

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN **THE ACORN ROOM** AT DITTON COMMUNITY CENTRE ON **MONDAY 6th DECEMBER 2021**

PRESENT: CLLRS. J LOVER (CHAIRMAN), MRS J DEARDEN, MRS K DENNISON, A LAIDOUCI, A MULCUCK, M PORTER & MRS A THROSSELL.
 TMBC BOROUGH CLLR D COOPER
 MRS N GREENAWAY [Clerk of the Council]

244. **OPENING OF MEETING**

The Chairman opened the meeting at 7.00pm.

245. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllrs Mrs Godden and Newman. The previously notified reasonS for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.482. Apologies were also received from Borough Councillor Cannon and KCC Councillor Kennedy and KCC Warden Absolon.

246. **DECLARATION OF INTERESTS**

Cllrs Lover and Mrs Dearden declared personal interests in item 255(a), planning as applicants live close by to them respectively.

247. **CASUAL VACANCIES**

NOTED no enquiries had been received.

248. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 1st NOVEMBER 2021**

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

249. **MATTERS ARISING**

Cllr Mulcuck asked if appropriate comments had been submitted in response to the application at the former Aylesford Newsprint site and the Clerk confirmed they had. He also advised that he had been unable to do the reading at the Remembrance Service due to confusion over the correct text.

250. **MINUTES OF MEETINGS HELD DURING NOVEMBER 2021** [FOR CONFIRMATION & SIGNING]

(a) Personnel Committee, Monday 1st November 2021

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

(b) Planning Highways and Transportation Committee, Monday 15th November 2021

The minutes of the above meeting were presented by Cllr Laidouci and signed as a true record subject to the page and item numbers being amended to follow on from the previous meeting.

(c) Open Spaces and Amenities Committee, Monday 15th November 2021

The minutes of the above meeting were presented by Cllr Mrs Dennison and signed as a true record subject to the page and item numbers being amended to follow on from the previous meeting. Cllr Mrs Throssell asked why the barricade and chestnut fence had not yet been removed. The clerk will check up on this. Cllr Mulcuck commented on the new noticeboards and said there was still no board at Bradbourne Lane. It was noted that these recent ones were replacements for damaged boards, not new boards in new locations.

251. **CORRESPONDENCE**

(a) For Noting - emailed where possible and circulated to those that requested.

NALC: Chief Executive's Bulletins

KALC: T&M Area Meeting Minutes 21/10/21- next meeting 09/12/21
KALC News

TMBC PPP: Future Agenda Items

Local Councils: Update December 2021

Clerks & Councils: Direct November 2021

Heart of Kent Hospice: Collection Tin Donation thank you

Salus: Update on youth centre opening

(b) For Decision

Thwaites family: Request for Memorial Bench

An email detailing Cllr Mrs Thwaites wish to have a bench on the village green was **READ**.

Members agreed that this would be a lovely tribute to Jane.

Discussion took place on the type of bench, location and whether the council should pay for/contribute to the cost of the bench.

RESOLVED the majority of members agreed the council should contribute in some way but the Clerk should check the family's intentions first.

Kent Air Ambulance: Talk Advertisement

It was noted that the Air Ambulance can visit to give very interesting talks about their work.

RESOLVED to enquire about a talk at the next annual parish meeting.

KALC: Climate Change Conference
NOTED.

252. **FINANCE**(a) Payments to be Ratified**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**November Payroll Summary**

| | | |
|----------------|--------------|-------------------|
| <i>Monthly</i> | <i>Gross</i> | <i>£21,363.49</i> |
| | <i>Net</i> | <i>£16,814.85</i> |

November Accounts (approved and paid 29.11.21)

