

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 5th JULY 2010

PRESENT: CLLRS. J A BEADLE (VICE-CHAIR), M BRINE, W CORDWELL, MRS B HOUGHTON, A R MULCUCK, N NEWMAN, D H NUNN, MRS A THROSSELL & MRS J F THWAITES
CO. CLLR PETER HOMEWOOD, MRS M GRANTHAM [Community Centre Administrator],
MRS N GREENAWAY [Admin. Assistant]

123. **OPENING OF MEETING**

The Vice-Chair opened the meeting at 7.30pm.

124. **APOLOGIES FOR ABSENCE**

Apologies were RECEIVED from Cllrs Mrs Beadle, Porter and Stone. The previously notified reasons for absence were **APPROVED** and recorded in the absence book ref 77. Apologies were also **RECEIVED** from the Clerk, PC Becky Ballard and PCSO Rob Sayer.

125. **CASUAL VACANCY**

The Chairman advised that two applications have been received to fill the casual vacancy on the Council. It was **NOTED** that personal details, supplied by the applicants, had previously been circulated to all Members.

The applicant present was invited to say a few words in support of his application.

The Chairman moved that a ballot be taken and voting resulted in Mr Paul Hatcher being co-opted onto the parish council.

126. **DECLARATIONS OF INTERESTS**

There were no declarations of interest.

127. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7th JUNE 2010**

The minutes of the above meeting which had been previously circulated were **CONFIRMED** and **SIGNED**.

128. **MATTERS ARISING**

Cllr Mulcuck asked if the number of the Tree Preservation Order at 431/439 London Road (Page 31, Item 69(e) could be confirmed.



129. **CONFIRMATION & SIGNING OF MINUTES OF AN EXTRA ORDINARY PARISH COUNCIL MEETING HELD ON 21ST JUNE 2010**

The minutes of the above meeting which had been previously circulated were **CONFIRMED** and **SIGNED**.

130. **MATTERS ARISING**

There were no matters arising.

131. **MINUTES OF MEETINGS HELD DURING JUNE 2010**

(a) **For Confirmation**

(i) COMMUNITY CENTRE COMMITTEE, 14th JUNE 2010

The above minutes were presented by Cllr. Nunn and **CONFIRMED** and **SIGNED** as a correct record. Cllr Brine advised he would be umpiring the cricket match (Page 35, Item 79(b) and also assisting with the BBQ cooking. Cllr Cordwell asked if the problem area on the Oaken Hall Floor (Page 36, Item 81) had been resealed. The Community Centre Administrator advised that the floor needed to 'cure' before it could be re-done.

(ii) PLANNING COMMITTEE, 21ST JUNE 2010

The above minutes were presented by Cllr. Mulcuck and **CONFIRMED** and **SIGNED** as a correct record.

(iii) OPEN SPACES & AMENITIES COMMITTEE – 21ST JUNE 2009

The above minutes were presented by Cllr. Mrs Thwaites and **CONFIRMED** and **SIGNED** as a correct record subject to the wording of Item 105(a), Page 43 being changed to READ "it was agreed several years ago that the council did not want the responsibility of the pond"

(iv) FINANCE AND ADMINISTRATION COMMITTEE, 28TH JUNE 2010

The above minutes were presented by Cllr Beadle and **CONFIRMED** and **SIGNED** as a correct record.

Recommendations

1. Cheque Signatories & Electronic Payments [Page 48, Item 115(c)]
2. Standing Orders [Page 48, Item 116(a)]
3. Draft Media Policy [Page 48, Item 117]
4. Ditton Youth Centre Lease [Page 48, Item 119]

Cllr Mrs Throssell asked if the External Internal Auditor was aware that the imprest cheques are approved by the Council retrospectively as his e-mail indicated that he thought the council approved these cheques in advance. Cllr Cordwell asked what will happen if cheques are to be phased out of use. This will be dealt with if and when it happens. Cllr Brine asked if quotes for printing the gazette had been received. It was **NOTED** that the gazette would be dealt with later on the Agenda. Cllr Mrs Throssell asked how much the cost of the lease for the youth club would

be and when it was required. Discussion took place on how soon this was required and if the youth club could pay for the lease to be drawn up. Cllr Newman said that the grant application had failed on a technicality and was being appealed and therefore no money was available for the building project.

RESOLVED to **RATIFY** recommendations 1 to 3 but to holdover number 4 and review it in 3 months or if the grant appeal is successful.

(b) **For Noting**

(i) TWINNING MEETING, 19th JUNE 2010

READ and **NOTED**.

