

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 7TH NOVEMBER 2011

PRESENT: CLLRS M J PORTER (CHAIRMAN), J BEADLE (VICE-CHAIR), MRS A BEADLE, M D BRINE, W CORDWELL, MRS E DAY, A R MULCUCK, N NEWMAN, D H NUNN, A PIPER, MRS A THROSSELL, MRS J F THWAITES AND J YEARSLEY
BOROUGH CLLR MRS C GALE, MRS N GREENAWAY (CLERK OF THE COUNCIL)

230. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

231. **APOLOGIES FOR ABSENCE**

It was **NOTED** all members were present but apologies were **RECEIVED** from Borough Cllr Mrs J Bellamy.

232. **DECLARATION OF INTERESTS**

Cllr Nunn declared a personal interest in item 236(b) Correspondence for Decision - letter from resident regarding anti-social behaviour in Pear Tree Avenue as he lives in Pear Tree Avenue. Cllr Newman declared a personal interest in item 236(b) Correspondence for Decision – request from Ditton Youth Centre to display poster on Parish Council notice boards as he is a member of Ditton Youth Centre Committee.

233. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 3RD OCTOBER 2011**

The minutes of the above meeting, which had previously been **CIRCULATED**, were **CONFIRMED** and **SIGNED** as a correct record.

234. **MATTERS ARISING**

There were no matters arising.

235. **MINUTES OF MEETINGS HELD DURING OCTOBER 2011**

(a) **For Confirmation & Signing**

(i) **Community Centre Committee, 10th October 2011**

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

The Chairman advised members that on page 129 Item 208(d) – Use of Hall by the Twinning Committee would need to be put back on the next agenda because advice had been obtained from the Monitoring Officer and it was not correct that members of the committee that are also members of the Twinning Committee were excluded from the vote.

(ii) Planning, Highways & Transportation Committee, 17th October 2011

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

(iii) Open Spaces & Amenities Committee, 17th October 2011

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

RECOMMENDATIONS:

- Correspondence for Decision – Anti Social Behaviour in Pear Tree Avenue
 - Ascertain if CCTV Camera can be moved
 - Meeting between residents, Police and Parish Council

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ADJOURNMENT

Following concerns previously raised at the meeting of the Open Spaces and Amenities Committee five residents from Pear Tree Avenue attended the meeting to ask the Council for assistance in dealing with the rise in anti-social behaviour from youths that gather outside the Kilnbarn and then cause problems when they leave via Pear Tree Avenue. The neighbourhood watch co-ordinator for Pear Tree Avenue reported that gangs are throwing eggs, banging and kicking doors, kicking cars and dropping lots of litter. Another resident had concerns that the alleyway in Pear Tree Avenue was not lit and therefore this encouraged the youths to congregate there where they could not be seen. The residents said that they would like the CCTV camera to be moved to the area and also felt that if the benches were removed from outside the Kilnbarn, it might discourage the gangs from gathering there. Discussion took place on possible solutions including requesting increased police surveillance in the evenings, moving the CCTV camera, asking the Community Warden to concentrate on the area when on a late shift, asking for anti-litter signs and lighting in the alleyway.

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Members further discussed the issues raised by the residents and stated that it was imperative that every incident of anti-social behaviour is rung in to the police to highlight that there is a problem in the area and hopefully trigger an increase in police patrols to the area.

RESOLVED to have the benches removed from outside the Kilnbarn, to make requests for anti-litter posters and lighting in the alleyway, more police surveillance of the area and to ask the KCC Warden to concentrate on the area when on a late shift.

RESOLVED TO RATIFY the above recommendations from the Open Spaces Committee to ascertain if the CCTV Camera can be moved and to call a meeting between residents, the Police and the Parish Council in a few weeks to time to see if the above measures have had any impact.

(b) For Noting

(i) Twinning Association, 15 October 2011

READ and **NOTED**.

236. **CORRESPONDENCE**

(a) For Noting

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

Kent County Council:	<u>Mineral Waste Development Plan Documents – 24.10.11</u>
Mentor Services:	<u>Legal Update October 2011</u>
English Housing Association:	<u>Annual report 2011</u>
AB Licencing Solutions:	<u>Information of Services Provided</u>
Tonbridge & Malling Crime Prevention Panel:	<u>Minutes of a Meeting Held on 19th September 2011</u>
Cobra Insurance Brokers:	<u>Change of Ownership to Aston Scott Group</u>
Local Council Update:	<u>Issue 144 – October 2011</u>
Oast to Coast:	<u>Autumn Issue</u>
KALC:	<u>Annual report 2010/11</u>
Borough Cllr Mrs Gale:	<u>Maidstone & Tunbridge Wells NHS Trust List of Services (October 2011)</u>
KCC:	<u>HOSC Notes</u>
West Kent NHS Trust:	<u>Community Exercise Programme</u>
PC Becky Ballard:	<u>Stay Safe – Autumn 2011</u>
NALC:	<u>Localisation of Business Rates</u>
Clerks & Councils Direct:	<u>November 2011, Issue 78</u>
SLCC:	<u>The Clerk, November 2011 Vol.43 No6</u>

