

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 1ST JUNE 2026 AT 7.30PM

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

(Mrs) Nicola Greenaway
Clerk of the Council

Tel: 01732 844749
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28th May 2026

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF INTERESTS**
4. **CASUAL VACANCIES**
5. **CONFIRMATION & SIGNING OF MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 6TH MAY 2026**
6. **MATTERS ARISING**
7. **MINUTES OF MEETINGS HELD DURING MAY 2026**
 - (a) For Confirmation and Signing
 - (i) Community Centre Committee, 11th May 2026
 - (ii) Planning, Highways & Transportation Committee, 18th May 2026
 - (iii) Open Spaces & Amenities Committee, 18th May 2026
8. **CORRESPONDENCE**
 - (a) For Noting

Ditton Twinning Association:	<u>Minutes of AGM and Meeting held on 05/05/2026</u>
SLCC:	<u>The Clerk – May 2026</u>

Clerks & Councils Direct: Newsletter – May 2026

KALC: Newsletter- May 2026

Tonbridge & Malling Ramblers: June Walks

TMBC: New 12 year recycling & Waste Contract

For Decision (Noted none received to date)

Kent Ramblers: Invitation to meeting re Kent PROW's – 18/06/26

9. **FINANCE**

(a) Accounts For Payment

May Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£33,801.51</i>
	<i>Net</i>	<i>£24,477.86</i>

May BACS Payments (not previously listed)

01.05.26	Kent & Sussex	Bar Stock	£1,630.84
01.05.26	Capital Cleaning	Cleaning Supplies	£86.57
01.05.26	Lansdell	Bar Stock	£924.35
01.05.26	Safeplay	Playground repairs	£510.00
01.05.26	DMS	Banners	£252.00
08.05.26	M Lancley	Kilnbarn entertainment	£250.00
22.05.26	D Beautridge	Playground locking	£50.00

May Deposit Refunds

07.05.26	Carman Room – 02.05.26	£70.00
22.05.26	Oaken Hall – 16.05.26	£110.00
27.05.26	Carman Room – 16.05.26	£75.00
27.05.26	Carman Room – 28.06.26	£50.00

Accounts (approved and paid 14.05.26)

Community Centre				
BDS	Decoration/Maintenance		1911.94	
		VAT	382.39	£2,294.33
S&J Cleaning	Scrubber Dryer Service		243.96	
		VAT	48.79	£292.75
KCS	Cleaning Supplies		140.75	
	Cleaning Supplies		93.76	
	Credit Note		(19.90)	
		VAT	42.92	£257.53
MPR	Fire Proof Cabling		2595.00	
		VAT	519.00	£3,114.00
Capital Cleaning	Cleaning Supplies		96.19	
		VAT	19.24	£115.43
Envirocure	Annual Legionella Inspection		240.00	

	Annual TMV Service		270.00	
		VAT	102.00	£612.00
BAR				
Lansdell	Bar Stock		247.81	
		VAT	64.17	£411.98
Kent & Sussex	Bar Stock		964.39	
		VAT	192.89	£1,157.28
OSA				
T Parker	Grass Seed/Topsoil		859.18	
		VAT	127.10	£986.28
F&A				
WJ North	CCTV cameras		3298.32	
		VAT	659.66	£3,957.98
DCK	Year End Closedown		1376.77	
	Year End Accounts		676.50	
		VAT	410.65	£2,463.92
Aquaid	Water Coolers		51.98	
		VAT	10.40	£62.38

