

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 2nd FEBRUARY 2026

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

377. OPENING OF MEETING

The Chairman opened the meeting at 7.30pm.

378. APOLOGIES

Apologies were received from TMBC Cllr Rob Cannon.

379. DECLARATION OF INTERESTS

Cllr Mulcuck declared a personal interest in item 386(g) Charitable Donations, as he is a member of Ditton Heritage Centre.

380. CASUAL VACANCIES

It was **NOTED** that the statutory period had expired in which an election could be called and the Council could now fill the vacancy, that had arisen from the recent resignation, by co-option. It was **NOTED** there were now two vacancies. The Clerk advised she had received an enquiry and sent out some information but the enquirer had not yet come back to her.

The Clerk reported that at a recent F&A Meeting [08/11/25, Page 128, Item 321(a)] a draft Co-option Policy/Procedure and Application that could be given to prospective new council members was considered and some additional wording agreed. Drafts of these documents were circulated.

RESOLVED to approve and adopt the Co-option Policy/Procedure and Application Form and that these be given to anyone applying to join the council via co-option.

381. CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 5TH JANUARY 2026

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

382. MATTERS ARISING

There were no matters arising.

383. **MINUTES OF COMMITTEE MEETINGS HELD DURING JANUARY 2026**(a) Finance and Administration Committee, 5th January 2026

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

(b) Community Centre Committee, 12th January 2026

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

The Clerk advised that there was not a substantive amount of business to call a Community Centre Committee Meeting in February. Members agreed not to hold the Community Centre Committee Meeting scheduled for the following Monday.

(c) Planning, Highways and Transportation Committee, 19th January 2026

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

(d) Open Spaces and Amenities Committee, 19th January 2026

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

384. **MEETING DATE CHANGES FOR MARCH**

It was **NOTED** that TMBC had called Area 3 and Area 2 Planning Meetings for Monday 9th March and that the Bradbourne Application would be considered at these meeting therefore, the Chair and Vice-Chair of Planning would need to attend this meeting. It would therefore be preferable to change the date of the March PC meeting scheduled for the same date. It was suggested it could be moved to the same day as the next Community Centre Committee Meeting.

RESOLVED to hold the next Community Centre Committee Meeting on 16th March at 7.00pm to be followed by a Full Council meeting at 7.30pm.

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

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

Ditton Twinning Association: Minutes of Meeting 6th January 2026

KALC: Newsletter January 2026
Update Bulletin

SLCC: The Clerk Magazine November 2025 & January 2026

Clerks & Councils: Direct January 2026

Royal British Legion: Poppy Appeal Contribution Thank You

Spadework: Community Collaboration

(b) For Decision

TMBC: East Peckham Parish Council designation of Neighbourhood Plan Area
READ and NOTED.

386. **FINANCE**(a) Accounts For Payment

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

January Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£30,410.08</i>
	<i>Net</i>	<i>£22,312.75</i>

Accounts (approved and paid 23.01.26)

Community Centre				
KCS	Cleaning & Consumables		138.47	
			3.95	
			115.84	
		VAT	51.65	£309.91
TH Electrical	Hand dryer		184.00	
	Electrical inspection work		1020.00	
		VAT	240.80	£1,444.80
Envirocure	Legionella Monitoring		48.75	
		VAT	9.75	£58.50
Bar				
BSS Stocktaking	Stocktake		150.00	£150.00
Kent & Sussex	Bar Stock		529.98	
		VAT	728.70	
			251.75	£1,510.43
Lansdell	Bar Stock		93.52	
			141.84	
		VAT	45.08	£280.44
F&A				
WJ Sunstone	CCTV Cameras 50% Deposit		2765.98	
		VAT	553.20	£3,319.18
NCS	Photocopy Charges		57.33	
		VAT	11.47	£68.80
Imagink	Gazette		1065.00	£1,065.00

January Deposit Refunds

13.01.26	Carman Room 04.01.26	£50.00
21.01.26	Carman Room 17.01.26	£65.00
29.01.26	Carman Room – 24.01.26	£65.00

January BACS Payments (not previously listed)

02.01.26	Lansdell	Bar Stock	£204.17
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02.01.26	TH Electrical	Stage Lighting	£5,340.00
02.01.26	Atlas Facilities	Key Holder Service	£629.21
05.01.26	Kent & Sussex	Bar Stock	£1,140.16
07.01.26	Kent Men of Trees	Subscription	£40.00
13.01.26	Tree Monkeys	Tree Work	£8,406.00
22.01.26	East Malling Trust	Training	£430.00
23.01.26	M Beautridge	Bar Services	£190.65
23.01.26	D Beautridge	Playground Locking	£20.00
29.01.26	KCC Pension	Monthly Contributions	£1,508.95