(b) For Decision

Leybourne Grange Riding Centre
For the Disabled: Invitation to Christmas Blessing & Nativity 9th December 2011

RESOLVED

THE CHAIRMAN WILL ATTEND THIS EVENT AND ANY OTHER MEMBERS WISHING TO ATTEND SHOULD NOTIFY THE CLERK AS SOON AS POSSIBLE.

Kent Association of Local Councils: 64th AGM at Ditton Community Centre
READ and **NOTED** the AGM was to take place on Saturday 12th November but no one was available to attend.

Ditton Youth Committee: Permission to Display Volunteers Wanted Poster on Parish Notice Boards
READ and **NOTED**.
RESOLVED TO ACCEDE TO THIS REQUEST AND TO FORWARD THE DETAILS FOR THE WEBSITE.

Queen Elizabeth II Fields Challenge: Request for support from other parishes for QE2 Status
 Requests have been received from Watlington, East Peckham and Addington Parish Councils to support their applications for the Queen Elizabeth II Fields Challenge.
RESOLVED THE CLERK WILL REGISTER THIS COUNCIL'S SUPPORT FOR THE PARISHES.

Ms Karen Marco: Complaint - Noisy Youths in Pear Tree Avenue
 It was **NOTED** that this matter had been dealt with earlier in the meeting.

NHS Kent & Medway: Patient Participation in GP Practices – next meeting Village Hotel 28th November 2011, 09.30 – 14.00
RESOLVED THE CLERK WILL FORWARD DETAILS OF THE EVENT TO CLLR MRS DAY WHO WILL ATTEND IF SHE IS ABLE TO.

The Chairman moved that one additional item be considered:-

Hannah Bright, Red Cross: Emergency Response Teams
READ and **NOTED** the Red Cross developing new local volunteer teams to assist communities in times of crisis.
RESOLVED THE CLERK WILL FIND OUT MORE INFORMATION AND ASCERTAIN IF THIS CAN BE COMBINED WITH THE EXISTING EMERGENCY RESPONSE PLAN.

237. **FINANCE**

(a) Accounts Received

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

C & F Joinery:	Gazette Advertisements	48.00
Ditton Infants:	Grounds Maintenance	129.60
Ditton C of E Juniors:	Grounds Maintenance	419.80
Ditton Guides:	Energy Charge – Guide HQ	15.11
Ditton Minors FC:	NRRG- Changing Rooms Energy Charges	23.08
Ditton Short Mat Bowls:	Photocopy Charges	22.50

Ditton Vets FC:	Pitch Hire	20.00
Millstream FC:	Junior Pitch fees 2011/12 Season	95.00
Multi Sports:	Income	394.00

(b) Accounts for Payment**RESOLVED** the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

Salaries:	Gross: 12744.67	Net: 9925.84	
Imprest Account:	Reimbursement		901.56
Aquaid Kent & Essex:	Water Charges	13.50	
		Vat <u>2.70</u>	16.20
Astra Security Systems:	Locks for Notice Boards	16.00	
		Vat <u>3.20</u>	19.20
Aylesford Tyre & Auto Centre:	Repair to Parish Vehicle	17.50	
		Vat <u>3.50</u>	21.00
Cobra Insurance Brokers:	Vehicle Insurance		1446.09
Ditton Parish Council:	Hire of Hall 16.12.11, 17.12.11 & 31.12.11		950.00
EDF:	Energy Charges, Cedar Room, Guides etc.	176.38	
	NRRG Changing Rooms	<u>21.98</u>	
		198.36	
		Vat <u>2.72</u>	201.08
Emprise Services PLC:	October Key Holder Service	20.83	
		Vat <u>3.65</u>	24.48
Kent County Council:	Additional Road Fund Tax	10.00	
	Lease Charge 08.10.11 to 07.11.11	<u>326.00</u>	
		336.00	
		Vat <u>65.20</u>	401.20
H.A.-H.A. Ltd:	Supply & Fit Replacement Hoses - Gang Mowers	102.99	
		Vat <u>20.60</u>	123.59
G.Haffenden:	4 Yard Skip – Allotments	130.00	
		Vat <u>26.00</u>	156.00
Lyreco UK Limited:	Bleach & Stationery	95.20	
		Vat <u>19.04</u>	114.24
Parker Merchanting:	Rakes, Water Container & Paint Brushes	61.47	
		Vat <u>12.29</u>	73.76
Popi Design & Print:	Printing Autumn Gazette		700.00
Mower Plant Services:	Repairs to Strimmer, Hedge Cutter & Honda Mower	130.09	
		Vat <u>26.01</u>	156.10