(b) Direct Debits - Paid During May 2026

May Direct Debits

01.05.26	Paymentsense	Card machines	£84.00
05.05.26	Focus	Telephone lease	£260.44
05.05.26	Carlsberg	Bar Stock	£63.25
06.05.26	HMRC	Gaming Machine Duty	£814.02
07.05.26	SKY	Sky TV	£510.60
08.05.26	Kent Commercial Services	Gas supply	£1,018.70
08.05.26	Carlsberg	Bar Stock	£3,089.60
11.05.26	WEX	Fuelcard	£14.50
11.05.26	Rentokil Initial	Washroom services	£371.97
12.05.26	HMRC	VAT payment	£553.25
15.05.26	Bankline	Bank charges	£96.32
15.05.26	Safety Effect	H&S	£126.00
15.05.26	Kent Commercial Services	Electricity Supply	£133.43
15.05.26	DHFE	Till rental	£369.60
15.05.26	Carlsberg	Bar stock	£3,125.20
15.05.26	FDMS	Card Charges	£508.04
18.05.26	Sage	Sage subscription	£367.80
20.05.26	Hugo Fox	Community Centre domain name	£14.26
20.05.26	Hugo Fox	DPC Website	£23.99
20.05.26	Hugo Fox	CC Website	£4.79
22.05.26	NEST	Pension contributions	£1,242.67
22.05.26	BOC	Bar Gas	£275.28
22.05.26	Carlsberg	Bar stock	£2,745.05
26.05.26	Everflow	Water supply	£1,150.45
26.05.26	Host My Office	IT support	£840.12
26.05.26	WEX	Fuelcard	£121.25
26.05.26	HMRC	PAYE/NIC	£6,978.98
27.05.26	TNT	TNT TV	£525.80

(c) Debit Card Payments – Paid during May 2026

May Debit Card

01.05.26	Amazon	Hanging strips	£11.15
01.05.26	Amazon	Hooks	£7.58
11.05.26	Amazon	Water filter	£60.98
11.05.26	Amazon	Kettle	£37.98
11.05.26	Amazon	Safety signs	£10.35
11.05.26	Tesco	Refreshment/Bar stock	£97.00
13.05.26	Amazon	Vax upholstery cleaner	£109.00
13.05.26	Amazon	Cord tension pulley	£5.99
13.05.26	Amazon	Upholstery cleaner	£9.98
15.05.26	Amazon	Incident book	£11.99
15.05.26	Amazon	World cup poster	£6.98
15.05.26	Amazon	Floor marking tape	£20.03
18.05.26	Tesco	Refreshments/Bar stock	£87.27
19.05.26	Timpson	Key Cutting	£18.00
19.05.26	Toolstation	Tools	£4.99
20.05.26	Amazon	World cup decorations	£7.58
20.05.26	Amazon	World cup decorations	£6.98
22.05.26	Toolstation	Flexi Tub	£13.00
22.05.26	Toolstation	Work gloves	£19.98

(d) Statement of Accounts for Financial year 2025/2026 (front sheets, policies, RFO statement, balance, income & expenditure sheets herewith)
For approval, signing and adoption

(e) Internal Audit [info herewith]

(i) Final Visit 2025/26 [3rd visit report]

(ii) Annual Internal Audit Report 2025/26 for AGAR

(f) External Audit/Annual Governance and Accountability Return for Financial Year 2025/2026 [info herewith]

(i) ANNUAL GOVERNANCE STATEMENT FOR 2025/26 [Section 1]

For approval and signing

(ii) ACCOUNTING STATEMENTS FOR 2025/26 [Section 2]

For approval and signing

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

11. **REPORT FROM NEIGHBOURHOOD POLICING TEAM**

12. **DATE SENSITIVE PLANNING & HIGHWAYS MATTERS**

(a) Election of Vice-Chair

(b) Plans Received for Comment

TM/26/00633/LDP - 55 Bell Lane Ditton Aylesford Kent ME20 6BT

Lawful Development Certificate Proposed: Dropped Kerb

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00633/LDP>

TM/26/00658/LDP - 24 Blackthorn Drive Larkfield Aylesford Kent ME20 6NR

Lawful Development Certificate Proposed: Extend existing drop kerb

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00658/LDP>

TM/26/00838/PDV14J - Nutriblend House Priory Park Ditton Court Quarry Mills Road
Quarry Wood Industrial Estate Aylesford Kent ME20 7PP

Prior approval for the installation of solar equipment on non-domestic premises under Class J of Part 14 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (GPDO) (as amended)

