

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 AUGUST 2010 AT 7.30PM

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

Mrs) Sue Kavanagh
Clerk of the Council

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27th July 2010

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **DECLARATION OF INTERESTS**
4. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 5th JULY 2010**
5. **MATTERS ARISING**
 - (a) Cheque signatories & Electronic Payments [Page 52, Item 131(a)(iv)]
 - (i) DEBIT CARD
6. **MINUTES OF MEETINGS HELD DURING JULY 2010**
 - (a) For Confirmation & Signing
 - (i) COMMUNITY CENTRE COMMITTEE, 12TH JULY 2010 - circulated

RECOMMENDATION:

 - *Bar Matters – Security Locking* [Page 61, Item 145(b)]
 - (ii) PLANNING COMMITTEE, 19TH JULY 2010 - circulated
 - (iii) OPEN SPACES & AMENITIES COMMITTEE, 19TH JULY 2010 - circulated



(b) For Noting

(i) PUBLIC OPEN MEETING 14TH JULY 2010 - circulated

7. **CORRESPONDENCE**

(a) For Noting

SLCC:	<u>'The Clerk', July 2010. Vol 43, No. 4</u>
Rural Kent:	<u>'Oast to Coast', Summer 2010</u>
KAPC:	<u>Parish News, Issue 348, 29.6.2010</u> <u>Minutes of Area Meeting held 17.6.2010</u>
Medway Valley Partnership:	<u>'Newsletter', Summer 2010</u>
Ditton Heritage Centre:	<u>Letter of Thanks</u>
T & M Community Safety Partnership:	<u>'Month Bulletin'</u>
Kent Highways:	<u>Copy Correspondence re. The Ford</u>
Victim Support:	<u>'Kent Newsletter', July 2010</u>
Local Councils:	<u>'Update', July 2010 – Issue 129</u>
Tonbridge & Malling BC:	<u>'Spotlight on our Performance', 2010/2011</u>
Rev'd Ross Terranova:	<u>War Memorial – Crucifix</u> <u>Ditton Church Pre-School - Copy of</u> <u>correspondence sent to resident</u>
Mr Jamie Balfour:	<u>Winston Churchill Travelling Fellowship 2011</u>

(b) For Decision - Copies herewith

Kent County Council:	<u>Public Path Diversion Order 2010 – MR108 (Part) East</u> <u>Malling, & Ditton</u>
Tonbridge & Malling BC:	<u>Draft Statement of Licensing Policy – Consultation</u>
Mr Copping:	<u>Mobile CCTV</u>

8. **FINANCE**

(a) Accounts Received

C & F Carpenters:	Gazette Advertisement	35.25
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Copy Shoppe:	Gazette Advertisement	47.00
Ditton Infants School:	Grounds Maintenance	122.20
Ditton Junior School:	Grounds Maintenance	372.48
Ditton Petanque:	Food Preparation	24.51
Ditton Vets:	Pitch Hire – April	70.00
Horticulture Show:	Return of Float and Balance of Prize Money	57.94
Mrs V Doe:	Marking Up Running Track - KBRG	25.00
Multi Sports:	July Income	299.00

(b) Accounts for Payment

Salaries:	Gross 16175.08	Net 12210.53
DPC Imprest A/C:	Reimbursement	961.16*
Kent County Council:	Superannuation – July 2010	3616.06
Aquaid [Kent]:	Annual Rental & Water	89.00
	Vat <u>15.57</u>	104.57
Chubb Fire Ltd:	Servicing Fire Alarm System (Grounds)	135.75
	Vat <u>23.76</u>	159.51
DCK Beavers Ltd:	Annual Closedown & Account Prep.	1957.60
	Vat <u>342.58</u>	2300.18
Emprise Services:	Key Holder Service – July 2010	20.83
	Vat <u>3.65</u>	24.48
Kent County Council:	Vehicle Lease fee 29/06/10 to 28/09/10	1071.00
	Vat <u>187.43</u>	1258.43
Kent County Council:	Fencing Pins & Stationery	134.88
	Vat <u>23.60</u>	158.48
Kent County Playing Fields Association:	Annual Subscription	20.00
Kent Photocopier Svs:	Copy Charges	131.14
	Vat <u>22.95</u>	154.09
Popi Design & Print:	2300 Copies of the Parish Magazine – Summer Edition	1895.00
Mr D Pullinger:	July 2010 – Play Ground Locking	25.00

(c) Cheques Drawn Between Meetings

No cheques were drawn between meetings.

