

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 2nd FEBRUARY 2026 AT 7.30PM

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

[Mrs] Nicola Greenaway
Clerk of the Council

28th January 2026

Tel: 01732 844749

Email: clerk@dittonparishcouncil.gov.uk

Website: www.dittonparishcouncil.gov.uk

AGENDA

1. **OPENING OF MEETING**

2. **APOLOGIES**

3. **DECLARATION OF INTERESTS**

4. **CASUAL VACANCIES**

Co-option Policy/Procedure and Application Form [Herewith for approval - previously discussed at F&A 08/11/25, Page 128, Item 321(a)]

5. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 5TH JANUARY 2026 [herewith]**

6. **MATTERS ARISING**

7. **MINUTES OF COMMITTEE MEETINGS HELD DURING JANUARY 2026**

(a) Finance and Administration Committee, 5th January 2026 [herewith]

(b) Community Centre Committee, 12th January 2026 [herewith]

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

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

8. **MEETING DATE CHANGES FOR MARCH**

9. **CORRESPONDENCE**

(a) For Noting

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

10. **FINANCE**

(a) Accounts For Payment

January Payroll Summary

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

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

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
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29.01.26	KCC Pension	Monthly Contributions	£1,508.95

(d) Debit Card Payments - Paid During January 2026

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

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

(g) Annual Charitable Donations

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

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

12. **COMMUNITY POLICE REPORT**

13. **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>

(b) Plans dealt with by Area 3 Committee

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

(d) Bradbourne - EMT Proposal

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

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

14. **ANNUAL PARISH MEETING, MONDAY 29TH APRIL 2026**

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

16. **ICO MODEL PUBLICATION SCHEME** *[info herewith]*

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

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.

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, 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.