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00838/PDV14J>

TM/26/00715/FL - 57 St Peters Road Ditton Aylesford Kent ME20 6PF

Construction of a single/ two storey rear extension comprising first floor side dormer addition

www.tmbc.gov.uk/view-planning-applications

TM/26/00637/FL - East Malling Research Station New Road East Malling Kent

Erection of office/lab building and extension of car park with associated access & landscaping

www.tmbc.gov.uk/view-planning-applications

TM/26/00637/FL - East Malling Research Station New Road East Malling West Malling

Erection of office/lab building and extension of car park with associated access & landscaping

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00637/FL>

TM/26/00769/RD - Cobdown Sports Ground Station Road Ditton Aylesford Kent

Details of Conditions 13 (Surface water drainage) and 14 (Floodplain Compensation Strategy) submitted pursuant to planning permission TM/25/01319/FL (full planning permission for development at Cobdown Park to provide a football training centre (sui generis), comprising of the demolition and redevelopment of existing Clubhouse building, refurbishment of existing Academy building; demolition of ancillary buildings and structures across the Site; provision of new grounds maintenance building and service area; refurbishment of existing pavilion building to provide upgraded changing and kitchen facilities; provision of new upgraded grass football pitches and upgrade of existing synthetic surface; new areas for car and cycle parking; upgrade to existing sports lighting; boundary treatment and hard and soft landscaping and associated site infrastructure and site plant)

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00769/RD>

TM/26/00770/RD - Cobdown Sports Ground Station Road Ditton Aylesford Kent

Details of Condition 15 (Habitat Management and Monitoring Plan) submitted pursuant to planning permission TM/25/01319/FL (Full planning permission for development at Cobdown Park to provide a football training centre (sui generis), comprising of the demolition and redevelopment of existing Clubhouse building, refurbishment of existing Academy building; demolition of ancillary buildings and structures across the Site; provision of new grounds maintenance building and service area; refurbishment of existing pavilion building to provide upgraded changing and kitchen facilities; provision of new upgraded grass football pitches and upgrade of existing synthetic surface; new areas for car and cycle parking; upgrade to existing sports lighting; boundary treatment and hard and soft landscaping and associated site infrastructure and site plant)

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00770/RD>

TM/26/00780/RD - Cobdown Sports Ground Station Road Ditton Aylesford Kent

Details of Conditions 3 (Construction and Environmental Management Plan) and 37 (Groundwater Risk Assessment Method Statement) submitted pursuant to planning permission TM/25/01319/FL (Full planning permission for development at Cobdown Park to provide a football training centre (sui generis), comprising of the demolition and redevelopment of existing Clubhouse building, refurbishment of existing Academy building; demolition of ancillary buildings and structures across the Site; provision of new grounds maintenance building and service area; refurbishment of existing pavilion building to provide upgraded changing and kitchen facilities; provision of new upgraded grass football pitches and upgrade of existing synthetic surface; new areas for car and cycle parking; upgrade to existing sports lighting; boundary treatment and hard and soft landscaping and associated site infrastructure and site plant)

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00780/RD>

TM/26/00800/TPOC - 148 Woodlands Road Ditton Aylesford Kent ME20 6EZ

T1 (Applicants ref) Silver Birch - Reduce overall height from approx 15m to 10m and reduce lateral branches by approx 2m. Woodland W1 of Tree Preservation Order

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00800/TPOC>

TM/26/00978/TNCA - 38 St Peters Road Ditton Aylesford Kent ME20 6PJ

Leylandii hedge, fell to ground level

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00978/TNCA>

(c) Decisions from TMBC Area

TM/26/00431/TPOC - 30 Acorn Grove Ditton Aylesford Kent ME20 6EW

1 x Ash (applicants ref. T1 standing at 30 Acorn Grove) - Reduce crown by approx 30%, Removing approx 4m all over as specified. Standing in Woodland W1 Tree Preservation Orders 64/00021/TPO and 64/10006/TPO.