132. **CORRESPONDENCE**

(a) **For Noting**

The following correspondence was CIRCULATED, **READ** and **NOTED**:-

Rural Kent:	<u>July 2010 Council Meeting</u>
	<u>'Rural News, Issue 95 May 2010</u>
Ditton Heritage Centre Ltd:	<u>Letter of Thanks</u>
Common Work:	<u>Update</u>
Local Councils:	<u>'Update', Issue 128 June 2010</u>
Clerks & Councils:	<u>'Direct', July 2010, Issue 70</u>
Home Improvement Agency:	<u>In touch</u>
St Peter's Church:	<u>Letter of Thanks</u>

(b) **For Decision**

Tonbridge & Malling BC: Review of Polling Districts and Polling Places Consultation:
18 June - 6 August 2010
READ and **NOTED**.

Ditton Twinning Association: Rang-du-Fliers Town Band
READ and **NOTED**.

RESOLVED TO CONTACT REV RISCILLA PAYNE TO ASK IF IT WILL BE POSSIBLE FOR THE BAND TO PLAY AT NEXT YEAR'S COMMUNITY DAY.

Mrs C Matthews: **RESOLVED** Oaken Woods - Quarry Extension Proposal
TO RESPOND ADVISING THAT THIS COUNCIL
OBJECTED TO THE OUTLINE APPLICATION RECEIVED
LAST YEAR AND TO THE FOOTPATH DIVERSION.

The Chairman moved that an additional item of date sensitive correspondence be considered:-

TMBC: **RESOLVED** Ditton Character Area Appraisal
A letter from TMBC about the development of a new
planning policy to preserve the character of the area was
CIRCULATED, READ and **NOTED**. The Vice-Chair said it
was important that some members attend the meeting to
discuss this on 26th July. It was **NOTED** that the Personnel
meeting was scheduled to take place on the same day.
TO POSTPONE THE PERSONNEL MEETING AND CLLRS
MULCUCK, NEWMAN, MRS THROSSELL AND POSSIBLY
MRS THWAITES, WILL ATTEND THE MEETING AT
TMBC.

133. **FINANCE**

(a) **Accounts Received**

The following accounts received were **READ** and **NOTED**:-

Aylesford Pterodactyls:	Balance of Square Fee 2010 Season		125.00
Ditton Infants School:	Grounds Maintenance		122.20
Ditton C of E Juniors:	Grounds Maintenance		372.48
Ditton Minors FC:	NRRG - Line Marking	38.78	
	NRRG - Energy Charges	36.51	
	NRRG - Waste Water Charges	<u>14.10</u>	89.39
Maidstone United FC:	Junior Pitch Hire 2010/11		90.00
Multi Sports:	Hire Fees		394.50

(b) **Accounts For Payment**

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

Salaries:	Gross: 16055.56	Net: 12021.75
DPC Imprest A/C:	June Reimbursement	2037.90*
Kent County Council:	Superannuation Subscriptions – June 2010	3612.92
Acorn Restoration Limited:	Beloved Bench for Village Green	464.57
	Vat <u>81.30</u>	545.88

Aquaid [Kent]:	Water & Environmental Charge	43.80	
		Vat <u>7.66</u>	51.46
Chubb Electronic Security	Contract renewal 1/8/2010 – 31/8/2010	208.35	
		Vat <u>36.46</u>	244.81
Clive stanley Associates:	Webmaster Fees 1 st April – 24 th June 2010		264.00
Mrs Linda Curtin:	Council's Contribution - Varifocals		75.00
Ernest Doe & Sons:	Bottom Blade for Gang Mower	40.00	
		Vat <u>7.00</u>	47.00
EDF Energy:	Energy Charge – Cedar Room, Guides & Multi Sports	292.09	
		Vat <u>14.60</u>	306.69
Emprise Service plc:	Key Holder Charge – June 2010	20.83	
		Vat <u>3.65</u>	24.48
Kent County Council:	Vat only on Invoice C052829 – Vehicle Hire		187.43
Kent County Council:	Paint, Linemarking Powder	24.45	
		Vat <u>4.28</u>	28.73
Nico Office Limited:	1 x Black Toner for Konica Minolta Printer	103.65	
		Vat <u>18.14</u>	121.79
Open Spaces Society:	Annual Subscription		40.00
Parker Merchanting:	Strimmer Wire	19.77	
	Latex Gloves & Spectacles	<u>29.91</u>	
		49.68	
		Vat <u>8.70</u>	58.38
Mr D Pullinger:	Locking KBRG Play Area – June 2010		25.00
Southern Water:	Wastewater – NRRG Changing Rooms		14.10

Under LGA 1972 S144

Ditton Heritage Centre Ltd:	Donation towards producing a Heritage Centre Book		300.00
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Accounts Paid Between Meetings

No accounts were paid between Meetings.

