

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 6th JUNE 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

31st May 2005

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF INTERESTS & EXPENDITURE**
4. **CONFIRMATION & SIGNING OF MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 4TH MAY 2005**
5. **MATTERS ARISING**
6. **MINUTES OF MEETINGS HELD DURING MAY 2005**
 - (a) **For Confirmation**
 - (i) COMMUNITY CENTRE COMMITTEE, 9TH MAY 2005 - Circulated
 - (ii) PLANNING COMMITTEE, 16TH MAY 2005 - Herewith
 - (iii) OPEN SPACES & AMENITIES COMMITTEE, 16TH MAY 2005 - Herewith

1. Disposal of Green Waste/Bonfire site [Page28, Item 58(c)]

(iv) FINANCE & ADMINISTRATION COMMITTEE, 23RD MAY 2005 - Herewith

1. Community Centre Refurbishment Works [Page 33, Item 71]
- Recommendation

(b) **For Noting**

(i) DITTON FAMILY DAY COMMITTEE, 12TH MAY 2005 - Circulated

(ii) DITTON TWINNING ASSOCIATION, 12TH MAY 2005 - Circulated

(iii) NOTES OF MEETING RE. REMEMBERANCE DAY SERVICE, 18TH MAY 2005 - Herewith

7. **CORRESPONDENCE**

(a) **For Noting**

Ton. & Malling Boro' Cncl: Minutes of Council, Cabinet & Committee Meetings 17.2 - 11.04.2005

Agenda & Minutes of Standards Committee

Clerks & Councils: 'Direct' May 2005, Issue 39

Plus Publishing Services: 'Local Councils Update' May 2005, Issue 67

KAPC: 'Parish News', Issue 308, 21st April 2005

Statement by Audit Commission on Audit Regime Review

Minutes of Meeting of Working Party held 17th March 2005

NALC: 'Local Council Review', Vol 57 No. 1. May 2005

CPRE: 'Kent Voice', Spring 2005

Kent County Council: 'Shaping your local Health Service - The Joint Select Committee Response

ROSPA: 'Staying Alive', Spring 2005

Maidstone Weald NHS: 'Patient Link', Issue 3
'Talking Point', April 2005 + Enclosures

ODPM: Citizen Engagement & Public Services: Why
Neighbourhoods Matter and Vibrant Local Leadership

Kent Police: Maidstone & Malling Police Newsletter April/May 2005

Mr P Evans
1st Ditton Scout Group: Unauthorised parking outside Scout HQ - Copy of
communication sent to Ditton Minors Football Club

Nat. Playing Fields Assoc: Notice of AGM, Membership Nominations & Annual
Report

Kent Police: Car Incident in Quarry

Action with Communities in
Kent: Rural News 66 + encls.

DLA Piper Rudnick Gray Cary: One Stop, 50 New Road, Ditton – Licence Transfer

NatWest Mentor Services: Legal Update Issue 12 June 2005

KAPC: Agenda for meeting to be held on 23rd June 2005

(b) **For Decision**

Kent Police: Invitation to Youth Crime Diversion Programme Launch

Mrs Stock: Work Experience

Ditton Infants School: Funding for Christmas Party

Mrs Wingrove: Public Footpaths Clearance

Kent County Council: Invitation to Overview and Scrutiny of the NHS Induction Day
– Wednesday 15th June 2005

Ton. & Malling Boro' Cncl: Parish Partnership Panel – Invitation to Meeting on 9th June
2005

Ditton Bowls Club: Bowls Club Car Park – Management of Undergrowth spreading
from Quarry land

SLCC: Summer Seminars 2005 13th & 14th July

Kent Downs AONB: Invitation to Launch of the Successful Stage 1 Heritage Lottery Fund (HLF) Bid – ‘the Valley of Vision’

8. **FINANCE**

(a) **Accounts Received**

Multi Sports: Hire Fees 102.00

(b) **Accounts For Payment**

Salaries: Gross: 13098.01 Nett: 9959.82

DPC Imprest A/C: May Reimbursement 5425.64*

AquaAid: Still water 31.25
Vat 5.47 36.72

Clive Stanley Associates: Webmaster services Feb – May 2005 550.00

Forge Engineering: Repairs to fidget station 155.00
Vat 27.13 182.13

Gullands: Legal Fees 2730.00
Vat 475.00 3205.13

Gullands Solicitors: Land at Bell Lane 1554.40
re. Wealdoval Vat 262.50 1816.90

Kent County Council: Pitch marker; stationery; 2 x mouse;
Dust mat; refuse sacks; bin; bowl;
Cllrs. Name Badges, Goal nets 243.77
Vat 42.65
286.42
LES S: Credit Note S9154484 15.16- 271.26