| | | | | |
|------------------|---------------------------|-----|---------|-----------|
| Community Centre | | | | |
| Castle Water | Community Centre Water | | 519.96 | |
| | | VAT | 104.00 | £623.96 |
| Capital | Cleaning consumables | | 194.51 | |
| | | VAT | 38.90 | £233.41 |
| Edison Swan | Electrical repairs | | 110.00 | |
| | | VAT | 22.00 | £132.00 |
| Envirocure | Legionella testing | | 48.33 | |
| | | | 68.33 | |
| | | VAT | 23.34 | £140.00 |
| Bar | | | | |
| Lansdell | Bar Stock | | 125.68 | |
| | | | 133.63 | |
| | | | 146.15 | |
| | | | 4.75 | |
| | | | 69.64 | |
| | | VAT | 91.91 | £571.76 |
| Kent & Sussex | Bar Stock | | 1406.65 | |
| | | VAT | 281.36 | £1,668.01 |
| TMBC | Premise Licence | | 360.00 | £360.00 |
| All Chilled | Equipment Service | | 330.00 | |
| | | VAT | 66.00 | £396.00 |
| F&A | | | | |
| Aquaid | Water Cooler | | 26.97 | |
| | | VAT | 5.39 | £32.36 |
| KCS | Stationary | | 105.60 | |
| | | VAT | 15.46 | £121.06 |
| OSA | | | | |
| N Saunders | Bedding Plants | | 8.80 | £8.80 |
| Castle Water | NRRG Water | | 29.51 | |
| | | VAT | 5.90 | £35.41 |
| Castle Water | Kilbarn Recreation Ground | | 482.14 | |
| | | | (58.62) | |
| | | VAT | 84.70 | £508.22 |
| P&L Services | Kubota repairs | | 1624.04 | |
| | Kubota service | | 232.30 | £1,856.34 |

November Deposit Refunds

| | | |
|----------|----------------------------|--------|
| 29.10.21 | Cancelled booking 29.01.22 | £50.00 |
| 03.11.21 | Carman Room 23.10.21 | £50.00 |

| | | |
|----------|---------------------------------------|---------|
| 04.11.21 | Carman Room 30.10.21 | £50.00 |
| 05.11.21 | Oaken Hall 31.07.21 | £50.00 |
| 05.11.21 | Carman Room 25.09.21 | £50.00 |
| 05.11.21 | Oaken Hall 29.09.21 | £50.00 |
| 11.11.21 | Carman Room 31.10.21 | £50.00 |
| 17.11.21 | Cancelled booking Oaken Hall 28.12.21 | £155.00 |

November Imprest Payments

| | | |
|----------|----------------------------------|--------|
| 09.11.21 | Costco membership | £26.40 |
| 22.11.21 | British Lung Foundation donation | £50.00 |

(b) Direct Debits Paid During November 2021

RESOLVED the following direct debits be **ACCEPTED** and **APPROVED**:-

| | | | |
|----------|---------------------|-----------------------|---------|
| 29.10.21 | NCS | Equipment Rental | £26.57 |
| 29.10.21 | NCS | Telephone charges | £45.98 |
| 01.11.21 | O2 | Mobile phone | £21.94 |
| 01.11.21 | TMBC | Business Rates | £442.00 |
| 03.11.21 | FDMD | Card Charges | £7.00 |
| 04.11.21 | HMRC | Gaming Machine Duty | £44.57 |
| 08.11.21 | WEX | Fuelcard | £57.93 |
| 08.11.21 | Rentokil Initial | Washroom Services | £239.57 |
| 09.11.21 | Sky | Sky TV | £450.00 |
| 11.11.21 | Commercial Services | Gas supply | £202.06 |
| 12.11.21 | FDMS | Card charges | £188.02 |
| 15.11.21 | Bankline | Monthly charges | £44.43 |
| 15.11.21 | Safety Effect | H&S | £114.00 |
| 15.11.21 | DHFE | Till rental | £399.60 |
| 15.11.21 | Paymentsense | Card charges | £54.00 |
| 16.11.21 | Sage | Monthly subscription | £153.00 |
| 18.11.21 | Commercial Services | Carpark lighting | £35.66 |
| 22.11.21 | EDF | Street lighting | £97.13 |
| 22.11.21 | Heineken | Bar Stock/services | £833.87 |
| 25.11.21 | Host My Office | IT Support | £350.40 |
| 25.11.21 | BOC | Bar Gas | £107.10 |
| 26.11.21 | Nest | Pension contributions | £354.71 |
| 26.11.21 | Paymentsense | Card charges | £95.76 |
| 29.11.21 | WEX | Fuelcard | £100.09 |
| 29.11.21 | BT | BT Sports | £390.16 |
| 29.11.21 | Veolia | Refuse Collection | £327.48 |
| 30.11.21 | NCS | Equipment Rental | £26.57 |
| 30.11.21 | NCS | Telephone charges | £41.22 |

