

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 4th DECEMBER 2023** AT 7.30PM

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

(Mrs) Nicola Greenaway
Clerk of the Council

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29th November 2023

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATION OF INTERESTS**
4. **CASUAL VACANCIES**
5. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 6th NOVEMBER 2023**
6. **MATTERS ARISING**
7. **MINUTES OF MEETINGS HELD DURING NOVEMBER 2023** [FOR CONFIRMATION & SIGNING]
 - (a) Community Centre Committee, Monday 13th November 2023
 - (b) Open Spaces and Amenities Committee, Monday 27th November 2023
8. **CORRESPONDENCE**
 - (a) For Noting

KALC:	<u>Newsletter – November 2023</u> <u>AGM November 2023</u>
SLCC:	<u>The Clerk November 2023</u>

(b) For Decision

Flood@kent: Consultation

Citizens Advice: Video Advice Opportunities

9. **FINANCE**

(a) Payments to be 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
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Accounts (approved and paid 28.11.23)

Community Centre				
Appliance Services	Washing Machine repair		145.00	£145.00
KCS	Cleaning & Consumables		170.61	
			75.18	
		VAT	49.16	£294.95
Capital	Cleaning & Consumables		11.54	
			157.91	
			181.72	
		VAT	70.23	£421.40
Envirocure	Legionella Testing		88.75	
		VAT	17.75	£106.50
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	
			580.43	
		VAT	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

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

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

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 [if available]

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

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

Request from KCC Cllr Kennedy re attendance at Community Group meeting.

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

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

(a) Plans for Comment

TM/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

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

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)

(b) Plans dealt with by Area 3 Committee

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

(d) Bradbourne Proposal [update if available]

13. **DRAFT MEETING TIMETABLE FOR 2023** [if available]

14. **CHRISTMAS GET TOGETHER**

15. **KILNBARN ROAD PLAYGROUND CHRISTMAS DAY**

16. **GAZETTE DELIVERY**

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.

17. **CONFIDENTIAL MEMRANDUM**

18. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 17 minutes to permit members of the public to raise any items for the Council's attention, however, because of the confidential nature of the some of the items on this Agenda, in accordance with Standing Orders 27 & 50, parts of this meeting will exclude the Press and Public.