Land Technics: Tractor routine service 231.53
Parts 15.48
Vat 43.23 290.24

Lawrence Insurance: Traders Combined 7414.10

Mid Kent Water: KBRG 23.08
Toilet Block NRRG 13.57
Bowls Club/Grounds 41.42 78.07

| | | | |
|----------------------|---|--|----------|
| Mower Plant: | Honda Mower Serial No. MZBU 8235271 | 918.72 Vat <u>160.78</u> | |
| | | 1079.50 | |
| | Less Credit Note 420 - Rtn'd Goods | 19.68- | |
| | | Vat <u>3.44-</u> | 1056.38 |
| Nildram: | ADSL IP | 37.00 Vat <u>6.48</u> | 43.48 |
| Park Leisure: | Supply & install new play Equipment | 9797.00 Vat <u>1714.48</u> | 11511.48 |
| Parker Merchanting: | Super Wipe; Speedline | 56.98 Vat <u>9.97</u> | 66.95 |
| Parkfoot Garage Ltd: | April Toyota Diesel | 35.94 Vat <u>6.29</u> | 42.23 |
| RBS Accounting: | EOY Closedown for 2004/2005 Cost re-allocations & accounts Reorganisation | 345.00 <u>395.00</u> 740.00 Vat <u>129.50</u> | 869.50 |
| Sage: | Laser Payslips Carriage | 44.00 5.00 Vat <u>8.58</u> | 57.58 |
| Three Towns Office: | Postage books; 'Stick it' Boards | 101.65 Vat <u>17.78</u> | 119.43 |
| Travis Perkins: | Plywood; Ballast; Evostick; Mastercrete; Liteglaze etc. | 126.27 Vat <u>22.11</u> | 148.38 |

Breakdown of Expenditure from Imprest Account during May 2005

| | |
|--|---------------------------|
| Brought Forward 1 st May 2005 | 538.68 |
| Add: PC reimbursement | <u>5461.32</u> 6000.00 |
| Deduct: May Expenses | |

| | | |
|---------------------------------------|-------------|-----------------|
| Postage Stamps | 72.00 | |
| Inland Revenue | 4737.09 | |
| Washing Machine Repairs | 45.30 | |
| Mr Rothwell, Caretaking Wages | | |
| Week ending 27 th May 2005 | 393.00 | |
| Mrs T Carter-Rees, Deposit | | |
| refund (re-issued cheque) | 75.00 | |
| Burham Football Club - Deposit | | |
| Refund | 100.00 | |
| Voucher Charge | <u>3.25</u> | <u>5425.64</u> |
| | | 574.36 |
| Sum drawn 2 nd June 2003 | | 5425.64* |
| BALANCE | | <u>£6000.00</u> |

*Sum required to restore balance to £6000

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

[i] **DITTON PARISH COUNCIL ACCOUNT**

| | | |
|----------|------------------------------------|--------|
| 01.04.05 | Mobile Telephone | 16.02 |
| 05.04.05 | WPA Health Care | 380.15 |
| 07.04.05 | RBS Mentor | 284.35 |
| 18.04.05 | C F Asset Finance [Computer Lease] | 846.98 |
| 20.04.05 | Pace Petroleum | 25.61 |
| 24.04.05 | Siemens Financial Services | 564.00 |
| 23.04.05 | Nat West Bank Line | 43.25 |
| 20.04.05 | Nat West Business Card | 45.63 |
| 28.04.05 | Euphony Communications | 11.06 |

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

| | | |
|----------|---------------------------|---------|
| 01.04.05 | Sky Business | 227.95 |
| 12.04.05 | Post Office Ltd | 58.52 |
| 20.04.05 | Scottish Courage - Stock | 4578.59 |
| 21.04.05 | Beer Cellar | 1159.33 |
| 22.04.05 | HMC &E- Gaming Machine | 124.00 |
| 25.04.05 | BOC Manchester - Beer Gas | 211.50 |
| 28.04.05 | Walkers Snacks Ltd | 220.27 |
| 30.04.05 | Nat West Account Charge | 55 00 |

[iii] **DITTON COMMUNITY CENTRE ACCOUNT**

| | | |
|----------|--|---------|
| 20.04.05 | Tonbridge & Malling BC - Business Rate | 1405.52 |
| 30.04.05 | Nat West Account Charge | 55.00 |