(c) BACs Payments made During November 2021

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

November BACS Payments (not previously listed)

| | | | |
|----------|------------------|-------------------|-----------|
| 01.11.21 | Kent & Sussex | Bar Stock | £649.74 |
| 04.11.21 | N Greenaway | Reimbursement | £15.25 |
| 04.11.21 | S Craig | Reimbursement | £7.91 |
| 09.11.21 | Kent & Sussex | Bar Stock | £1,476.99 |
| 15.11.21 | KCC Pension | Monthly pension | £1,822.57 |
| 15.11.21 | HMRC | Monthly PAYE/NI | £3,137.51 |
| 15.11.21 | Kent & Sussex | Bar Stock | £1,214.03 |
| 17.11.21 | Capital cleaning | Cleaning supplies | £375.19 |
| 17.11.21 | S Craig | Reimbursement | £13.50 |
| 19.11.21 | Kent & Sussex | Bar Stock | £1,221.20 |
| 19.11.21 | Aylesford Tyre | Puncture repair | £17.10 |
| 24.11.21 | N Greenaway | Reimbursement | £34.50 |
| 26.11.21 | M Lancley | Bar Disco | £150.00 |

(d) Debit Card Payments – November 2021

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

| | | | |
|----------|--------------------|--------------------------|---------|
| 03.11.21 | Cash | Petty Cash reimbursement | £200.00 |
| 04.11.21 | Much Loved | Donation – B Matthews | £30.00 |
| 04.11.21 | Katies Florist | Remembrance flowers | £50.00 |
| 04.11.21 | DVLA | Vehicle Road Tax | £275.00 |
| 09.11.21 | Health & Wellbeing | Training Course | £60.00 |
| 11.11.21 | TLC | Light bulbs | £75.00 |
| 12.11.21 | Zoom | Monthly subscription | £11.99 |
| 16.11.21 | Argos | Replacement Hoover | £99.99 |
| 19.11.21 | Electrolux | Tumble Dryer part | £12.99 |
| 25.11.21 | Wilko | Bar Xmas Decorations | £80.50 |
| 26.11.21 | SLCC | Subscription | £234.00 |

(e) Date for F&A Estimates Meeting

Wednesday 15th December at 7.00pm in the Council Chamber was agreed as the date for this meeting.

It was **NOTED** that the Christmas Dance had to be cancelled and that a small cancellation compensation fee should be paid to the band when they are paid for the New Year's Eve Dance. Cllr Porter agreed to be MC at the New Year's Dance.

253. **REPORTS FROM BOROUGH & COUNTY COUNCILLORS****PLANNING**

The November meeting of the Area 3 Committee was cancelled due to the lack of substantive business, the next meeting has been postponed until 6th January 2021.

One development that is in the pipeline is that for Broadwater Farm. Because the application straddles Area 2 and 3 planning committees patches, the legal team is studying the constitution to decide whether one committee is able to make a decision and then pass it to the other for ratification, or whether a joint area 2 and 3 meeting should be held to decide the application.

LOCAL PLAN

Work on revising and redrafting the Local Plan continues and has reached the call for sites phase. The Council is using new software that is able to analyse every piece of land submitted for consideration and provide an instant assessment as to its suitability for development. This will take into account factors such as whether it is a brownfield site which would increase its suitability, or a green belt site that would rule out its suitability. It is hoped this will speed up the process as officers will no longer need to visit every site to make these assessments in person.

LOCAL POLITICS

BOROUGH COUNCIL REVIEW

The final consultation on the Local Government Boundary Commission's proposals for rewording TMBC's boundaries has a few more days to run. The current proposal is that Ditton ward will no longer be a two-member ward but will merge with the current Aylesford South ward and be renamed Aylesford South and Ditton and this will be a three-member ward. The Borough Council will end up with a total of 44 councillors, down from the current 54 councillors. TMBC's General Purposes Committee meets tomorrow night to discuss the LGBCE's proposals and this will be followed by a full Council meeting to approve TMBC's draft response. LGBCE has made a number of changes to the initial proposal by the Council, the majority of which have been accepted. There remain concerns about the rewording of two wards in south and central Tonbridge to which alternative proposals have been made that meet the Boundary Commission's criteria but which give greater local cohesion. TMBC also has minor concerns with some of the proposed ward names which have become long-winded.

