

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 4TH OCTOBER 2010 AT 7.30PM

Parish Council Office
Ditton Community Centre
Kilnbarn Road
Ditton
Aylesford
Kent ME20 6AH
Tel: 01732 844749
Email: clerk@dittonparishcouncil.gov.uk
Website: www.dittonparishcouncil.gov.uk

[Mrs] Sue Kavanagh
Clerk of the Council
28th September 2010

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **DECLARATION OF INTERESTS**
4. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 6TH SEPTEMBER 2010**
5. **MATTERS ARISING**
6. **MEETINGS HELD DURING SEPTEMBER 2010**
 - (a) For Confirmation & Signing
 - (i) EXTRA ORDINARY PARISH COUNCIL MEETING, 13TH SEPTEMBER 2010
- circulated
 - (i) COMMUNITY CENTRE COMMITTEE, 13TH SEPTEMBER 2010 - circulated
 - (ii) PLANNING, HIGHWAYS AND TRANSPORTATION COMMITTEE, 20TH SEPTEMBER 2010 - herewith
 - (iii) OPEN SPACES AND AMENITIES COMMITTEE, 20TH SEPTEMBER 2010 - herewith
 - (iv) FINANCE & ADMINISTRATION COMMITTEE, 27TH SEPTEMBER 2010 - herewith
RECOMMENDATION TO ADOPT SUPPLY ALCOHOL TO MINORS POLICY
 - (b) For Noting
 - (i) TWINNING ASSOCIATION, 18th September 2010
 - (ii) CEDAR ROOM YOUTH PROJECT STEERING COMMITTEE, 19th September 2010

7. **CORRESPONDENCE**

(a) For Noting

Kent County Council:	Local Transparency
Victim Support:	'Kent Newsletter, September 2010
Local Councils:	'Update', September 2010, issue 131
English Rural:	'The Bulletin', Summer 2010
SLCC:	'The Clerk', September 2010, Vol. 42 No. 5
Nat. West:	'Mentor' Autumn 2010
Clerks and Councils:	'Direct', September 2010, issue 71
Tonbridge & Malling BC:	Minutes of Parish Partnership Meeting 25/2/2010
Protect Kent:	'Kent Voice', Autumn 2010

(b) For Decision

None to Date

8. **FINANCE**

(a) Accounts Received

DAMARA:	Photocopy Charges		96.56
Ditton Infant School:	Grounds Maintenance Charge		244.40
Ditton Junior School:	Vat on Invoice 5215	19.25	
	Grounds Maintenance Charge	<u>372.48</u>	391.73
Ditton Minors FC:	NRRG Energy Charges		46.19
Ditton Petanque Club:	Food		47.66
KentARA:	Coloured Photocopies		11.25
Multi Sports:	Income		313.00
NCS Office Systems:	Siemens Rental Charge on Photocopier		564.00

(b) Accounts for Payment

Salaries:	September Salaries Gross: 15904.74	Net 12011.80
DPC Imprest A/C:	Reimbursement of Expenses	921.60
Kent County Council:	Superannuation - September	3616.34

AquaAid:	Still Water	13.50	
		Vat <u>2.36</u>	15.86
Chubb Electronic Sec. Ltd:	Alarm Contract –Monitoring and Maintenance + Alarm Check	766.36	
		Vat <u>134.12</u>	900.48
DCK Beavers Limited:	Vat Partial Exemption Charge	416.25	
		Vat <u>72.84</u>	489.09
Ditton Community Centre:	Hire of Hall 17/12; 18/12; 31/12		950.00
EDF Energy:	Cedar Rooms	144.99	
		Vat <u>7.25</u>	152.24
Emprise:	Keyholding and Alarm Response	20.83	
		Vat <u>3.65</u>	24.48
Forge Engineering:	6 x Angle Fence Posts	72.00	
		Vat <u>12.60</u>	84.60
Kent County Council:	Safety Boots – Graeme Sedgwick	54.55	
		Vat <u>9.55</u>	64.10
Kent County Council:	Internal Audit	360.00	
	09.06.10, 16.06.10 & 25.06.10	Vat <u>63.00</u>	423.00
Kent Wildlife Trust:	Annual Subscription		41.00
Mower Plant Services:	Service to Hedge Cutters	30.00	
		Vat <u>5.25</u>	35.25
T Parker & Sons:	Surrey Loam	328.00	
		Vat <u>57.40</u>	385.40
Dean Pullinger:	Locking Play Area – September		25.00
R & D Club Supplies:	BKG Trophies & Engraving	49.19	
		Vat <u>8.60</u>	57.79
Clive Stanley:	Webmaster Fees 24 th June to 20 th September 2010		247.50
Tonbridge & Malling BC:	Contribution towards the Y2 Crewe		500.00
Three Towns Office Equipment:	Stationery	68.51	
		Vat <u>11.98</u>	80.49

DPC IMPREST ACCOUNT

Brought forward 1 st September 2010		1919.44
		<u>580.56</u>
<u>August Expenses</u>		2500.00
Voucher Charge	3.25	
Tarmac Temporary Licence	10.00	
Petty Cash Bar	222.22	

CC Expenses	216.00	
Bar Stock	207.19	
Post Office	74.20	
Kent Messenger – Advert Abba	141.00	
BKG Drinks	<u>47.74</u>	<u>921.60</u>
		1578.40
		<u>921.60</u> *
		2500.00

*Sum to be drawn on 4th October 2010 to restore balance to £2500.00

PROMOTIONS ACCOUNT

The Abba Girls Event 30th October 2010 1,200.00

(c) Direct Debits Paid During August 2010

(i) DITTON PARISH COUNCIL GENERAL ACCOUNT

02.08.2010	WPA	505.87
03.08.2010	Sky Business	466.51
03.08.2010	BNP Paribas Lease	738.32
04.08.2010	RBOS Mentor	357.40
09.08.2010	Nildram	42.82
20.08.2010	Heineken	4710.74
20.08.2009	Tonbridge & Malling BC	1137.00
20.08.2009	The Fuelcard Co.	83.04
20.08.2009	Tonbridge & Malling BC	67.00
23.08.2010	Hive Telecom	17.61
26.08.2010	EDF Energy 1 Ltd	368.87
31.08.2010	GBP Walkers Snacks	253.55

(d) Internal Audit Report, if available

(e) Completion of Audit 2009/10

(f) Local Elections 2011: Indicative Estimates of Costs to Parish Councils
Information from T&MBC, copy herewith

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

10. **REPORT FROM NEIGHBOURHOOD POLICING TEAM**

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

(a) Plans Received for Comment

TM/10/02319/FL	256m length of internal roadway to be re-made and widened	East Malling Research Station
TM/10/02374/FL	Creation of new internal mezzanine floor external alterations and boundary fence	Site 4 Priory Park Mills Road

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

None notified to date

(c) 'B' Lists

10/35 - 06.09.2010; 10/36 – 13.09.2010; 10/37 – 20.09.2010

(d) Minutes, Notes, Agenda for Area 3 Planning Committee

(e) Formal Notice of Preparation of Kent County Council's Minerals and Waste Core Strategy: Regulation 25 "Issues" Consultation – Commencing 24th September 2010

12. **REMEMBRANCE DAY**

13. **MATTERS ARISING FROM CORRESPONDENCE FOR NOTING**

14. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment 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 on the Agenda parts of this 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.