	<i>£19,232.24</i>

July BACS Payments (not previously listed)

14.07.23	HMRC	NI/PAYE	£4,297.78
14.07.23	KCC Pension	Pension Contributions	£1,357.18
17.07.23	Kent & Sussex	Bar Stock	£1,071.27
20.07.23	Kent & Sussex	Bar Stock	£636.48
20.07.23	C Stanley	Bastille Wreath	£35.28
20.07.23	S Grantham	Reimbursement	£10.99
20.07.23	N Greenaway	Reimbursement	£6.00
25.07.23	T Beautridge	Bar Services	£240.24

July Deposit Refunds

07.07.23	Oaken Hall 01.07.23	£84.00
19.07.23	Oaken Hall 15.07.23	£97.25
21.07.23	Oaken Hall 08.07.23	£70.00
26.07.23	Carman Hall 22.07.23	£50.00

(b) Direct Debits - Paid During July 2023

July Direct Debits

03.07.23	TMBC	Business Rates	£349.00
04.07.23	Carlsbergs	Bar Stock	£1,046.64
07.07.23	Kent Commercial Services	Gas Supply	£1,389.48

07.07.23	Sky	Sky Sports	£405.48
10.07.23	Rentokil Initial	Washroom Services	£133.11
11.07.23	Siemens	Equipment Rental	£72.13
11.07.23	Siemens	Equipment Rental	£900.00
11.07.23	Carlsberg	Bar Stock	£1,340.34
14.07.23	FDMS	Card Charges	£290.66
17.07.23	Natwest	Bankline	£62.64
17.07.23	Safety Effect	H&S	£114.00
17.07.23	Sage	Monthly subscription	£216.00
17.07.23	DHFE	Till Rental	£369.60
17.07.23	Paymentsense	Card Charges	£54.00
18.07.23	Carlsberg	Bar Stock	£1,520.89
24.07.23	WEX	Fuelcard	£35.95
24.07.23	Host My Office	Computer Support	£371.76
24.07.23	EDF	Electric Supply	£163.30
25.07.23	BOC	Bar Gas	£167.80
25.07.23	Carlsberg	Bar Stock	£1,040.39
27.07.23	Focus	Telephone	£263.69
27.07.23	BT	BT Sports	£416.69
27.07.23	NEST	Pension contributions	£737.59
27.07.23	Carlsberg	Equipment Rental	£105.34
28.07.23	Payentsense	Bar Stationary	£43.08
28.07.23	Veolia	Refuse Collection	£478.64
31.07.23	WEX	Fuelcard	£1.80
31.07.23	NCS	Telephone	£72.08
31.07.23	Everflow	Water Charges	£1,141.73

(c) BACs Payments - Paid During July 2023

Accounts (approved and paid 20.07.23)

Community Centre				
Cardinus	Building Valuation		865.00	
		VAT	173.00	£1,038.00
Capital	Cleaning Supplies		143.79	
		VAT	28.76	£172.55
SCM	Hoist Service		55.00	
		VAT	11.00	£66.00
Envirocure	Calorifier Inspection		440.00	
	Legionella Testing		48.75	
		VAT	97.75	£586.50
KCS	Cleaning Supplies		146.90	
			26.98	
		VAT	34.78	£208.66
Chubb	Fire alarm upgrade		416.18	
	Contract correction		(372.98)	
	OSA Alarm		298.73	
		VAT	68.38	£410.31
Gallagher	Building Insurance		5368.94	£5,368.94
Business Stream	Waste Water		283.57	£283.57
S Ricketts	Repairs/Decorating		620.00	£620.00
Kent Boilercare	Heating Repairs		184.30	
		VAT	36.86	£221.16

Bar				
Lansdell	Bar Stock		(16.99)	
			298.87	
			33.98	
			48.71	
			174.79	
		VAT	99.51	£638.87
BSS Stocktaking	Stocktake		150.00	£150.00
F&A				
Worknest	HR Support		475.00	
		VAT	95.00	£570.00
Gallagher	Cyber Package		367.36	£367.36
Sunstone	CCTV Maintenance		1536.73	
		VAT	307.35	£1,844.08
TMBC	Uncontested Election Costs		1388.94	
		VAT	277.79	£1,666.73
OSA				
Aquaid	Water/Cooler contract		239.25	
		VAT	47.85	£287.10

