

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 4TH JANUARY 2010

PRESENT: CLLRS. M J PORTER [Chairman], J A BEADLE [Vice-Chairman], B ANGEL, MRS A R BEADLE, M D BRINE, W CORDWELL, MRS B HOUGHTON, A R MULCUCK, N NEWMAN, D H NUNN, MRS A THROSSELL & MRS THWAITES.
MRS S J KAVANAGH [Clerk of the council] & MRS N GREENAWAY[Admin. Asst.]

430. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm and welcomed those present wishing them all a happy and prosperous new year.

431. **APOLOGIES**

An apology for being unable to attend the meeting was received from PCSO Sayer.

No other apologies were received.

432. **DECLARATION OF INTERESTS**

Cllr. Mulcuck declared an interest in item 434(a) as he is a member of the May Day Fete Committee.

433. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 7th DECEMBER 2009**

The minutes of the meeting held on 7th December 2009 and previously circulated, were **CONFIRMED** and **SIGNED**.

434. **MATTERS ARISING**

(a) Ditton May Day Fete [Page 194, Item 406]

Discussion took place on whether the event should go ahead in 2010 and it was **NOTED** that a sum of £1,000 would be needed to finance the day.

RESOLVED the Council will not go ahead with the event, however, if the football club wish to take this further the Council would be willing to consider a proposal from them.

Cllr. Mulcuck advised that the Queen will be celebrating her 60th Jubilee in 2012 and the day will be declared a public holiday. Cllr. Mulcuck asked if funds could be included in next years budgets to enable an event be arranged to celebrate this.



(b) Kent Police, Policing in Ditton [Page 196, Item 408(b)]

A response from Kent Police regarding the non-replacement of Ditton's neighbourhood Police Officers Roddick and Dalton, was **READ** and it was **NOTED** that a new officer, PC Becky Ballard, has been appointed to Ditton and Aylesford and will commence her duties by 1st February 2010.

(c) Changing Room at New Road Recreation Ground [Page 205, Item 413]

It was **NOTED** that Co. Cllr. Homewood does not have any funds available to assist with the repair/replacement of the roof.

It was reported that a further lower quotation of £1,876.00 has been received and that the funds can be found within the Open Spaces and Amenities Budget to cover this cost.

RESOLVED to accept the quotation of £1,876.00 from J M Brine Roofing and proceed with replacing the roof as soon as possible.

435. **CONFIRMATION & SIGNING OF MINUTES OF EXTRAORDINARY PARISH COUNCIL MEETING HELD 21ST DECEMBER 2009**

Minutes of the above meeting were **CONFIRMED** and **SIGNED**.

436. **MATTERS ARISING**(a) Cedar Room Project

The Chairman advised that two Members are needed to serve on the Cedar Room Youth Project Steering Committee.

Cllr. Newman and Mrs Thwaites agreed to serve on this committee.

437. **MINUTES OF COMMITTEE MEETINGS HELD DURING DECEMBER 2009**(a) Finance and Administration Committee, 21st December 2009

Minutes of the above meeting were **CONFIRMED** and **SIGNED**, subject to amendment of the time of closure which should have read 8.10pm and not 8.20pm.

438. **CORRESPONDENCE**(a) For Noting

The following correspondence, circulated at the meeting, was **READ** and **NOTED**:-

Rural Kent: 'Oast to Coast', Winter 2009 + Encls.

KALC: 'Parish News', Issue 344, 15th December 2009

English Rural Housing Assoc: 'Annual Report 2009

Kent County Council: Community Safety Unit Newsletter, October 2009

Kent Highways: 'My Kent Highways Online'

Campaign to Protect Rural England: 'Threats to Kent' + Encls.

Kenward Trust: 'New Life', Winter 2009

Local Councils: 'Update', December 2009 – Issue 122

Tonbridge & Malling BC: 'Wise-Up, December 2009 – Issue 15

(b) For Decision

Tonbridge & Malling Borough Cncl: Try Angle Awards Funding 2010
READ and NOTED.

KALC: Learning & Development Survey
Members, having previously received a copy of the survey, were asked to complete their section of the survey and return to the Clerk as soon as possible.

