

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN **THE COUNCIL CHAMBER**
AT DITTON COMMUNITY CENTRE ON **MONDAY 4th JULY 2022**

PRESENT: CLLRS. J LOVER (CHAIRMAN), N NEWMAN [FROM 7.55PM], MRS J DEARDEN,
MRS G GODDEN, M J PORTER & MRS A THROSSELL
TMBC CLLRS D COOPER & R CANNON
MRS S CRAIG [BUSINESS ADMINISTRATOR]
MRS G JEFFS [OSA ADMINISTRATOR]

76. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

77. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllrs Mulcuck, Laidouci & Newman [for late arrival]. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.496.

78. **DECLARATIONS OF INTERESTS**

There were no declarations of interest.

The Chairman moved that the Borough Councillor's report be taken next:

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

Borough Cllr Rob Cannon reported on the following matters:

RECYCLING COLLECTIONS

This month see the full roll out of a regular recycling service to flats in Ditton. Residents will be able to sort their plastic, glass, metal and paper for collection from communal bin stores, rather than take it to public recycling banks. The roll-out to flats in the Borough should enable TMBC to retain its status as the top area in Kent for its recycling rates.

PARKING ACTION PLAN

As part of the Borough Council's phased approach to its Parking Action Plan, we are proposing changes to parking restrictions at a number of locations in the Borough. As this involves a change to the Council's On-street parking traffic regulation order there are consultations running on the changes from 8 July to 31 July, The main change in Ditton is the introduction of double yellow lines in Woodlands Road opposite Woodlands Parade to prevent obstructive parking and pavement parking.

LITTER

Despite our occasional litter picking endeavours litter remains a problem. We are urgently investigating ways to step up enforcement. By the time of our next report we hope to be able to announce some significant enhancements.

COMMUNITY SAFETY EVENT

The Community Safety Partnership will be running a Community Safety Stand in Ditton on Tuesday 6 September from 10am to 12 noon. There will be a representative from the TMBC as well as Kent Police and KCC available to talk about community safety issues and to hand out free crime prevention items.

PLANNING

David and I are meeting representatives from Panattoni on 11 July for a further briefing and site visit.

80. **CASUAL VACANCIES**

NOTED that a potential applicant's details had been circulated and that they had been invited to attend the next scheduled Full Council meeting on 1st August 2022.

81. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6TH JUNE 2022**

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

82. **MATTERS ARISING**

There were no matters arising.

83. **MINUTES OF MEETINGS HELD DURING JUNE 2022**

(a) For Confirmation and Signing

(i) Community Centre Committee, 13th June 2022

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

84. **CORRESPONDENCE**

(a) For Noting

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

KALC: KALC News May 2022

(b) For Decision

Resident: Traffic Issues Kilnbarn Road

An email from a resident with concerns about speeding traffic on the bend of Kilnbarn Road near Brampton Field was **READ** and the Clerk's response advising about previous requests for traffic calming **NOTED**. A further response to be sent to the resident advising that they should report their concerns to KCC Highways. The Council will also relay concerns about traffic when responding to St Modwen Homes, the developer of Ditton Edge.

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

<i>Monthly</i>	<i>Gross</i>	<i>£24,653.34</i>
	<i>Net</i>	<i>£17,647.38</i>

June Deposit Refunds

01.06.22	Carman Room 29.05.22	£50.00
01.06.22	Oaken Hall 27.05.22	£50.00
01.06.22	Oaken Hall 28.05.22	£84.00
06.06.22	Oaken Hall 26.04.22	£64.00
07.06.22	Oaken Hall 05.06.22	£50.00
07.06.22	Carman Room 05.06.22	£50.00
15.06.22	Oaken Hall 12.06.22	£100.00
15.06.22	Oaken Hall 15.06.22	£95.25
23.06.22	Carman Hall 12.06.22	£50.00

June Imprest Payments

07.06.22	National Allotment Society	£67.00
28.06.22	TMBC – Personal Licence	£37.00

June Accounts (approved and paid 15.06.22)

