

## 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 4<sup>th</sup> JULY 2005 AT 7.30PM

Ditton Parish Council  
Ditton Community Centre  
Kilnbarn Road  
Ditton  
AYLESFORD  
Kavanagh  
Kent ME20 6QR

(Mrs) Sue  
Clerk of the Council

Tel: 01732 844749

28<sup>th</sup> June 2005

### **AGENDA**

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF INTERESTS & EXPENDITURE**
4. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6<sup>TH</sup> JUNE 2005**
5. **MATTERS ARISING**
6. **MINUTES OF MEETINGS HELD DURING JUNE 2005**
  - (a) **For Confirmation**
    - (i) COMMUNITY CENTRE COMMITTEE, 13<sup>TH</sup> JUNE 2005 - Herewith
    - (ii) PLANNING COMMITTEE, 20<sup>TH</sup> JUNE 2005 - Herewith
    - (iii) OPEN SPACES & AMENITIES COMMITTEE, 20<sup>TH</sup> JUNE 2005 - Herewith

7. **CORRESPONDENCE**

(a) **For Noting**

C Associates:	<u>Accountants &amp; Management Consultants</u>
Tonbridge & Malling Crime & Disorder Reduction Partnership:	<u>Copy of Strategy Adopted for 2005 – 2008</u>
NALC:	<u>Pointers to Good Practice – A guide for town and parish councils</u>
South East Regional Assembly:	<u>A Clear Vision for the South East – Update on the South East Plan – Number 7, May 2005</u>
KAPC:	<u>Parish News – Issue no. 309, 6<sup>th</sup> June 2005</u>
Clerks & Councils Direct:	<u>Local Council Update - June 2005, Issue 68</u>
Campaign to Protect Rural England:	<u>Countryside Voice – Summer 2005 Fieldwork – June 2005</u>
KCC:	<u>Kent Audit – Irregular Happenings, Issue 16, May 2005</u>
TMBC:	<u>Here &amp; Now – Issue 3, June/July 2005</u>
KCC:	<u>Out of School Forums – Outdoor Play, 15<sup>th</sup> July 2005 Your Breakfast Club, 13<sup>th</sup> September 2005</u>
Ditton Infant School:	<u>Letter of thanks re donation for Christmas Party</u>
TMBC:	<u>Bulky Refuse Service Timetable</u>
Friends of Kings Wood:	<u>A Guide to the Forest and the work of the Friends</u>
Action with Communities In Rural Kent:	<u>Oast to Coast</u>
DEFRA:	<u>Clean Neighbourhoods and Environment Act 2005</u>
Mr C Clarke:	<u>Priory Park, Aylesford – Copy of communication to Mr Gilbert</u>
Kent Police:	<u>Maidstone &amp; Malling Police Newsletter for PC's June 05</u>

(b) **For Decision**

KAPC: Councillors' Information Day - 16<sup>th</sup> July 2005

Action with Communities

In Rural Kent:

New Licensing Laws Briefing Session

7.30pm, Tuesday 5<sup>th</sup> July, Lenham Community Centre

TMBC:

Bash the Trash 2005

Saturday Household Bulky Refuse Service (copy of communication sent to Resident)

Mr H G Wingrove:

Public Footpaths Maintenance

8. **FINANCE**

(a) **Accounts Received**

Ditton Junior School:	Ground Maintenance	259.48
Ditton Petanque Club:	Piste Fee & Food Prep	60.00
Gullands:	Interest Accrued on Court Fee	64.32
Mrs Plummer:	Gazette Ad - Summer Edition	28.00
Multi Sports:	Hire Fees	319.00

(b) **Accounts For Payment**

Salaries:	Gross: 13310.94	Nett: 9998.07
DPC Imprest A/C:	June Reimbursement	5829.26
AquAid (Kent):	Annual Cooler Rental	52.00
	Water	<u>18.75</u>
		70.75
	Vat <u>12.38</u>	83.13
British Telecom:	Fax Line	46.94
	Admin Line	41.15
	Clerks Line	<u>41.15</u>
		129.24