Mr D Pullinger:	October Playground Locking		25.00
Sage [UK]:	Payslip Envelopes	21.00	
		Vat <u>4.20</u>	25.20
Tonbridge & Malling BC:	Election Expenses – May Uncontested Election		184.89
Travis Perkins:	Materials for Noticeboard Repairs, and & Village Green Replacement Posts	437.48	
		Vat <u>87.50</u>	524.98
Zurich Insurance:	Combined Policy - Community Centre 02.11.2011 to 01.11.2012		3366.03

It was **NOTED** that although a fee is paid monthly for the play area to be locked at weekends this is not always done.

RESOLVED the Clerk will ascertain if this task can be carried out by a member of the Council's staff that lives locally.

IMPREST ACCOUNT – Reimbursement of October expenditure

Brought forward September 2011		1486.54
Reimbursement		<u>1013.46</u>
		2500.00
Expenses		
Voucher Charge	3.25	
OSA Expenses	19.98	
Petty Cash – Bar	156.04	
Postage Stamps	164.00	
Bar Expenses	221.92	
Raffle Prizes	217.57	
Domain Annual Licence	<u>118.80</u>	<u>901.56</u>
		1598.44
	Sum Required	<u>901.56</u> *
		2500.00

* Reimbursement required on 7th November 2011 to restore balance to £2500.00

(c) **Direct Debits Paid During September 2011**

The following direct debits paid during August were **APPROVED, READ** and **NOTED**:-

01.09.2011	Sky Business	517.20
01.09.2011	Investec Asset Finance	120.72
01.09.2011	O2	30.00
01.09.2011	Scottish Power	892.00
05.09.2011	RBS Mentor	365.17
02.09.2011	Matthew Clarke	586.60
09.09.2011	Talktalk	12.00
09.09.2011	Matthew Clarke	488.60
14.09.2011	Kent Frozen Food	47.58
15.09.2011	Bankline	47.20
16.09.2011	Matthew Clarke	245.53
19.09.2011	BT	60.14
19.09.2011	BT	56.88

19.09.2011	BT	56.88
20.09.2011	Heineken UK	4943.18
20.09.2011	TMBC	70.00
20.09.2011	TMBC	1111.00
20.09.2011	CNG	379.84
20.09.2011	The Fuelcard	145.27
22.09.2011	BNP Paribas	36.00
29.09.2011	O2	30.00
26.09.2011	BOC	91.20
26.09.2011	Hive Telecom	12.83
28.09.2011	Walker Snacks	373.17
28.09.2011	Veolia ES UK	286.27
30.09.2011	Rentokil	83.36
30.09.2011	NCS Group	184.68
30.09.2011	NCS Group	93.60

(d) BACS Paid During September 2011

The following BACS payments paid during August were **APPROVED, READ** and **NOTED**:-

08.09.2011	KCC Superannuation	2789.58
14.09.2011	Inland Revenue	3196.07

(e) Seasonal Donations

RESOLVED that seasonal donations be made under the Power of Wellbeing as follows:-

£200.00 to Ditton Infants School
£200.00 to Ditton Junior School
£125.00 to Ditton Pop-in-Club

238. REPORTS FROM BOROUGH & COUNTY COUNCILLORS

Borough Cllr Mrs Carol Gale **REPORTED** on the following items:-

- Tonbridge & Malling Borough Council has been given preferred credit status from the Icelandic Bank
- A report of which services are to be dealt with at Maidstone and Pembury had now been received and circulated. *Cllr Mrs Day said she thought elective surgery was to be kept at Maidstone but it appears it will be carried out at both hospitals and that the list seems to be a "mish mash" and not consistent with the original consultation. Other concerns raised were that some maternity services are to remain at Maidstone but emergency caesareans will take place at Pembury, there is no helipad at Pembury, and it is not clear where will radiotherapy patients be treated and why are some emergency cases taken by ambulance to other areas instead of Maidstone?* Cllr Mrs Gale said she will be asking for further clarification on services and querying the problem of public transport to Pembury.
- Jubilee Celebrations next year – the Brook Orchestra were unavailable but the Kent Orchestra who will be playing on 7th July as part of the Jubilee Celebrations may be available to do a "warm up" performance for a fee. Cllr Gale was advised that there was no budget to pay for entertainment and no formal arrangements had yet been made for the Jubilee Celebrations by the Parish Council.