Community Centre				
1 st A Pest Control	Quarterly pest control		60.00	
		VAT	12.00	£72.00
Envirocure	TMV service		230.00	
	Legionella testing		48.75	
		VAT	55.75	£334.50
Capital	Cleaning Supplies		294.18	
			185.12	
		VAT	95.86	£575.16
Bar				
Lansdell	Bar Stock		73.31	
			143.81	
			65.65	
			637.06	
		VAT	171.74	£1,091.57
Goldstar	Uniform		248.56	
		VAT	49.71	£298.27
Glasdon	Little Bin		427.35	
		VAT	85.47	£512.82
F&A				
CPRE	Annual membership		36.00	£36.00
Aquaid	Water Dispenser		54.05	
		VAT	10.81	£64.86

KCS	Stationary Stationary Line Marking (OSA) Cleaning Supplies (CC)		146.94 25.99 75.60 122.93	
		VAT	74.30	£445.76
Aylesford Tyre	Van Tyre		183.33	
		VAT	36.67	£220.00
Commercial Services	Outstanding vehicle lease		4.15	
		VAT	0.83	£4.98
Triple A Events	Staging – Jubilee		1000.00	
		VAT	200.00	£1,200.00
OSA				
Dennis	Throttle Cable		34.58	
		VAT	6.92	£41.50
Eden Park	Line Marking		26.60	
		VAT	5.32	£31.92
Astra	Key Cutting		147.00	
		VAT	29.40	£176.40
NPS	Bedding Plants		75.00	£75.00

June BACS Payments (not previously listed)

01.06.22	Marks Magic	Jubilee	£220.00
01.06.22	S Craig	Reimbursement – Bar Stock	£28.00
06.06.22	Citizen Advice	Donation	£50.00
06.06.22	Kent & Sussex	Bar Stock	£1,880.67
10.06.22	Kent & Sussex	Bar Stock	£1,300.15
10.06.22	M Lancley	Kilnbarn Disco	£200.00
15.06.22	HMRC	PAYE/NI	£4,702.42
15.06.22	J Dowle Fencing	Fencing Deposit	£3,258.00
15.06.22	KCC Pension	Monthly contributions	£2,004.49
23.06.22	J Lover	Reimbursement – Bastille Day	£214.00
23.06.22	S Craig	Reimbursement – Eye Test	£130.00
23.06.22	M Craig	Jubilee	£218.50
27.06.22	Kent & Sussex	Outside Bar & Staff	£1,177.22
27.06.22	Eden Park	Pitch marking consumables	£63.84

(b) Direct Debits - Paid During June 2022

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

June Direct Debits

01.06.22	O2	Mobile Phone	£21.40
01.06.22	TMBC	Business Rates	£692.00
06.06.22	BT	Telephone Charges	£127.87
07.06.22	WEX	Fuelcard	£61.13
08.06.22	Sky	Sky Sports	£348.00
09.06.22	Kent Commercial Services	Gas/Electric supply	£829.69
13.06.22	Rentokil Initial	Washroom Services	£239.57
15.06.22	Bankline	Monthly Charges	£53.81
15.06.22	Safety Effect	H & S	£114.00

15.06.22	DHFE	Till Rental	£369.60
15.06.22	Paymentsense	Card Charges	£54.00
16.06.22	Sage	Monthly subscription	£172.68
16.06.22	FDMS	Card Charges	£227.14
20.06.22	BT	Telephone charges	£170.82
20.06.22	Heineken	Bar Stock	£6,807.94
23.06.22	Siemens	Telephone Lease	£188.46
23.06.22	Host My Office	Computer Support	£350.40
24.06.22	BOC	Bar Gas	£174.49
27.06.22	WEX	Fuelcard	£126.88
27.06.22	NEST	Pension contributions	£673.89
28.06.22	BT	BT Sports	£390.16
28.06.22	Veolia	Refuse collection	£506.04
29.06.22	O2	Mobile Phone	£21.01
30.06.22	NCS	Equipment Hire	£26.57
30.06.22	NCS	Telephone Charges	£43.06