		Vat <u>22.61</u>	151.85
CC Auto Service:	Replace Exhaust & Steering Parts	108.00	
	Bearings	Labour <u>60.00</u>	168.00
D K Skips:	2 x 2 Yard Skips - Allotments	140.00	
	1 x 4 Yard Skip - General Rubbish	<u>90.00</u>	230.00
Gullands:	Legal Fees	247.00	
		Vat <u>43.23</u>	290.23
Kent County Council:	Councillors Name Badges	8.66	
	Stationery	<u>29.10</u>	
		37.66	
		Vat <u>6.61</u>	44.37
Monro South:	Fertiliser	78.34	
		Vat <u>13.71</u>	92.05
Nildram Limited:	ADSL Multiple to 7/7/05	37.00	
		Vat <u>6.48</u>	43.48
Open Spaces Society:	Annual Subscriptions		30.00
Parker Merchanting:	Work Boots - A. Wood	24.86	
	Latex Gloves	<u>13.20</u>	
		38.06	
		Vat <u>6.66</u>	44.72
Parkfoot Garages Ltd:	Toyota Fuel	34.04	
		Vat <u>5.96</u>	40.00
Pover Photography:	Photography Services		79.00
The National Society of Allotment & Leisure Gardens:	Affiliation Fees	50.00	
		Vat <u>8.75</u>	58.75
Sage(UK) Ltd:	Pay Envelopes	39.00	
		Vat <u>6.83</u>	45.83
Stream Nursery:	Plants for Hanging Baskets		274.00
Travis Perkins:	General Sundries	48.75	
		Vat <u>8.53</u>	57.28

**Breakdown of Expenditure from Imprest Account during June 2005**

Brought Forward 1 <sup>st</sup> June 2005		574.36
Add: PC reimbursement		<u>5425.64</u>
		6000.00
<u>Deduct June Expenses</u>		
Postage Stamps	51.00	
Inland Revenue	4775.41	
Payment of Salary	555.39	
Com Centre Refurb	313.22	
OSA Expenses	39.99	
Personal Licences - Bar	111.00	
Voucher Charge	<u>3.25</u>	
	5849.26	
Less Cancelled Cheque	<u>-20.00</u>	<u>5829.26</u>
		170.74
Sum drawn 4 <sup>th</sup> July 2005		5829.26*
BALANCE		<u>£6000.00</u>

\*Sum required to restore balance to £6000

(c) **Direct Debits - Paid During May 2005**

[i] **DITTON PARISH COUNCIL ACCOUNT**

01.05.05	Mobile Telephone	17.65
04.05.05	WPA Health Care	380.15
10.05.05	RBS Mentor	284.35
20.05.05	Pace Petroleum	45.14
24.05.05	Nat West Bank Line	40.00
27.05.05	Euphony Communications	17.26

[ii] **DITTON COMMUNITY CENTRE BAR ACCOUNT**

04.05.05	Sky Business	227.95
20.05.05	Scottish Courage - Stock	8531.03
23.05.05	Beer Cellar	1089.36
23.05.05	HMC &E- Gaming Machine	124.00
25.05.05	BOC Manchester - Beer Gas	211.50
31.05.05	Walkers Snacks Ltd	514.09
31.05.05	Nat West Account Charge	55 00

[iii] **DITTON COMMUNITY CENTRE ACCOUNT**

20.05.05	Tonbridge & Malling BC - Business Rate	1408.00
31.05.05	Nat West Account Charge	55.00

(d) Accounts for Year Ended 31<sup>st</sup> March 2005 - if available

(e) Notice of Audit for Year Ended 31st March 2005

9. REPORTS FROM BOROUGH & COUNTY COUNCILLORS

10. REPORT FROM COMMUNITY POLICE/PARISH WARDEN

11. PLANNING MATTERS

(a) Plans Received for Comment

TM/05/01849/FL	Conversion of garage to kitchen, replacement of existing flat roof with pitched roof to match existing and replacement conservatory	34 Fernleigh Rise
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(b) Plans Dealt with by Tonbridge & Malling Area Sub-Committee No. 3

(c) 'B' Lists

05/23 - 13.06.2005; 05.24 - 20<sup>th</sup> June 2005

(d) Minutes/Notes/etc. of Area 3 Planning Sub-Committee

(e) Planning Enforcement Investigation at Q8 Petroleum, London Road

(f) Kent Highways Services - Service Requests - Copy herewith

13. TWINNING MATTERS - Presentation to Mayor of Rang-du-Fliers

14. MATTERS ARISING FROM "CORRESPONDENCE FOR NOTING" [Item 7(a)]

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*In view of the confidential nature of the following items, the remainder of the meeting will be closed to the press and public in accordance with Standing Orders 27 & 50.*

15. PERSONNEL MATTERS

16. **EX-CLEANER CARETAKER** - Communication from Solicitor

17. **LAND AT BELL LANE**

Further information, if available.

18. **CONFIDENTIAL MEMORANDUM BOOK**

(a) **Appointment of Administrative Assistant - Ref CM321**

19. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 15 minutes at approximately 8.30pm 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.