Breakdown of Expenditure from Imprest Account during July 2010

Brought Forward 1 st July 2010	462.10
Add: PC Reimbursement	<u>2037.90</u>
	2500.00
July Expenses:	
Voucher Charge	3.25
Petty Cash – Bar	115.06
Petty Cash – General	41.27
Parts for Water Bowser Pump	29.99
1 st A Pest Control – Kilnbarn	82.25
Community Centre Expenses	364.50
Post Office – Stamps	73.00
Emergency Wages	69.38
Petty Cash – General	97.16
Mr Manser BKG Judge Fees	36.00
Flowers (MG & AB)	<u>50.00</u>
	<u>961.16*</u>
	1538.84
Sum to be drawn 2 nd August	<u>961.16*</u>
*Sum drawn 2 nd August to restore balance to	2500.00

—(d) Direct Debits Paid During June 2010

01.06.10	WPA Health Care	505.87
01.06.10	Investec Asset Fin	118.21
02.06.10	O2	26.67
03.06.10	Sky Business	460.60
03.06.10	Mentor RBOS	357.40
04.06.10	EDF Energy	0.11
07.06.10	Nildram	42.82
17.06.10	BT Direct Debits	54.07
17.06.10	BT Direct Debits	53.72
17.06.10	BT Direct Debits	58.20
21.06.10	Hive Telecom Ltd	18.65
21.06.10	Heineken UK Ltd	5231.06
21.06.10	Red Fuel Cards	146.16
21.06.10	Tonbridge & Malling BC	1137.00
21.06.10	Tonbridge & Malling BC	67.00
25.06.10	EDF Energy – Gas	586.42
28.06.10	Walkers Snacks	255.66
28.06.10	BT Direct Debit	57.30
28.06.10	BT Direct Debit	256.27
30.06.10	O2	21.75

(e) Accounts for Payment – Community Centre

4D-Learning Limited:	50% Hire Fee Refund		500.00
Initial Washroom Solutions:	Annual Cabinet Rental	66.23	
		Vat <u>11.59</u>	77.82
Kent County Council:	Mop Wringer & Hand Soap	58.95	
		Vat <u>10.31</u>	69.26
Veolia Environmental:	June – Refuse Lifts	200.00	
		Vat <u>35.00</u>	235.00
Travis Perkins:	Macadam, shingle/gravel	77.10	
		Vat <u>13.50</u>	90.60

Deposit Refunds

OAKEN HALL	DON CARMAN HALL
17.07.10 50.00	30.07.10 110.00
26.06.10 120.00 (re-issued cheque – name change)	

(f) Accounts for Payment - Bar

Emprise Services plc:	July Key Holder Service	20.83	
		Vat <u>3.65</u>	24.48
Silver Spring Soft Drinks:	Soft Drinks	40.97	
		Vat <u>7.17</u>	48.14

(g) Bank Mandate – Resolution

(h) Internal Audit

- (i) REPORT OF FINAL VISIT OF 2009/2010 - copy herewith
- (ii) END OF YEAR REPORT 2009/2010 - copy herewith

(i) Photocopy Charges to the Public - Information herewith

(j) 2010 Village Show – Balance Sheet – copy herewith

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

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

11. **PLANNING, HIGHWAYS & TRANSPORTATION MATTERS**

(a) Plans Received for Comment

None received during past fourteen days

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

TM/10/01349/FL Two Storey Side Extension 21 Orchard Grove

GRANTED WITH CONDITIONS

TM/10/01377/FL	Replacement Garage	31 Scott Close
		<u>GRANTED WITH CONDITIONS</u>
TM/10/1203/FL	Demolition of existing fire damaged single storey restaurant & takeaway. Construction of non single storey restaurant and takeaway to replace fire damaged building	Papas Fish Restaurant 497 London Road
		<u>GRANTED WITH CONDITIONS</u>
TM/10/01112/LB	Removal of failed cement render on north-facing wall, repair of water damaged oak structure, removal of redundant brick flue stack and maintenance work	48 The Stream
		<u>GRANTED LISTED BUILDING CONSENT</u>

(c) 'B' Lists

10/27 - 12.7.2010; 10/28 - 19.7.2010

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

(e) Ditton Character Area Appraisal – Report of meeting at T&MBC

(f) Delegation of Planning Comments During August Recess

(g) County Councillor Highways Grant

12. **BEST KEPT GARDEN COMPETITION** – Details of Winners and Presentation, herewith

13. **REPORT OF VISIT TO RANG-DU-FLIERS FOR BASTILLE DAY**

14. **DITTON GAZETTE** – Autumn Edition

15. **CEDAR ROOM – YOUTH CENTRE PROJECT** – Communication from Chairman and Community Warden, herewith

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

17. **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 may 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.