(d) Debit Card Payments – July 2023

July Debit Card

05.07.23	Reliable Skip	Skip Hire	£246.40
06.07.23	Garden Machinery	Hedge Trimmer	£589.00
10.07.23	Amazon Prime	Monthly Membership	£8.99
11.07.23	Eventbrite	Councillor Training	£19.20
12.07.23	Eventbrite	Councillor Training	£84.00
12.07.23	Eventbrite	Councillor Training	£60.00
13.07.23	Europarts	Tractor parts	£99.67
13.07.23	Eventbrite	Councillor Training	£120.00
13.07.23	Rico Europe	Tractor parts	£62.40
13.07.23	Bunches	Thank you Flowers	£18.57
19.07.23	Bathroom Cellar	Tractor gasket	£14.45
21.07.23	Amazon	Cleaning & consumables	10.99
24.07.23	Amazon	Cleaning & consumables	£24.46
25.07.23	Amazon	Cleaning & consumables	£5.98

(e) CCLA Dividend at 30/06/2023

(f) KCC – Internal Audit 2023/24 – Work Programme [for noting]

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

11. **REPORT FROM NEIGHBOURHOOD POLICING TEAM** [if available]

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

(a) Plans Received for Comment

TM/23/01380/TPOC - 48 Acorn Grove Ditton Aylesford Kent ME20 6EW

T1 Ash Tree - Raise lower crown to 8 metres. Reduce crown by 25% approximately, 3 to 4 metres or to previous reduction points and major deadwood. Standing in Woodland W1 of Tree Preservation Order

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/23/01380/TPOC>

TM/23/01467/WAS - Unit 4 Invicta Park New Hythe Lane Larkfield Aylesford Kent ME20 7FG

Consultation by KCC: Details of the design of the roof structure(s) constructed over the covered storage bays pursuant to Condition (4) of planning permission TM/22/942 for a metal recycling facility

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/23/01467/WAS>

TM/23/01478/RD - Development Site South Of Brampton Field Between Bradbourne Lane And Kiln Barn Road Ditton Aylesford Kent

Details of Condition 18 (Surface water drainage scheme) submitted pursuant to planning permission TM/18/02966/OA (Outline Application: Development of the site to provide up to 300 dwellings (Use Class C3) and provision of new access off Kiln Barn Road. All other matters reserved for future consideration)

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/23/01478/RD>

TM/23/01500/FL - 427 London Road Ditton Aylesford Kent ME20 6DB

Demolition of existing conservatory and single storey rear lean to extension. Replace conservatory with a single storey rear extension forming new dining room. New windows and doors as shown on the drawings

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/23/01500/FL>

(b) Date sensitive application dealt with under delegated power

East Malling Research Station New Road East Malling West Malling Kent
Prior Agricultural Notification: Demolish existing agricultural building and replace with modern functional agricultural building

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/23/01481/AGN>

NO COMMENT

(c) Plans dealt with by TMBC Area 3 Committee

TM/22/02410/RD - Unit 1 Gill Close Panattoni Park Aylesford Kent ME20 7XL

Details of condition 12 (contamination Remediation Verification Report) 18 (Drainage Verification Report) relating to unit 1 only pursuant to planning application 18/01820/OAEA Outline Application: Hybrid planning application for the following development: 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 12 July 2023

TM/23/01254/TNCA - Land At Bradbourne Lane Ditton Aylesford Kent

T1 (applicants reference) - Sycamore - Reduce western side of sycamore back to the boundary of 54 Bradbourne Lane, and cut back from telephone lines

No Objection on 12 July 2023

TM/23/01166/AT - Aylesford Newsprint Bellingham Way Larkfield Aylesford Kent

1 x non-illuminated wordmark sign on each elevation of the property (north, east, south and west) and non-illuminated signs on the southern elevation, together with the installation of non-illuminated signs across the site

Approved on 27 July 2023

- (d) Ditton Edge [Orchard Mill] [update if available]
- (e) Bradbourne Development [update if available]
- (f) Delegation of Planning Comments during August Recess
- (g) KCC Cllr Kennedy – Highway Visits Update – circulated
- (h) TMBC Planning Policy Consultations – Regulation 18 Local Plan [circulated]
- (i) S.106 Projects [update if available]
- (j) Ticket Office Consultation [Cllr Waters suggested response, *herewith*]

13. **COMMUNITY CENTRE 50 YEAR ANNIVERSARY**

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

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.

15. **STAFF MATTERS**

Confidential Memorandum

16. **INSURANCE MATTER**

17. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 15 minutes to permit members of the public to raise any items for the Council’s attention, however, due to the confidential nature of some of the items of business parts of the meeting will exclude the press and public in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50.