

DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF THE **ANNUAL PARISH COUNCIL MEETING** OF DITTON PARISH COUNCIL, TO BE HELD IN **THE COUNCIL CHAMBER** AT DITTON COMMUNITY CENTRE ON **WEDNESDAY 6th MAY 2026** AT 7.30PM

Ditton Community Centre
Kilbarn Road
Ditton
AYLESFORD
Kent ME20 6AH

[Mrs] Nicola Greenaway
Clerk of the Council

Tel: 01732 844749
Email: clerk@dittonparishcouncil.gov.uk
Website: www.dittonparishcouncil.gov.uk

30th April 2026

PART I

1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **CASUAL VACANCIES**
4. **ELECTION OF CHAIRMAN FOR 2026/27**
5. **ELECTION OF VICE-CHAIRMAN FOR 2026/27**
6. **DECLARATION OF ACCEPTANCE OF OFFICE - CHAIRMAN & VICE-CHAIRMAN**
7. **APPOINTMENT OF COMMITTEES FOR 2026/27**
 - [a] Planning - 11 Members
 - [i] MEMBERSHIP
 - [ii] ELECTION OF CHAIRVice-Chair to be elected at the first Meeting of the Committee
 - [b] Community Centre - 7 Members - (+ power to co-opt 2 others)
 - [i] MEMBERSHIP
 - [ii] ELECTION OF CHAIRVice-Chair to be elected at the first Meeting of the Committee
 - [c] Open Spaces & Amenities - 7 Members - (+ power to co-opt 2 others)
 - [i] MEMBERSHIP
 - [ii] ELECTION OF CHAIRVice-Chair to be elected at the first Meeting of the Committee

[d] Allotment Managers [3]

[e] Personnel Committee - Council Chair, Vice Chair + Committee Chairs
(+ power to co-opt 2 others)

- [i] MEMBERSHIP
- [ii] ELECTION OF CHAIR

Vice-Chair to be elected at the first Meeting of the Committee

[f] Finance & Administration Committee - Council Chair, Vice Chair + Committee Chairs
(+ power to co-opt 2 others)

- [i] MEMBERSHIP

8. **APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES**

(a) Kent Association of Local Councils T&M Committee

(b) T & M BC Parish Partnership

(c) T & M Standards Committee

~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~

PART II

9. **DECLARATION OF MEMBERS' INTERESTS**

10. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD ON 8TH APRIL 2026**

11. **MATTERS ARISING**

12. **CORRESPONDENCE**

(a) For Noting

Maidstone Borough Council: Heathlands Garden Settlement

Heart of Kent Hospice: Spring Newsletter

(b) For Decision [nothing received to date]

13. **FINANCE**

(a) Accounts for Payment

April Payroll Summary

Monthly	Gross	£33,077.31
	Net	£23,057.35

April BACS Payments (not previously listed)

01.04.26	Locksmith Service	Pre-school door lock	£374.00
----------	-------------------	----------------------	---------

16.04.26	Antiques Collective	Refund – overpayment	£240.00
16.04.26	KCC Pension	Pension Contributions	£1,646.81
24.04.26	J Beautridge	Bar Payroll	£30.00
24.04.26	D Beautridge	Playground Locking	£70.00
30.04.26	KCC Pensions	Pension Contribution	£1,328.58

Accounts (paid 16.04.26)

Community Centre				
Envirocure	Legionella testing	VAT	59.00 11.80	£70.80
BAR				
Kent & Sussex	Bar Stock	VAT	654.46 628.15 432.72 343.04	£2,058.37
BSS Stocktaking	Stocktake		150.00	£150.00
Lansdell	Bar Stock		(18.49) 311.42 170.87 9.99 83.56	£557.35
OSA				
Haynes	Tractor repair	VAT	199.36 39.87	£239.23
Safeplay	Playground repair	VAT	425.00 85.00	£510.00
F&A				
Rialtas	Software Licence	VAT	1223.00 244.60	£1,467.60
KALC	KALC Subscription	VAT	1638.80 327.76	£1,966.56
Aquaid	Water Coolers	VAT	45.96 9.19	£55.15

(b) Direct Debit Payments During April 2026

April Direct Debits

01.04.26	O2	Mobile Phone	£14.18
01.04.26	TMBC	Business Rates	£964.68
01.04.26	Carlsberg	Cellar Services	£201.60
07.04.26	Commercial Services	Gas Supply	£1,071.86
07.04.26	Carlsberg	Bar Stock	£2,163.16
08.04.26	TV Licence	TV Licence	£180.00
09.04.26	SKY	Sky TV	£510.60
09.04.26	Carlsberg	Bar Stock	£2,663.78
10.04.26	Rentokil	Washroom Services	£371.97
10.04.26	Use Your Local	Kilnarn Website	£234.00
13.04.26	WEX	Fuelcard	£137.37
14.04.26	Siemens	Photocopy Lease	£972.13
14.04.26	Commercial Services	Electricity Supply	£153.51
15.04.26	Bankline	Bank Charges	£107.46
15.04.26	Safety Effect	H&S	£126.00
15.04.26	DHFE	Till Rental	£369.60

