

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON **MONDAY 4th DECEMBER 2023**

PRESENT: CLLRS. N NEWMAN [CHAIRMAN], M J PORTER [VICE-CHAIR], MRS J DEARDEN, A LAIDOUCI, A R MULCUCK, MRS A THROSSELL & D ADLINGTON, MRS L COX, J COX, D MARKHAM & A WATERS
MRS N GREENAWAY [CLERK OF THE COUNCIL]

288. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

289. **APOLOGIES FOR ABSENCE**

Apologies were received from Borough Cllrs Cannon, Hammond and Williams.

290. **DECLARATION OF INTERESTS**

There were no declarations of interest.

291. **CASUAL VACANCIES**

NOTED that no enquiries had been received.

292. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 6th NOVEMBER 2023**

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

293. **MATTERS ARISING**

There were no matters arising.

294. **MINUTES OF MEETINGS HELD DURING NOVEMBER 2023**

(a) Community Centre Committee, Monday 13th November 2023

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

(b) Open Spaces and Amenities Committee, Monday 27th November 2023

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

295. **CORRESPONDENCE**(a) For Noting

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

KALC: Newsletter – November 2023
AGM November 2023

SLCC: The Clerk November 2023

(b) For Decision

Flood@kent: Consultation
Agreed to re-visit in January.

Citizens Advice: Video Advice Opportunities
It was suggested the Youth Centre might be a possible venue to offer for this service. More information will be obtained.

296. **FINANCE**(a) Payments to be Ratified

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

November Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£37,673.71</i>
	<i>Net</i>	<i>£25,879.11</i>

November Deposit Refunds

03.11.23	Oaken Hall 03.11.23	£59.25
08.11.23	Carman Room 04.11.23	£50.00
09.11.23	Oaken Hall 05.11.23	£100.00
14.11.23	Oaken Hall 01.09.23	£62.25
29.11.23	Carman Room 10.11.23	£50.00

Imprest Payments

23.10.23	Costco Membership	£26.40
----------	-------------------	--------

Accounts (approved and paid 28.11.23)

Community Centre				
Appliance Services	Washing Machine repair		145.00	£145.00
KCS	Cleaning & Consumables		170.61	£294.95
			75.18	
		VAT	49.16	
Capital	Cleaning & Consumables		11.54	£421.40
			157.91	
			181.72	
		VAT	70.23	
Envirocure	Legionella Testing		88.75	£106.50
		VAT	17.75	

S & J Cleaning	Cleaning Supplies		68.10	
		VAT	13.62	£81.72
Bar				
TMBC	Premises Licence		360.00	£360.00
Kent & Sussex	Bar Stock		746.16	
		VAT	580.43	
			254.34	£1,580.93
Aerial Solutions	Reposition of Aerial		910.00	
		VAT	182.00	£1092.00
Kent Asphalt	Roof Repairs		350.00	
		VAT	70.00	£420.00
Stacey Music Systems	New sound system		1790.00	
		VAT	358.00	£2,148.00
Lansdell	Bar Stock		217.91	
			47.12	
			138.58	
			75.13	
			192.11	
			137.15	
			(4.95)	
		VAT	143.58	£946.63
All Chilled	Equipment Servicing		384.00	
		VAT	76.80	£460.80
KBC	Boiler Repair		180.00	
		VAT	36.00	£216.00
F&A				
Aquaid	Water Cooler		82.98	
		VAT	16.60	£99.58
OSA				
Ark Trading	Uniform		159.81	
		VAT	31.96	£191.77
1 st A Pest Control	Pest Control		240.00	
		VAT	48.00	£288.00
Travis	Consumables		42.60	
			46.81	
			71.00	
		VAT	32.08	£192.49

(b) Direct Debits Paid During November 2023**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**November Direct Debits**

01.11.23	O2	Mobile Phone	£18.85
01.11.23	TMBC	Business Rates	£349.00
02.11.23	Carlsberg	Bar Stock	£187.20
02.11.23	HMRC	Gaming Machine Duty	£238.48
07.11.23	Rentokil	Washroom Services	£179.85
07.11.23	Carlsberg	Bar Stock	£356.71
08.11.23	Commercial Services	Gas Supply	£660.00
08.11.23	SKY	Sky Sports	£405.48
08.11.23	Carlsberg	Bra Stock	£365.45