Breakdown of Expenditure from Imprest Account during June 2010

Brought forward 1 st June 2010	1209.25
Add: PC Reimbursement	<u>1290.75</u>
	2500.00

June Expenses

	56	
Voucher Charge	3.25	
Petty Cash – Bar	183.69	
Gaming Machine Permit	39.50	
Binding Parish Council Minutes	50.00	
Caretaker/Cleaner Advertisement	213.85	
Postage Stamps	63.00	
Petty Cash – PC	135.33	
Bar Expenses	500.36	
Community Centre Expenses	279.24	
Stream Nurseries- Hanging Baskets	160.00	
Sage UK – Payroll Envelopes	24.68	
Plants for War Memorial	85.00	
Horticulture Show - Float	<u>300.00</u>	<u>2037.90</u>
		462.10
		<u>2037.90*</u>
		2500.00

*Sum to be drawn on 5th July 2010 to restore balance to £ 2500.00

(c) **Direct Debits - Paid During May 2010**

The following Direct Debits paid during April 2010 were **APPROVED, READ** and **NOTED:-**

04.05.10	WPA Health	505.87
04.05.10	Sky Business	460.60
06.05.10	RBOS PLC Mentor	357.40
10.05.10	Nildram	42.82
14.05.10	Southern Electric	3930.09
20.05.10	Heineken UK	6828.13
20.05.10	Tonbridge & Malling Borough Cncl	1137.00
20.05.10	Fuelcard Company	87.54
20.05.10	Tonbridge & Malling BC	67.00
21.05.10	Euphony Communications	18.22
21.05.10	Waverley TBS	158.37
27.05.10	EDF Energy 1 Ltd	824.01
28.05.10	NW Business Card	318.60
28.05.10	Walkers Snacks	196.55

134 **REPORTS FROM BOROUGH & COUNTY COUNCILLORS**

Co Cllr Peter Homewood advised that he still had a substantial amount of grant available for highway projects and asked that suggestions be forwarded as soon as possible. Discussion took place and items such as a speed indicator advice were suggested.

RESOLVED to ask for suggestions at the next Planning, Highways and Transportation meeting.

It was **NOTED** that no report from Borough Councillor Stone was available.

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

The Vice-Chairman **READ** a report on the crime figures for Ditton for June, supplied by PC Becky Ballard: Total Crimes 7 including 3 theft from motor vehicles, 3 assaults and 1 criminal damage.

136. **PLANNING MATTERS**(a) **Plans Received for Comment**

Noted no plans received in the last 14 days.

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

The following decisions were **READ** and **NOTED**:-

TM/10/00803/FL	Replacement of Existing dwelling with a new 3 bedroom dwelling	45 Bradbourne Lane <u>GRANTED WITH CONDITIONS</u>
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TM/10/01070/FL	Part two/part first floor side extension	29 St Peters Road <u>GRANTED WITH CONDITIONS</u>
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(c) **'B' Lists**

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

10/23 - 14.6.2010; 10/24 - 21.6.2010

(d) **Notice of Temporary Road Closure – Woodlands Road**

The temporary road closure of part of Woodlands Road from Wednesday 4th August for up to 6 days, was **READ** and **NOTED**.

RESOLVED to write to KHS to ask that the resurfacing be of a better standard that that recently undertaken in St Peter's Road and Ditton Court Close and that the new surface in these areas is already starting to break up.

Cllr Mulcuck advised that an additional date sensitive item for consideration had been received:-

(e) **Integrated Transport Programme 2010/11**

It was **NOTED** that several proposed transport projects in the area have now been cancelled such as a speed limit reduction in East Malling, a bus priority lane in Leybourne and a cycle lane in Aylesford.

137. **DITTON GAZETTE**

It was **REPORTED** that quotations had been sought to produce the gazette in an A5 booklet style publication with colour on the front and back pages only. Cllr Brine said he was struggling to fill 12 pages of the gazette in its current format and would find it even more difficult if it was changed

to A5. He said he felt this needs to be looked at more closely and suggested a sub-committee be formed to look at the layout and advertisement fees. Cllr Brine also advised of dates he would be unavailable in August and September which will make it difficult to meet the autumn gazette deadline of back from the printers by 18th September. It was suggested that some of the preparation for the next gazette be done in the parish office.

RESOLVED Cllrs Brine, Cordwell and Mulcuck be on the sub-committee and Mandy be asked if she could attend the meetings to provide liaison with the parish office.

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

There were no matters arising.

139. **CLOSURE**

The meeting closed at 8.45pm.

Chairman
2nd August 2010