16.04.26	Sage	Sage Software	£379.42
16.04.26	FDMS	Card Charges	£551.81
21.04.26	Hugo Fox	Website	£23.99
23.04.26	HMRC	Paye/NI	£7,373.20
24.04.26	BOC	Bar Gas	£160.48
24.04.26	TNT	TNT Sports	£525.80
27.04.26	Everflow	Water Charges	£585.15
27.04.26	NEST	Pension Contributions	£1,386.91
28.04.26	Veolia	Refuse Collection	£513.96
29.04.26	O2	Mobile Phone	£14.18
30.04.26	Host My Office	IT Support	£840.12

(c) Debit Card Payments During April 2026

April Debit Card

01.04.26	Amazon	Shredder	£31.99
07.04.26	Tesco	Refreshments/Bar Stock	£110.82
16.04.26	Amazon	Wall Clocks	£34.26
09.04.26	Amazon	Aux Cable	£5.69
09.04.26	Aylesford Tyres	Puncture Repair	£20.00
09.04.26	Amazon	Wall Clock	£18.97
09.04.26	Amazon	HDMI Cable	£6.26
13.04.26	Amazon	Prime Subscription	£114.00
13.04.26	Tesco	Refreshment	£60.40
14.04.26	TMBC	Temporary Licence	£21.00
20.04.26	Tesco	Refreshments	£59.02
24.04.26	Safety Signs 4 Less	Safety Signs	£34.66
24.04.26	Land Registry	Land Registry Documents	£57.98
27.04.26	Tesco	Refreshments/Bar Stock	£79.40
28.04.26	Land Registry	Land Registry Documents	£57.98

(d) CCLA Property Fund Dividend for 31/03/2026

(e) Insurance Renewal

- (i) Full Policy
- (ii) Engineering Policy
- (iii) Motor Policy
- (iv) Cyber Insurance

(f) Risk Identification and Management Summary – for approval and signing
[at meeting - if available]

(g) Review of Effectiveness of Internal Control and Internal Audit – for approval and signing
[at meeting - if available]

(h) Standing Orders

(i) Financial Regulations

(j) Air Conditioning in the Don Carman Hall

(k) EVCP Agreement Renewal with KCC

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

Cllr Kennedy's KCC Report - *herewith*

15. **NEIGHBOURHOOD POLICING REPORT**

- Information from the Chairman of the Tonbridge & Malling Independent Advisory Group (IAG)
- Anti motor bike signs

16. **PLANNING MATTERS [DATE SENSITIVE]**

(a) Plan Received for Comment

TM/26/00396/RD - Cobdown Sports Ground Station Road Ditton Aylesford Kent

Details of condition 4 (Phasing Plan) 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/26/00396/RD>

TM/26/00427/RD - Cobdown Sports Ground Station Road Ditton Aylesford Kent

Details of condition 3 (management/maintenance scheme) pursuant to planning permission TM/25/01144/FL (Re-laying of 1 no. grass pitch into a new hybrid football pitch with associated infrastructure, installation of internal and external boundary treatment, and associated hard and soft landscaping)

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00427/RD>

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

1 x Ash (applicants ref. T1) - 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

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00431/TPOC>

TM/26/00203/FL - 19 Orchard Grove Ditton Aylesford Kent ME20 6BY

Single storey side extension and alterations

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00203/FL>

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

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00669/FL>

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

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00517/TPOC>

(b) Decisions from TMBC Area 3

TM/25/02086/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/PA (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 01/04/2026

26/00204/FL - 39 St Peters Road Ditton Aylesford Kent ME20 6PJ

Demolition of single storey side extension and erection of 2-storey side extension, single storey front and rear extensions

Approved 08/04/2026

TM/25/01989/FL - Larkfield Mill, Bellingham Way, Larkfield, Aylesford

Change of Use from Class B8 (storage) to Class E(d) (indoor sport, recreation or fitness)

Approved 13/04/2026

24/01159/TPOC - 5 Ditton Court Close Ditton Aylesford Kent ME20 6PQ

1 x Ash - Remove broken branch and reduce remainder of the crown by 20% of the overall crown size (not by 20% of the overall size of the tree). Standing in Area A1 of Tree Preservation.

Approved 24/04/2026

TM/26/00072/FL - 58 Pear Tree Avenue Ditton Aylesford Kent ME20 6EB

Single storey rear extension, garage conversion and adaptations to porch

Approved 27/04/2026

(c) Application dealt with between meetings

TM/26/00349/TPOC – 191 Woodlands Road Ditton Aylesford Kent ME20 6HA

1 x Silver Birch (T1 applicant reference) - Reduce crown by approx 30% removing approx 3m from height and 2m from lateral spread. Reason - Excessive over shading and debris. Tree standing along boundary fence in rear garden of W1 TPO

<https://publicaccess.tmbc.gov.uk/online-applications/PLAN/26/00349/TPOC>

NO OBJECTION SUBJECT TO THE TMBC TREE OFFICER'S APPROVAL

(d) Costco Aylesford

(e) Orchard Mill/Ditton Edge

(f) EMT Bradbourne Application

(g) Planning Obligations/Parish Infrastructure Statement (S.106)

(h) TMBC - Emerging Local Plan - Local Green Space - Request for Information

17. **FUTURE ANNUAL PARISH MEETINGS**

18. **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.

19. **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.