(b) Direct Debits - Paid During January 2026**RESOLVED** the following direct debits be **APPROVED** and **RATIFIED**:-**January Direct Debits**

02.01.26	TMBC	Business Rates	£838.00
05.01.26	WEX	Fuelcard	£32.21
07.01.26	Commercial Services	Gas Supply	£1,090.07
07.01.26	SKY	SKY TV	£477.24
09.01.26	Rentokil Initial	Washroom Services	£336.98
09.01.26	Carlsberg	Bar Stock	£1,712.76
13.01.26	Siemens	Photocopy Lease	£972.13
15.01.26	Bankline	Bank Charges	£101.83
15.01.26	Safety Effect	H&S	£126.00
15.01.26	DHFE	Till Rental	£369.60
15.01.26	FDMS	Card Charges	£552.94
16.01.26	SAGE	Sage Software	£307.80
16.01.26	Commercial Services	Electric Supply	£43.82
16.01.26	Carlsberg	Bar Stock	£1,261.28
19.01.26	Rentokil Initial	Washroom Services	£26.75
21.01.26	Hugo Fox	Website	£23.99
23.01.26	Host My Office	IT Support	£764.04
23.01.26	BOC	Bar Gas	£191.64
23.01.26	Carlsberg	Bar Stock	£963.02
26.01.26	TNT Sports	TNT Sports TV	£525.80
26.01.26	Everflow	Water Charges	£461.74
26.01.26	NEST	Pension Contributions	£1,286.46
28.01.26	Veolia	Refuse Collection	£480.30
29.01.26	Focus	Telephone Charges	£89.52
29.01.26	Focus	Telephone Lease	£165.00
29.01.26	O2	Mobile Phone	£14.18

(c) BACS - Paid During January 2026**RESOLVED** the following BACs payments be **APPROVED** and **RATIFIED**:-**January BACS Payments (not previously listed)**

02.01.26	Lansdell	Bar Stock	£204.17
02.01.26	TH Electrical	Stage Lighting	£5,340.00
02.01.26	Atlas Facilities	Key Holder Service	£629.21
05.01.26	Kent & Sussex	Bar Stock	£1,140.16

07.01.26	Kent Men of Trees	Subscription	£40.00
13.01.26	Tree Monkeys	Tree Work	£8,406.00
22.01.26	East Malling Trust	Training	£430.00
23.01.26	M Beautridge	Bar Services	£190.65
23.01.26	D Beautridge	Playground Locking	£20.00
29.01.26	KCC Pension	Monthly Contributions	£1,508.95

(c) Debit Card Payments - Paid During January 2026

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

January Debit Card

02.01.26	Tesco	Refreshments	£60.72
05.01.26	Amazon	Hoover Parts	£10.99
05.01.26	Tesco	Refreshments	£68.74
06.01.26	SLCC	Subscription	£316.00
07.01.26	Amazon	Batteries	£12.79
07.01.26	Barmans Ltd	Bar Consumables	£122.04
09.01.26	Amazon	Wall Planner	£6.89
09.01.26	Amazon	Work Gloves	£9.44
12.01.26	Tesco	Refreshments	£55.08
14.01.26	B&Q	OSA Consumables	£60.48
14.01.26	Toolstation	Brush Set/Rust Remover	£13.45
19.01.26	Amazon	Work Gloves	£16.14
22.01.26	Jenolite	Rust Converter	£22.99
22.01.26	Tesco	Refreshments	£69.70
22.01.26	Amazon	Tubing/Bolt Covers	£21.66
22.01.26	Online Playgrounds	Playground repair tape	£49.20
23.01.26	B&Q	Cement/Sand	£74.50
23.01.26	Halfords	Fuses	£8.09
27.01.26	Amazon	Caliper – OSA	£16.14

(e) S.137 [Local Government Act 1972] Expenditure Limit for 2026/27

It was **NOTED** that the figure that may be spent per elector under S.137 for the year 2026/27 will be £11.60.

(f) KCC – Parish Council Internal Audit 2026/27

The proposed Audit Plan for 2026/27 and the fees for the 3 visit were **READ, NOTED** and **APPROVED**.