BY ELECTIONS

There will be three by-elections held on 9th December. These are for Castle, Kings Hill and West Malling & Leybourne wards following the resignation of councillors for residency or personal reasons.

WASTE COLLECTION

Refuse, dry recycling and food waste collections continue to be collected as normal across the borough. The Saturday Freighter and garden waste collections remain suspended until further notice. The one-off free garden waste collection is nearing its completion and the TMBC Friday collections should start on 20th December and hopefully be completed by Christmas. Residents will not be charged for this collection and when the garden waste service does restart, they will have their contracts extended for the entire period it has been withdrawn since July 2021. TMBC has asked Urbaser to provide a plan for the full reinstatement of garden waste services and will require evidence and assurance that the plan is sound and sustainable. The Street Scene and Environmental Services Advisory Board recently rejected the officers' plan to increase the garden waste subscription to £42 as it was felt this would send entirely the wrong message to residents who would feel that they would be paying even more for service they don't receive.

The pilot recycling collection from flats in Tonbridge has been successful with only minor problems which have been addressed as they occurred. Some extra publicity to residents in flats, managing agents etc will hopefully bring recycling rates from these properties up to those achieved in the rest of the Borough. The recycling from the remainder of flats in the Borough will be phased in from January and should be completed in March.

Following pressure from Councillors, the waste services team now sends us all a weekly update on how the waste contract is performing. There are also regular updates on the TMBC Website, usually weekly but more often if the situation requires it.

OTHER

The proposed parking charges for the car parks in Snodland, Martin Square and Aylesford have been dropped and these car parks will remain free to use, albeit with the existing time limitations.

While not affecting Ditton, you will be aware that TMBC has withdrawn support of public conveniences across the borough and town and parish councils were invited to take up the responsibility. West Malling PC initially refused to do this, but I understand that it has now come to an agreement with TMBC that will see the public toilets there reopened.

I have spoken to the Manager of K Sports regarding the use of their car park by Amazon. K Sports has taken a huge financial hit due to the pandemic and has unfortunately had to lay off a number of employees. Sports fixtures are not yet back to pre-pandemic levels. Those that are made are often cancelled because one or two of the players have had a positive covid test. The management is trying to tread a fine line between being a profitable business and providing affordable sports facilities for the local population. The current Amazon contract is enough to allow the club to remain solvent but it is due to end at the end of January. Whether it will be renewed in the new year remains to be seen. Marshals are employed to release vans onto Station Road in batches and they are told to turn left. The vans used to turn around in Bellingham Way but as that is now closed while the Panettoni project is developed and some of the drivers are using Priory Grove to turn around. This is not condoned by K Sports or Amazon but once the drivers are on the highway any traffic infractions become a police matter. It is in the best interest of everyone that K Sports remains a viable concern not only because it provides good sports facilities but if it fails and is closed down, the future of the site would be uncertain and would likely become a magnet for travellers.

Finally Rob and I wish you all a very Happy Christmas with our hopes that the pandemic restrictions we currently have are lifted as soon as possible.

The Clerk asked Cllr Cooper about the email from a resident concerned about parking on the grass. He replied that this was likely because of the car parks being full but there was little that could be done as it was private land.

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

NOTED no report available.

255. **DATE SENSITIVE PLANNING, HIGHWAYS AND TRANSPORTATION MATTERS**

(a) Plans for Comment

TM/21/02685/FL - 33 St Peters Road Ditton Aylesford Kent ME20 6PJ

Part one/part two storey side extension and new rendering

RESOLVED This council has no objection to this application subject to the provision of an additional soakaway to protect the neighbouring property from flooding, as per the neighbours comments submitted.

TM/21/02830/FL - 40 Station Road Ditton Aylesford Kent ME20 6AY

Single storey side and rear extension and removal of existing detached

RESOLVED This council has no objection to this application.

TM/21/02878/FL - 22 Woodlands Road Ditton Aylesford Kent ME20 6DU

Demolition of single storey side extension and erection of single storey two bedroom bungalow with parking

RESOLVED This council has no objection to this application subject to an amendment to the times for deliveries. Woodlands Road is extremely busy during the school drop off/collection times so this council would like to see a restriction that no construction or delivery vehicles be permitted between 8am-9am and 2.30pm-3.30pm.