439. **FINANCE**

(a) Accounts Received

The following accounts received during December 2009 were **READ** and **NOTED**:-

Multi Sport:	Hire Fees	511.00
Allotment Tenants:	2009/2010 Rents	56.00
EDF Energy:	Wayleave	3.45
Ditton Minors FC:	EDF Reimbursement	3.94
Ditton Bowls Club:	Water Consumption Reimbursement	42.53
Ditton Infants School:	Grounds Maintenance	116.16
Ditton Junior School;	Grounds Maintenance	354.20
Ditton Minors FC:	Line Marking	50.60
Tax Assist:	Gazette Advert	46.00

(b) Accounts For Payment

RESOLVED the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

Salaries:	Gross: £16074.55	Net	12015.34
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DPC Imprest A/C:	Reimbursement of December Expenses		1149.00
Kent County Council:	Superannuation - December 2009		3836.95
AquAid:	Still Water	20.25 vat <u>3.04</u>	23.29
DCK Beavers Ltd:	VAT Partial Exemption Calculation	578.75 vat <u>86.81</u>	665.56
EDF Energy:	Energy & Climate Charge Levy	550.83 vat <u>82.62</u>	633.45
Emprise:	Keyholding and Alarm Response	20.83 vat <u>3.13</u>	23.96
KAS Welding Supplies:	3 x Disposable Welding Gas Cylinders		43.47
Kent County Council:	A4 Paper & Refuse Sacks	48.49 vat <u>7.27</u>	55.76
Nico:	Toner Cartridge	99.65 vat <u>14.95</u>	114.60
Parker Merchanting:	1 st Aid Box supplies	54.08 <u>8.11</u>	62.19
Popi:	2000 Christmas Gazettes		1315.00
Mr Pullinger:	Playground Locking		25.00
St John Ambulance:	Training for 2 members of staff	516.00 vat <u>77.40</u>	593.40
Three Towns Office Equip:	'Received' Date Stamp White Window envelopes	15.05 <u>53.21</u> 68.26 vat <u>10.23</u>	78.49
United Balloon & Gas:	Delivery Bag Hallowe'en	5.00 vat <u>0.75</u>	5.75

Imprest Account – Breakdown of Expenditure during December 2009

Brought forward 1 st December 2009	390.42
Add: PC Reimbursement	2109.58
Peter Eligate – NYE	1500.00
Raffle Prize Reimbursement	<u>222.70</u>
	4222.70
Deduct December Expenses:	
Voucher Charge	3.25
Repairs to Printer	86.25

Bar Petty Cash	156.66	
PC Petty Cash	72.88	
Stamps for Annual Mail Drop	90.00	
Rabbit Control	120.00	
Cancelled Wedding Deposit 22.01.10	500.00	
Peter Eligate – Act NYE	1500.00	
Cllr & Staff Get Together	286.96	
Admin Expenses	<u>55.00</u>	<u>2871.00</u>
		1351.00
		<u>1149.00</u> *
		2500.00

* Sum to be drawn on 4th January 2010 to return the balance to £2500.00

(c) Direct Debits - Paid During November 2009

The following direct debits paid during November 2009 were **READ** and it was **NOTED** that they have been checked by Cllr. Mrs Beadle.

[i] DITTON PARISH COUNCIL ACCOUNT

03.11.2009	WPA Health	608.51
03.11.2009	Sky Business	450.80
04.11.2009	RBS Mentor	357.40
09.11.2009	Nildram	41.91
20.11.2009	S & N UK Ltd	4444.13
20.11.2009	Tonbridge & Malling BC	1200.00
20.11.2009	Red Fuelcards	55.01
20.11.2009	Tonbridge & Malling BC	74.00
23.11.2009	Euphony Comms	12.85
23.11.2009	Waverleys	47.32
27.11.2009	EDF Energy	726.69
30.11.2009	Walkers Snacks	212.88
30.11.2009	NW Business MC	128.73

(f) Christmas Dances - Balance Sheet

The balance sheet was circulated at the meeting and showed a profit on ticket sales of £4,193.25 and a profit of £698.30 on raffle ticket sales. The profit from the sale of raffle tickets will be placed in the charities account and used to fund donations to local organisations and charities.

It was **NOTED** that the cost of the Orchestras/Bands have increased this year which has resulted in less profit being raised from the dances.