(d) Debit Card Payments – June 2022**June Debit Card**

06.06.22	Tesco	Bar Stock	£74.53
08.06.22	Amazon	Notice Board	£76.95
14.06.22	Express Gift Services	Get Well gift	£26.99
15.06.22	Halfords	Machine parts	£9.98
15.06.22	Blaydon Communications	Replacement microphone	£106.80
28.06.22	LS Engineering	OSA Parts	£12.62

(e) Internal Audit [Final Visit 2021/22]

A report of the Final Visit for 2021/22 was CIRCULATED and READ. It was **NOTED** that this visit focussed on the Annual Return, progress on previous issues raised [mostly resolved], S.137 payments, Risk Assessments, VAT and Assets.

86. **REPORT FROM NEIGHBOURHOOD POLICING TEAM**

NOTED no report was available.

87. **DATE SENSITIVE PLANNING & HIGHWAYS MATTERS**(a) Plans Received for Comment

TM/22/01139/FL - 35 St Peters Road Ditton Aylesford Kent ME20 6PJ
Demolition of existing conservatory and erection of new conservatory
RESOLVED NO OBJECTION

(b) June Applications dealt with under delegated power

The following applications dealt with under delegated power during June were **READ** and **NOTED**:

TM/22/01171/FL 8 Bell Lane, Ditton, Aylesford, Kent, ME20 6BT
Single Storey rear extension and associated changes to internal layout.
RESOLVED NO OBJECTION

TM/22/01124//FL Unit 1 Invicta Park, New Hythe Lane, Larkfield, Aylesford, Kent, ME20 7FG

Application to retain the in use of generator units, fencing and safety barrier for continuous use for the period until June 2023 to support the installation of a conveyor belt internally within the building.

RESOLVED NO OBJECTION as currently there and there is no concern from environmental health or environment agency.

TM/22/01166//PDVLR 7 Acorn Grove, Ditton, Aylesford, Kent, ME20 6EJ

Prior notification for residential extension (part 1 class A) remove existing garage and erection of a single storey rear extension to a depth of 3.3m, maximum roof height of 2.8m and eaves height of 2.8m

RESOLVED NO OBJECTION subject to the following:

That the removal of the garage doesn't result in any damage to number 5's garage which is built alongside at the boundary edge.

The build on existing patio area would not have significant light issue to number 9.

TM/22/01186/RD Aylesford Newsprint Bellingham Way, Larkfield, Aylesford, Kent

Details of Condition 20 (Ditton Stream Biodiversity Enhancement Strategy) submitted pursuant to planning permission TM/20/01820/OAEA (Outline 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)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.

RESOLVED This Council supports the comments made by East Malling & Larkfield Parish Council dated 21.06.2022.

(c) Decisions from TMBC Area 3 Committee

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

TM/21/01600/FL	Detached three bedroom house APPLICATION WITHDRAWN 02/07/2022	Land parcel northeast of 15 Station Road
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(d) Ditton Edge

It was **NOTED** that a letter from Savills had been reviewed along with other new information newly available on TMBC's website and that this would be discussed at the next planning meeting.

88. **REMEMBRANCE DAY PARADE** [approval to hold, apply for road closures etc]

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

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

There were no matters arising.

The Business Administrator asked if a date sensitive item could be considered.

RESOLVED to accede to this request.

90. **REQUEST FROM NHS TO HOLD ‘POP UP’ HEALTH & WELLBEING CHECKS**

A request by the NHS for the Malling Area to hold to sessions for health and wellbeing checks in the car park on 19th July and 2nd August was **READ**.

RESOLVED to accede to this request.

91. **CLOSURE**

The meeting closed at 7.55pm.

Chairman
1st August 2022

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.