14.11.23	Carlsberg	Bar Stock	£375.26
14.11.23	FDMS	Card Charges	£343.98
15.11.23	Bankline	Bank Charges	£39.61
15.11.23	Safety Effect	H&S	£114.00
15.11.23	Commercial Services	Electricity Supply	£61.22
15.11.23	DHFE	Till Rental	£369.60
15.11.23	Paymentsense	Card Charges	£54.00
15.11.23	Carlsberg	Bar Stock	£1,062.56
16.11.23	Sage	Software subscription	£216.00
21.11.23	Hugo Fox	Website	£23.99
21.11.23	Carlsberg	Bar Stock	£1,298.52
23.11.23	Host My Office	IT Support	£404.16
24.11.23	BOC	Bar Gas	£126.32
27.11.23	Everflow	Water supply	£138.98
27.11.23	WEX	Fuelcard	£141.05
27.11.23	Focus	Telephone	£181.50
28.11.23	BT	BT Sports	£445.44
28.11.23	Veolia	Refuse Collection	£530.04
28.11.23	Carlsberg	Bar Stock	£2,013.65
28.11.23	NEST	Pension Contributions	£1,192.13
29.11.23	O2	Mobile Phone	£18.85

(c) BACs Payments made During November 2023**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**November BACS Payments (not previously listed)**

03.11.23	Mazars		£1,638.00
03.11.23	Andy Payne	Electrical work	£980.00
03.11.23	Kent & Sussex	Bar Stock	£460.21
03.11.23	RB Plumbing	Plumbing repairs	£354.13
09.11.23	Appliance Services	Washing Machine repair	£145.00
09.11.23	Kent & Sussex	Bar Stock	£696.52
10.11.23	L Sutton	Work wear reimbursement	£39.10
10.11.23	L Horley	Kilnarn entertainment	£220.00
15.11.23	KCC Pension	Pension contributions	£1,296.75
15.11.23	HMRC	PAYE/NI	£4,155.32
15.11.23	KD Drainage	Proforma drain repairs	£16,563.64
16.11.23	RB Plumbing	Plumbing repairs	£320.00
16.11.23	N Greenaway	Reimbursement	£11.75
16.11.23	Appliance Services	Washing Machine repair	£110.00
24.11.23	M Beautridge	Bar Services	£114.66

(d) Debit Card Payments made during November 2023**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**November Debit Card**

01.11.23	Timpson	Key Cutting	£9.00
----------	---------	-------------	-------

01.11.23	Amazon	Reflective Strips	£17.97
01.11.23	Screwfix	Workwear	£167.97
02.11.23	B&Q	Plants	£35.00
07.11.23	Screwfix	Bitumen	£20.99
08.11.23	Timpson	Key Cutting	£9.00
09.11.23	Amazon	Prime membership	£8.99
10.11.23	Screwfix	Air Compressor	£119.99
14.11.23	Bunches	Thank You flowers	£20.45
15.11.23	Screwfix	Tools	£49.99
15.11.23	Delight Flora	Thank you flowers	£12.98
20.11.23	First Aid 4 Less	First Aid supplies	£86.48
21.11.23	Delight Flora	Get Well Flowers	£16.38
21.11.23	Amazon	OSA Waste Bags	£34.46
23.11.23	Amazon	CC Consumables	£29.66
24.11.23	Regatta	Workwear	£47.10
24.11.23	Amazon	OSA Consumables	£13.99
27.11.23	Tesco	Bar Consumables	£187.40

(e) KCC Internal Audit – Report of Visit 14/11/2023

NOTED this had not yet been received.

(f) Date for F&A Full Estimates/Precept Meeting

It was agreed to hold the meeting on Monday 18th December at 1pm.

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

An invitation from KCC Cllr Andrew Kennedy for a Member of the Parish Council to attend a Community Meeting on 18th January here at Ditton Community Centre was **READ**. The Chairman said he could attend.

It was **NOTED** no Borough Councillors were available to attend the meeting and had sent apologies. Cllr Cannon had submitted the following written report, which was **READ**.

TMBC - CHIEF EXECUTIVE RETIRES

The long serving Chief Executive of TMBC Julie Bielby announced her retirement last month. Julie has served in various roles at TMBC since April 1984 and became Chief Executive in February 2013. Her final working day is 12th December and on the same day there will be an Extraordinary Full Council dealing with the arrangements for the position of Chief Executive. Adrian Stanfield who is currently Deputy Chief Executive will take on the role of Interim Chief Executive until Annual Council in May 2024. In the meantime there will be a process to follow in advertising the vacancy, shortlisting candidates and conducting interviews and tests with a view to the successful candidate taking over the role in May.