Approved – 12/05/2026

TM/26/00170/FL - Conifers 66 Priory Grove Ditton Aylesford Kent ME20 6BD

Removal of existing detached garage. Removal of existing chimney stack, and construction of a ground floor rear and side extension

Approved – 11/05/2026

TM/25/02143/RD - Land Eastern Part Of Former Aylesford Newsprint South Of Invicta Park New Hythe Lane Larkfield Aylesford Kent

Details of Conditions 4 (Surface water drainage), 6 (Remediation strategy), 12 (Hard and soft landscaping), 17 (Refuse storage), 21 (Vehicle parking and turning) and 22 (Cycle parking and EV charging) submitted pursuant to planning permission TM/24/00228/PA (Change of use of former B2/B8 Aylesford Newsprint Site to flexible B2, B8 and Class E(g)(i)&(ii) uses, or for flexible commercial yards and haulage yard with a workshop and modular office, and the creation of a new access road, erection of plot fencing, re-surfacing and drainage and other associated works), in respect of Plot 6

Approved 14/05/2026

TM/25/00575/PDVMA - 4 - 6 New Road Ditton Aylesford Kent ME20 6AD

Prior Notification under Schedule 2, Part 3, Class MA: Convert existing offices (Class E) on the ground floor to 2 x residential flats (Class C3)

Prior Approval Approved – 12/05/2026

TM/26/00669/FL - Park Farm Cottage Bradbourne Lane Ditton Aylesford Kent ME20 6PE

Section 73 application to vary Condition 4 (Demolition Sequencing and Redevelopment Contract), Condition 6 (Archaeological Investigation and Recording), Condition 7 (Tree Protection Measures) and Condition 10 (Ecological Mitigation and Enhancement) of planning permission TM/24/00271/FL (Proposed demolition of existing dwelling and the

erection of 2no semi-detached dwellings, with associated landscaping and parking) to allow for retrospective decision for demolition

Approved – 18/05/2026

26/00328/FL - Park Farm Cottage Bradbourne Lane Ditton Aylesford Kent ME20 6PE

Section 73 application to vary condition 5 (Historic Building Recording) of planning permission 26/00669/FL Proposed demolition of existing dwelling and the erection of 2no semi-detached dwellings, with associated landscaping and parking

Approved – 19/05/2026

TM/26/00517/TPOC - Silver Birches 425 London Road Ditton Aylesford Kent ME20 6DB

4 x Conifer (applicants ref. G1) - Reduce height to 6m. 1 x Lawson Cypress (applicants ref. T1) - Reduce height by 2-3m. 1 x Silver Birch (applicants ref. T2) - Reduce crown by 30%. All standing in Area A1 of Tree Preservation Order

Approved – 19/05/2026

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

Approved – 18/05/2026

TM/6/00281/TPOC - 115 Primrose Drive Ditton Aylesford Kent ME20 6EH

1 x Chestnut (applicants ref. T1) - Reduce the heavy side of the crown towards the house by 30% and remove deadwood. 1 x Chestnut (applicants ref. T2) - Reduce the height by 5 metres and remove deadwood. Both standing in Woodland W1 of Tree Preservation Orders 64/00021/TPO and 64/10006/TPO.

Approved – 21/05/2026

TM/25/00865/PWC - 663 London Road Ditton Aylesford Kent ME20 6DJ

Group of Conifers (applicants ref. T2 - standing along the front boundary of the front garden to the west of the driveway entrance) - Reduce in height & spread to 9m & 3.5m respectively.

Approved – 21/05/2026

(d) Orchard Mill/Ditton Edge *[update if available]*

(e) EMT/Bradbourne Development *[update if available]*

(f) Planning Obligations/Parish Infrastructure Statements (S.106) *[I deas for submission – current list circulated with May Agenda]*

(g) Neighbourhood Plan

(h) TMBC - Request to Review the Sustainable Settlements Study (2025) and the associated Appendix A of the Sustainable Settlements Study by the 12th June 2026

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

14. **MEETING DATE CHANGES**

(a) September OSA

(b) October Full Council

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.

15. **CLOSURE**

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.