TM/21/02947/FL - 6 Cedar Close Ditton Aylesford Kent ME20 6EN

Demolition of existing conservatory. Rear single storey flat roof extension to replace existing conservatory. Changes to the internal layout to produce an open plan living area

RESOLVED This council has no objection to this application.

TM/21/02996/FL - 42 Blackthorn Drive Larkfield Aylesford Kent ME20 6NR

Demolition of existing garage. Construction of a single storey extension to rear and two storey side extension with single storey garage

RESOLVED This council has no objection to this application.

TM/21/02973/TPOC - 78 Acorn Grove Ditton Aylesford Kent ME20 6EW

Works to pollard a Chestnut Tree by 4-5m

RESOLVED This council has no objection to this application.

TM/21/03035/TPOC - 659 London Road Ditton Aylesford Kent ME20 6DJ

Removal of Chestnut tree

RESOLVED This council has no objection to this application subject to the TMBC Tree Officer's approval.

TM/21/03072/FL - 60 Cobdown Close Ditton Aylesford Kent ME20 6SZ

Proposed demolition of existing garage and outbuilding and construction of two storey side extension and single storey rear extension

RESOLVED This council has no objection to this application.

TM/21/03100/LDP - 26 Fernleigh Rise Ditton Aylesford Kent ME20 6BP

Lawful Development Certificate Proposed: Widen the dropped kerb already in situ

RESOLVED This council has no objection to this application.

(b) Plans dealt with by Area 3 CommitteeTM/21/02102/TPOC - 4 Streamside Ditton Aylesford Kent ME20 6SY

Works to prune a mixed hedge group located in the front of Sycamore tree, to fell an Elder, G1, to cut back in line with metal fence an Ivy group G2 and reduce height of Sycamore, T1, by 12ft leaving scaffold limbs

Approved on 10 November 2021

TM/21/02363/LDP - 15 Franklin Kidd Lane Ditton Aylesford Kent ME20 6FH

Lawful Development Certificate Proposed: Alterations to roofline incorporating a dormer window, 8 rooflights and two casement windows in gable ends

Certifies on 8 November 2021

TM/21/02525/LDP - 43 Ragstone Court Ditton Aylesford Kent ME20 6AJ

Lawful Development Certificate Proposed: demolition of existing conservatory and construction of single storey rear extension

Certifies on 12 November 2021

TM/21/02605/LDP - 46 Fernleigh Rise Ditton Aylesford Kent ME20 6BP

Lawful Development Certificate Proposed: Stationing of a mobile home within the residential curtilage of a dwellinghouse

Certifies on 23 November 2021

TM/21/02774/TNCA - East Malling Research Station New Road East Malling West Malling Kent

Tag 1361 Ash - dismantle to near ground level, T1386g Ash (3 semi mature trees in hedge next to moat) - Dismantle trees to near ground level

No Objection on 23 November 2021

256. **DRAFT MEETING TIMETABLE FOR 2021**

The draft meeting timetable for 2021 which had previously been circulated, was approved. However it was noted that there could be a couple of changes necessary to accommodate staff absences, but these would be dealt with nearer the time.

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

257. **CONFIDENTIAL MEMORANDUM**

Confidential Memorandum Ref: 420 was **READ** and agreed as a true record.

258. **BOUNDARY ISSUE**

A letter from the solicitor instructed by the neighbour of the residents that had recently replaced their boundary fence was **READ**. It was **NOTED** that the Clerk and Open Spaces Chair had visited the site and the residents had replaced the fence as agreed and they could not see any problems.

RESOLVED the Clerk will instruct a solicitor to review the letter and give advice on how to respond.

The Chairman moved that an additional item be considered:

A letter from Cllr Mrs Dennison was then **READ**. Cllr Mrs Dennison said she had taken the difficult decision to resign from the Council as she did not currently have sufficient time to fully commit to the role. She added that if in the future things change, she would like to return as she had enjoyed serving on the council very much. The Chairman spoke on behalf of all members and staff and said that she would be missed and would be very welcome to return in the future.

259. **CLOSURE**

The meeting closed at 8.16pm and everyone was wished a Happy Christmas.