SEASONS GREETINGS

Your Borough Councillors Rob Cannon, Steve Hammond and Colin Williams take this opportunity of wishing you all a happy Christmas and peaceful New Year and look forward to seeing you again in 2024.

298. **REPORT FROM NEIGHBOURHOOD POLICE/KCC WARDEN**

It was **NOTED** that the KCC Community Warden would be leaving her role in Ditton in January. It was further **NOTED** that it was unlikely she would be replaced following the recent consultation on cutbacks to the service. Members agreed she would be greatly missed and a thank you gift should be purchased from the Chairman's Allowance.

299. **DATE SENSITIVE PLANNING, HIGHWAYS AND TRANSPORTATION MATTERS**(a) Plans for CommentTM/23/03021/TPOC - 71 Cherry Orchard Aylesford ME20 6QS

1 x Sycamore (marked by red cross on sketch plan and shown in applicants photo) - Reduce crown by 30% all over (height and spread). T8 of Tree Preservation Order

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

TM/23/03023/TPOC - 71 Cherry Orchard Aylesford ME20 6QS

1 x Sycamore (marked by red cross on sketch plan and shown in applicants photo) - Reduce crown by 30% all over (height and spread). T9 of Tree Preservation Order

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

TM/23/03150/FL – Vacant Plot Adjoining Site, 6 mills Road, Quarry Wood Ind Estate

A change of use application to permit a new use class of B2 (general industry) in addition to the existing permitted use class B8 (storage and distribution)

RESOLVED NO COMMENT.

The Chairman requested that an additional date sensitive application be considered:

TM/23/01920/FL – Cobdown Sports Grounds, Station Road, Ditton, Aylesford, Kent

Install new 1.8m high weld mesh fencing to the perimeter of the site area know as Webbs Field.

Members discussed the need for such a high fence and the impact it may have on the view across the playing fields. It was generally felt there was not a strong legal objection that could be made and that the view would not be a consideration as it is an "open mesh" fence. Two proposals were made and it was agreed to:

RESOLVED TO COMMENT THAT THIS COUNCIL IS SURPRISED SUCH A HIGH LEVEL OF FENCING IS REQUIRED TO PROTECT THIS SITE AS THE COUNCIL IS UNAWARE OF ANY SECURITY RISKS.

(b) Plans dealt with by Area 3 Committee

NOTED none received.

(c) TMBC – Changes to Parking Restrictions in Tonbridge & Malling

A consultation document from TMBC regarding changes to parking restrictions and charges which had previously been circulated, was read and discussed. Members were concerned the effect charging for parking in Larkfield, Martin Square and Aylesford, Baily Bridge, would have on local residents and businesses.

RESOLVED to respond giving this council's objections to introducing charges for car parking at these two locations as it will have a negative effect on the doctors surgery, the chemist and library along with other local businesses. It will also lead to increased parking on nearby residential streets so will have a wider impact of congesting local roads which are also a bus route.

It was also agreed to write to the Borough Councillors for their opinion on the proposed charges for parking.

(d) Bradbourne Proposal

It was noted that the independent planning consultant used so far had recently left the private practice but if further assistance was required a colleague would be able to assist.

300. **DRAFT MEETING TIMETABLE FOR 2023**

It was **NOTED** that this was not yet available.

301. **CHRISTMAS GET TOGETHER**

This was confirmed for Friday 8th December at 7.30pm in the Oaken Hall Bar Area,

302. **KILNBARN ROAD PLAYGROUND CHRISTMAS DAY**

It was **NOTED** that if there was no one available to open/close the park, then it would remain closed on Christmas Day.

303. **GAZETTE DELIVERY**

The Clerk advised the gazette would be back from the printers on Friday 8th December and asked if anyone could assist with delivery. She will arrange to get the gazettes to those that were able to assist and the rest would go round to the church for delivery by members of the congregation.

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.

304. **CONFIDENTIAL MEMRANDUM**

Confidential Memorandum Ref. 443 regarding increases to staff salaries was **NOTED**.

305. **CLOSURE**

The Chairman wished everyone a Merry Christmas and the meeting closed at 8.28pm.

Chairman
8th January 2024