(g) Annual Charitable Donations

Requests received for financial support were **READ** and **NOTED**. It was **NOTED** that no income had been raised for the charities account in recent year's. It was **NOTED** that there was currently £2,006.63 in the charities account plus there was £500.00 in the F&A Budget for S.137 payments.

RESOLVED to make the following donations:-

Under Local Government Act 1972, Sec 142

£50 to Tonbridge & Malling Citizens Advice Bureau [from the Charities Account].

Under Local Government Act 1972, Sec 144

£100 to Ditton Heritage Centre [from the Charities Account].

Under Local Government Act 1972, Sec 137

£250 to Kent Air Ambulance.

£250 to Heart of Kent Hospice.

(h) CCLA Dividend Payment for three months ended 31/12/2025

It was **NOTED** that the dividend payment for the period to 31st December 2025 of £5,113.82 had been received.

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

It was **NOTED** that TMBC Cllr Rob Cannon had given apologies but had submitted the following written report which was **READ**:

PLANNING MATTERS

The much delayed Bradbourne planning application is finally being reported to the TMBC Area 3 Planning Committee on Monday 9th March at an early start time of 5.30pm. On the conclusion of that meeting it will be considered by Area 2 as regards access matters that affect East Malling only.

Before then on 11th February there is an all-member briefing on the application with a subsequent Chair's briefing on 3rd March. It is hoped Colin and I will be able to discuss this application with Nigel and other members of Ditton Parish Council during the week commencing 16th February.

On behalf of the Parish Council I have called in the retrospective planning application at 17 Scott Close.

Lastly, you will be pleased to know the unlamented Agile planning system has been finally shut down and as from today the Uniform system is fully back in operation for planning applications after a week of system disruptions while the changes were being implemented.

388. **COMMUNITY POLICE REPORT**

NOTED no report was available.

389. **DATE SENSITIVE PLANNING MATTERS**

(a) Plans Received for Comment

TM/25/02165/RD - SEW Site Mill Hall Road Ditton Aylesford Kent

Details of condition 8 (Surface water and Drainage Verification Report) Pursuant of planning permission Tm/23/00139/FL Installation of a new treatment building for water transmission and treatment purposes

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/25/02165/RD>
RESOLVED NO COMMENT.

(b) Plans dealt with by Area 3 Committee

The following decision was **NOTED**:

25/01181/PA - COBDOWN SPORTS GROUND, STATION ROAD, Ditton, Aylesford

Details of condition 7 (Phase 1 Drainage Verification Report), submitted pursuant to planning permission TM/25/00081/PA (Proposed re-laying of 1 no. grass pitch into a new hybrid football pitch with associated infrastructure, installation of internal and external boundary treatment, demolition of existing outbuildings, associated hard and soft landscaping, to enable improvements to the internal access road and car park and creation of a new footpath and retrospective installation of external signage)

APPROVED 20/01/2026

(c) Orchard Mill [Ditton Edge] Development

It was **NOTED** that a resident had queried the construction team working on a Saturday morning but it was confirmed that this was permitted in the planning permission.

(d) Bradbourne - EMT Proposal

The Chairman advised that DPC would liaise with our neighbouring parishes to see if they are intending to speak at the Area meetings. He suggested it may be preferable to pre-record a 3 minute video to ensure key points are covered. He also said he and the Vice Chair of Planning would meet with the Borough Councillors to go through all the previously raised objections.

(e) Ditton Public Path Diversion Order 2025 MR491 (part) & MR492

NOTED.

(f) TMBC Parking Action Plan Phase 15 includes New Double Yellow Lines in Scott Close

NOTED.

390. **ANNUAL PARISH MEETING, MONDAY 27TH APRIL 2026**

It was **NOTED** that KCC Cllr Andrew Kennedy would attend to speak about Local Government Reform at the meeting.

391. **DITTON GAZETTE – SPRING / SUMMER**

It was **NOTED** copy would be required by mid April with the view to printing and distributing in early May. The Clerk said any contributions of articles or photos would be welcome.

392. **ICO MODEL PUBLICATION SCHEME**

It was **NOTED** that the Council should display the ICO Model Publication Scheme and explanation of what DPC information was available and how it may be accessed.

RESOLVED to approve and share the Model Publication Scheme and list of information but to increase the cost per copy to 20p per sheet to cover copy and admin costs.

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

There were no matters arising.

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.

394. **CLOSURE**

The meeting closed at 8.00pm.

Chairman
16th March 2026