

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 1st AUGUST 2011 AT 7.30PM

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

(Mrs) Nicola Greenaway
Clerk of the Council

Tel: 01732 844749
Email: clerk@dittonparishcouncil.gov.uk
Website: www.dittonparishcouncil.gov.uk

26th July 2011

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **DECLARATION OF INTERESTS**
4. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 4th JULY 2011**
5. **MATTERS ARISING**
6. **MINUTES OF MEETINGS HELD DURING JULY 2011**

(a) **For Confirmation & Signing**

- (i) COMMUNITY CENTRE COMMITTEE, 11TH JULY 2011 - circulated

RECOMMENDATIONS:

- *Bar Matters – Professional Review* [Page 63, Item 134(c)]
- *Bars – Repairs to Leaking Heating Pipes* [Page 63, Item 134 (e)]

- (ii) PLANNING COMMITTEE, 18TH JULY 2011 – herewith



(iii) OPEN SPACES & AMENITIES COMMITTEE, 18TH JULY 2011 - herewith

RECOMMENDATIONS:

- *Finance – Damaged Manhole Cover* [Page 67, Item 77(b)]

(iv) FINANCE & ADMINISTRATION COMMITTEE, 25TH JULY 2011 - herewith

RECOMMENDATIONS:

- *CCTV Policy* [Page 72, Item 93]
- *Ditton Gazette - Quotations* [Page 73, Item 95 (b)]

7. **CORRESPONDENCE**

(a) For Noting

TMBC: Minutes of meeting of Crime Prevention Panel 04.07.2011

KALC: Minutes of meeting held on 28.06.2011
Parish News – Issue 354 May/June 2011

Clerks & Councils: Direct – July 2011 Issue 76

SLCC: 'The Clerk', July 2011. Vol 43, No. 4

Action with Communities
In Rural Kent: Annual Meeting – Thursday 13th October 2011
Oast to Coast – Summer 2011
Rural News – Issue 104

Kenward Trust: Update – Summer 2011
Thank you for donations

Kent Community Health: Real Involvement Newsletter – Issue 12 Summer 2011

Local Councils Update: July 2011 - Issue 141

Age Concern Malling: Wheelchair Accessible Transport Scheme

English Rural: The Bulletin – Summer 2011

Sustainable Gov: 21 July 2011

(b) For Decision - Copies herewith

KALC: The Queens Diamond Jubilee – Jubilee Beacons and
Sport England Inspired Facilities

TMBC: Community Enhancement Fund

Kent Community Health: Invitation to meeting of voluntary and community organisation
on the future development of Kent Community Health NHS Trust

Children with Cancer UK: Request for donation

8. **FINANCE**

(a) Accounts Received

Castle Colts FC:	Pitch Fees 2011/12		210.00
Ditton Guides & Brownies:	Energy Charges – Guide HQ		10.98
Ditton Gazette:	Adverts		24.00
Ditton Infants School:	Grounds Maintenance Charge		259.20
Ditton C of E Junior School:	Grounds Maintenance Charge		394.80
Horticulture Show:	Refund on unspent allowance		21.70
Multi Sports:	Income		317.00
Photocopy Users:	Charges		123.80

(b) Accounts for Payment

Salaries:	Gross: 13045.49	Net:	10129.38
DPC Imprest A/C:	Reimbursement		1401.80
Astra Security:	Padlock for Multi Sports	116.17 Vat <u>23.23</u>	139.40
AquAid:	Annual Rental and Water	102.50 Vat <u>20.50</u>	123.00
Aaron Beacham:	Repairs to Tractor	56.48 Vat <u>11.30</u>	67.78
EDF Energy:	NRRG Changing Room Energy	28.62 Vat <u>1.43</u>	30.05
Emprise Services:	July Keyholder	20.83 Vat <u>3.65</u>	24.48
Fuelcare:	Red Diesel	663.16 Vat <u>33.16</u>	696.32
Grogans Electrical Services:	Water Heater for Grounds man Mess Room Electrical Work to Mess Room	465.00 <u>360.00</u> 825.00 Vat <u>165.00</u>	990.00
Kent County Council:	Vehicle Hire 08.07.2011 to 07.08.2011	326.00 Vat <u>65.20</u>	391.20
Kent County Council:	Stationery, Line Marking & Fencing Pins	133.69 Vat <u>26.73</u>	160.42

Mr D Pullinger:	July 2011 – Play Ground Locking		25.00
Mower Plant Services:	Parts for Honda	34.30	
		Vat <u>6.86</u>	41.16
Sage [UK] Limited:	Payroll Cover	305.00	
		Vat <u>61.00</u>	366.00
St Peters Parochial Church Council:	1st Instalment Churchyards & Cemeteries		715.50

Breakdown of Expenditure from Imprest Account during July 2011

Brought forward 1 st July 2011	935.09
Reimbursement	<u>1564.91</u>
	2500.00

July Expenses

Voucher Charge	3.25	
Petty Cash – Bar	85.44	
Petty Cash – PC	54.21	
Horticulture Show Float	300.00	
Community Centre Expenses	227.59	
Bar Expenses	219.91	
Postage Stamps	77.00	
KALC – Training Cllr Day	72.00	
Faversham Glass	<u>58.80</u>	1098.20
		<u>1401.80*</u>
		2500.00

* *Reimbursement required on 1st August 2011 to restore balance to £2500.00*

c) Cheques Drawn Between Meetings

No cheques were drawn between meetings.