- Community Enhancement Fund – applications have been made by Ditton Youth Centre and the Oasis Tea Room but both are required to submit further details. An application has also been received from the Heritage Centre. Cllr Newman advised that the online application form was inappropriate and did not ask for the detailed information that the Youth Centre was now being asked to supply.
- A resident had complained about the play area not being locked and bikes being ridden over the equipment. It was **NOTED** that the play area should be locked at dusk by Council staff during the week but the Clerk will investigate this along with a change to the weekend locking arrangements.
- Nursery Road – the paved area is uneven and an elderly resident has fallen as a result. Both Russet Homes and KHS are investigating this matter.

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

NOTED no report was available.

240. **PLANNING, HIGHWAYS AND TRANSPORTATION MATTERS**

(a) **Plans Received for Comment**

TM/11/02664/FL	Creation of an amended vehicular access from New Hythe Lane and laying out of six car spaces	SCA Packaging
RESOLVED NO OBJECTION		
TM/11/02761/FL	Two storey side extension	2 Acorn Grove
RESOLVED NO OBJECTION		
TM/11/02676/ATA	2 x name signs at New Road entrance. 1 x name sign at Kilnbarn Lane entrance to East Malling Research Station	Bradbourne House
RESOLVED NO COMMENT AS THE APPLICATIONS COULD NOT BE VIEWED ON LINE AS ADVISED.		
TM/11/01844/FL	Redevelopment of former Ditton Laboratories with 35 dwellings and space provided for allotments	East Malling Research Station
RESOLVED NO OBJECTION		
TM/11/02889/TNCA	T1 and T2 Silver birch – raise canopy, take off top boughs and shape. T4 to T9 Conifers – raise canopy and have tops lopped.	16 St Peters Close
RESOLVED NO OBJECTION SUBJECT TO TMBC TREE OFFICER'S APPROVAL		

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

The following plans dealt with by Tonbridge & Malling Area 3 Sub-Committee were **READ** and **NOTED**:-

TM/11/02141/FL	Two storey side extension projecting beyond the front elevation	5 Linkway
	GRANTED SUBJECT TO CONDITIONS	
TM/11/02201/FL	Resubmission of TM/11/00936/FL: Two storey side extension to replace existing garage and single storey rear extension	52 Station Road
	GRANTED SUBJECT TO CONDITIONS	
TM/11/02311/TPOC	Fell sweet chestnut and replace with more suitable specimen	50 Acorn Grove
	REFUSED CONSENT	

(c) 'B' Lists

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

11/40 – 11.10.11; 11/41 – 27.10.11;

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

NOTED these items were not available.

(e) KCC – Proposed changes to Planning Application Validation Process

NOTED no information was available.

(d) KHS – Temporary Prohibition of Traffic at Bradbourne Lane, Ditton

It was **NOTED** that part of Bradbourne Lane from junction with A20 to a point 15m south would be closed for a period of three weeks from 28th November 2011.

RESOLVED to ask Kent Highway Services if the traffic lights at the bottom of New Road can be altered to allow better traffic flow and to ask TMBC if parking can be restricted in the entrance to St Peter's Road during this three week period.

241. **DITTON REMEMBRANCE DAY SERVICES**

It was **NOTED** all arrangements are in hand for the services on Friday and Sunday and that permission had been requested to publish photographs of those taking part in the Ditton Gazette.

242. **DITTON GAZETTE**

Copy is required as soon as possible as this edition will be distributed in early December. It was **NOTED** the church have requested that they have four pages in the new A5 document as they had previously had 2 A4 pages.

243. **AWARDS FOR ALL**

It was **NOTED** that the grant from Awards for All to fence the proposed new allotments has been paid into the Council's bank account. Cllr Piper **REPORTED** that details can be released to the press after 22nd November.

RESOLVED to do an article for the gazette and advise the Kent Messenger.

244. **MASTER OF CEREMONIES FOR PARISH COUNCIL DANCES**

It was **NOTED** a Master of Ceremonies was required for each of the forthcoming dances.

RESOLVED Cllr Beadle will take on the role for the Friday Christmas Dance, Cllr Mulcuck will do the Saturday Christmas Dance and Cllr Porter will do the New Year's Eve Dance.

It was also **NOTED** that there are still quite a few tickets to sell.

RESOLVED to publicise the dances on the website, in the gazette and send details out to those on the dance database.

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

Cllr Mulcuck referred to an article in the "Clerk" publication regarding local council's receiving business rate relief and suggested this Council should continue to support this initiative.

246. **CLOSURE**

The meeting closed at 9.13pm.

Chairman
5th December 2011