RESOLVED the price of tickets for the two Christmas and New Year's Eve dances be increased by £1.00 to £17.00 this year. Ticket prices for the Spring dance and Autumn supper dance will be agreed once actual costs are known.

(g) Appointment of External Auditor for 2009/10 to 2013/14

It was **NOTED** that in compliance with the Audit Commission policy to rotate appointed auditors after 5 years, the responsibility for this Council's audit will be transferred to Wayne Rickard for financial years 2009/10 to 2013/14. A profile of Wayne Rickard was **READ** and **NOTED**.

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

No Borough or County Councillors were present.

441. **REPORT FROM NEIGHBOURHOOD POLICING TEAM/COMMUNITY WARDEN**

Apologies for being unable to attend had been previously notified by PCSO Sayer.

442. **PLANNING, HIGHWAYS & TRANSPORTATION MATTERS**(a) **Plans dealt with by Planning Committee Chairman & Clerk during December Recess**

TM/09/02977/FL	Construction of new four bedroom house with lower ground Garage/cellar -AMENDMENT TO DESIGN OF REPLACEMENT DWELLING APPROVED UNDER TM/03/03610/FL	Kiln Barn Farm
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RESOLVED NO OBJECTION BUT CONCERN BE EXPRESSED THAT IF TARMAC IS USED FOR THE DRIVEWAY IT MAY BE LIABLE TO FLOODING. IT WOULD BE PREFERABLE TO USE OPEN BLOCK PAVING ON SUCH A LARGE EXPANSE OF DRIVEWAY AS THIS WOULD OFFER BETTER DRAINAGE.

(b) **Plans Received for Comment**

TM/09/03030/FL	Construction of glasshouse for growth of strawberries	East Malling Research
		RESOLVED NO OBJECTION

~~(c) **Plans Dealt with by Tonbridge & Malling Area Sub-C'ttee No. 3**~~(c) **Plans Dealt with by Tonbridge & Malling Area Sub-Committee No. 3**

No decisions had been received since the last meeting.

(d) **'B' Lists**

The following 'B' Lists were CIRCULATED, **READ** and **NOTED**:-

09/48 - 30.11.2009: 09/49 - 7.12.2009

(e) **Agenda, Minutes, Notes etc. of Area 3 Planning Committee**

Cllr. Mulcuk reported there was nothing in the document relating to Ditton.

(f) **Notice of Appeal – Erection of 6m high light column with luminaire, 429 -431 London Road**

NOTED the applicant has made an appeal to the Planning Inspectorate against the decision of the Borough Council, as Planning Authority, to refuse the proposal.

All previous comments will be forwarded to the appointed Inspector and any additional comments must be submitted in triplicate and arrive by 6th January 2010.

- (g) Notice of Planning Enforcement Investigation, Alleged change of use from residential to a mixed residential/business use – catering company, 56 Primrose Drive

Discussion took place and Members were extremely concerned to note that the Planning Officer does not consider that a change of use of the above dwelling (to provide a catering service from a domestic premise), has taken place. Members were also concerned that the occupier is currently seeking permission to store catering equipment and food in the detached garage belonging to the property.

Members were of the strong opinion that any use of a domestic premises as a catering service is against all Health, Food and Hygiene regulations and a definite change of use. Members also felt that storage of food, oils etc. and catering equipment in a garage would create a serious hazard.

RESOLVED The Borough Council's Planning and Environmental Health departments be advised of this Council's concerns and that it considers this to be completely the wrong use of a domestic premise on so many levels.

- (h) Consultation Draft: Community Infrastructure Provision Service Strategies in Kent 2009

The above document was **READ** and it was **NOTED** this Council has no comments to make.

- (i) Commencement of The Traffic Management (KCC) Permit Scheme: The Traffic Management Permit Scheme (England) Regulations 2007

Information previously circulated was **READ** and **NOTED**.

- ~~(d) 'B' Lists~~

443. **MATTERS ARISING FROM "CORRESPONDENCE FOR NOTING"**

There were no matters arising.

444. **CLOSURE**

The meeting closed at 8.15pm with the Chairman wishing everyone a safe journey home through the snow and ice.

Chairman
1st February 2010