(d) Direct Debits Paid During June 2011

01.06.2011	Scottish Power	892.00
01.06.2011	Investec Asset	120.72
02.06.2011	Sky Business	517.20
03.06.2011	RBOS Mentor	663.16
10.06.2011	TalkTalk Business	12.00
10.06.2011	Matthew Clark	335.20
14.06.2011	Kent Frozen Food	53.87
20.06.2011	BT	61.23
20.06.2011	BT	56.88
20.06.2011	BT	56.88
20.06.2011	Heineken	3583.35
20.06.2011	TMBC	1111.00
20.06.2011	The Fuelcard	82.01
24.06.2011	BOC Manchester	292.80
27.06.2011	EDF Energy	569.79
27.06.2011	Hive Telecom	14.10

28.06.2011	BT	398.66
29.06.2011	O2	30.00
29.06.2011	GBP Walkers	210.48
29.06.2011	Veolia ES	240.00
30.06.2011	NCS Group	281.52
30.06.2011	NCS Group	90.00

(e) Accounts for Payment – Community Centre

Grogans Electrical	Repairs to Light Fitting	40.00	
		Vat <u>8.00</u>	48.00
Kent County Council:	Cleaning Materials	150.89	
		Vat <u>30.18</u>	181.07
Lyreco UK Ltd: Services:	Bleach	22.00	
		Vat <u>4.40</u>	26.40
Poyntell Ltd:	Repair to Fire Door – Don Carman Hall	180.00	
		Vat <u>36.00</u>	216.00
Record UK Ltd:	Planned Maintenance	90.00	
		Vat <u>18.00</u>	108.00
Shand Security Ltd:	SIA Doorman 16 th July 2011	81.00	
		Vat <u>16.20</u>	97.20

Deposit Refunds

OAKEN HALL

16.07.2011 £500.00

(f) Accounts for Payment - Bar

L W Burt:	Report on Leaking Pipes in Kilnbarn Bar	769.81	
		Vat <u>153.96</u>	923.77
County Stocktakers:	Stock Take – 1 st June 2011	200.00	
		Vat <u>40.00</u>	240.00
Emprise Services:	Key Holder July 2011	20.83	
		Vat <u>3.65</u>	24.48
Grogans Electrical:	Repairs to Lighting Behind Bar area – Don Carman Hall	70.00	
		Vat <u>14.00</u>	84.00
Kent County Council:	Cleaning Materials	9.99	
		Vat <u>2.00</u>	11.99
Lansell Soft Drinks:	Water & Soft Drinks	90.34	
		Vat <u>18.06</u>	108.40

Travis Perkins:	Materials for repairs to Kilnbarn Benches	31.57	
		Vat <u>6.31</u>	37.88

(g) 2011 Village Show – Balance Sheet – copy herewith

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

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

11. **SECTION 32, COUNTY OF KENT ACT 1981 – BREACH OF BAN**

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

(a) Plans Received for Comment

TM/11/01730/AT	4 x internally illuminated folded fascia, 1 x internally illuminated totem with fret cut and pushed through molded graphics, 1 x non illuminated entrance gate, 1 x non illuminated welcome sign and 2 x non illuminated double sided directional signs	Ditton Service Stn 675 London Rd
----------------	---	-------------------------------------

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

TM/11/01186/FL	Proposed new windows in front elevation and security fence	Units B & C Link 20 New Hythe Bus Park
<u>GRANTED SUBJECT TO CONDITIONS</u>		

TM/11/01417/RD	Details of landscaping and boundary treatment submitted pursuant to condition 1 of planning permission TM/10/2531/FL (Section 73 variation of TM/05/959 – Erection of a two storey extension to Cobdown House and construction of two additional buildings all for use Classes B1(a) offices, B1(b) research and development, B1(c) light industry, together with associated Parking).	Cobdown House 548 London Road
----------------	--	----------------------------------

APPROVED

TM/11/01084/FL	Change of use and conversion of a former office building and barn to two units of residential accommodation and cessation of lawful use of land for HGV parking.	Knoxes Shaw Farm Kiln Barn Road
----------------	--	------------------------------------

GRANTED SUBJECT TO CONDITIONS

(c) 'B' Lists

11/27 - 12.7.2011; 11/28 - 19.07.2011;

(d) Planning Enforcement Investigation at Kentish Quarryman regarding Alleged Unauthorised use of site for hot food takeaway

13. **BEST KEPT GARDEN COMPETITION**

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

15. **KILNBARN 25 YEAR CELEBRATIONS**

16. **QUEENS JUBILEE 2012** (Requested by Cllr Mulcuck)

17. **DITTON GAZETTE** – Autumn Edition

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

In view of the confidential nature of the following business, In accordance with Standing Orders 27 & 50, the remainder of the meeting will exclude the press and public.

19. **CONFIDENTIAL MEMORANDUM BOOK**

(a) CM356 Finance – Financial Analysis [Page 62, Item 132(c)]

20. **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.