(d) **Internal Audit Report – 3rd Visit** - Copy herewith

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

10. **REPORT FROM COMMUNITY POLICE/PARISH WARDEN**

11. **PLANNING MATTERS**

(a) **Plans Received for Comment**

| | | |
|----------------|--|-----------------------|
| TM/05/01373/FL | Rear Conservatory | 11 Wilton Drive |
| TM/05/01329/FL | Erection of garages for units 1 & 2 | Sheldon Court |
| TM/05/01418/FL | Revised design of dwelling and siting of garage | 45 Bradbourne Lane |
| TM/05/01013/FL | Demolition of existing building and residential redevelopment comprising total of 125 one, two & three bedroom dwellings 62 car barns, 120 parking spaces, access roads & landscaping | New Road Business Est |
| TM/05/01438/FL | Erection of four dwelling houses and two garages | Sheldon Court |
| TM/05/01364/RD | Details of tree protection, dormice survey and translocation of soils submitted pursuant to conditions 3, 7 & 8 of planning permission TM/04/03577/FL extension to existing all weather training gallop | Kiln Barn Farm |
| | ADDITIONAL INFORMATION REGARDING DORMOUSE SURVEY AND MITIGATION | |
| TM/05/01565/FL | One storey front extension & two storey side extension with garage | 11 Cobdown Close |

| | | |
|-----------------|--|--|
| TM/05/01589/LRD | Details of barn repair etc: submitted Pursuant to condition 3 of consent TM/05/00282/LB: Listed building Application: revised scheme for the conversion of clubhouse oast to two residential properties and conversion of barns to residential units with associated car parking and amenity space | Clifford Sheldon Club Hs 572 London Road |
| TM/05/1631/LRD | Details of joinery for the barn Submitted pursuant to condition 1 of consent TM/05/00282/LB Listed Building Applications for The conversion of clubhouse oast to two residential properties and conversion of barns to residential units with associated car parking and amenity space | Clifford Sheldon Clubhouse 572 London Road |
| TM/05/1710/FL | Enlargement of rear dormers | 35A B/Bourne Lne |

(b) **Plans Dealt with by Tonbridge & Malling Area Sub-Committee No. 3**

| | | |
|-------------------|--|--|
| TM/05/01008/FL | Conversion of garage into kitchen Extension | 44 Acorn Grove <u>GRANTED WITH CONDITIONS</u> |
| TM/05/00954/FL | First Floor rear extension | 21 Ditton Place <u>GRANTED WITH CONDITIONS</u> |
| TM/05/00840/FL | Single Storey Rear Extension | 19 Orchard Grove <u>GRANTED</u> |
| 20 Tm/05/00792/FL | Change of use to powder coating plant and erection of chimneys | Units B & C Link Belling ham Way <u>GRANTED</u> |
| TM/05/01025/TPOC | 20% crown reduction and thinning Of seven Sycamore to match the Trees in neighbouring garden TPO 12-06-11 | 15 Ditton Place <u>GRANTED</u> |

(c) **'B' Lists**

05/18 - 9.05.2005; 05/19 - 16.05.2005; 05/20 - 23.05.2005

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

(e) **Application under Section 73 for removal of condition 14 of planning permission TM/96/00238/FL (seven industrial units) to allow 24 hour movement of heavy goods vehicles at Priory Park, Ditton Court Quarry, Mills Road, Quarry Wood, Aylesford, Kent - Application TM/04.04376/FL**

Invitation to speak on the above application at Area Planning Committee 3 on 26th May 2005 - *(copy of information previously sent to Chair and Vice-Chair of Planning Committee plus Chair of the Council)*

(f) **County Lengthsmen** - Communication from Kent Highway Services, copy herewith

(g) **Highways Agency - South East Roadworks & Traffic Information Leaflet - May to August 2005**

(h) **Hermitage Quarry**

[i] TM/03/2784 - INVITATION TO SITE VISIT 14TH JUNE 2005

[ii] FURTHER DETAILS IN CONNECTION WITH THE FOLLOWING APPLICATIONS AND AN OPPORTUNITY TO SUBMIT ADDITIONAL COMMENTS

TM/03/2784 – Extraction of Ragstone & Hassock and processing on site for sale as construction aggregates. Restoration by back filling with inert waste

TM/03/2782 (previously TM/03/TEMP/0059) - variation of conditions of planning permission TM/88/295 (restoration and working scheme); and

TM/03/2787 (previously TM/03/TEMP/00962 – Variation of conditions of permission TM/95/761 – (working and restoration scheme for the Southern Extension

13. **KENT COUNTY COUNCIL PENSION FUND**

(a) **Actuarial Valuation as at 31st March 2004**

(b) **Local Government Pension Scheme (LGPS) - Important Changes to the Scheme Regulations** - Copy of information herewith

- (c) **Local Government Pension Scheme Regulations - Amendment Regulations 2004** - Copy herewith

14. **MATTERS ARISING FROM "CORRESPONDENCE FOR NOTING"** [Item 8(a)]

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**

- (a) **Appointment of Administrative Assistant**
- (b) **Grounds Staff Training**

16. **LAND AT BELL LANE**

Further information, if available.

17. **CONFIDENTIAL MEMORANDUM BOOK**

- (a) **Ex-Cleaner/Caretaker** [Ref: CM321]
- (b) **Personnel Matter** [Ref: CM322]

18. **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.