

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 4th JULY 2011

PRESENT: CLLRS. M J PORTER [Chairman], J A BEADLE [Vice-Chairman], MRS A R BEADLE, M D BRINE, W CORDWELL, MRS E DAY, N NEWMAN, D H NUNN & MRS A THROSSELL
CO CLLR P HOMEWOOD, BOROUGH CLLRS MRS J BELLAMY & MRS C GALE
MRS N GREENAWAY [Clerk of the Council]

ALSO PRESENT: PC BECKY BALLARD
APPLICANT - MR J YEARSLEY

110. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm and welcomed Mrs Greenaway as the new Clerk of the Council.

111. **APOLOGIES FOR ABSENCE**

Apologies were RECEIVED from Cllrs Mrs Thwaites and Mulcuck. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book ref. 118.

112. **CASUAL VACANCY**

The Chairman advised that two applications had been received to fill the two casual vacancies on the Council.

Brief personal profiles of each candidate were **READ**.

RESOLVED to co-opt Mr James Yearsley and Mr Alan Piper onto the Parish Council.

New Councillor Mr James Yearsley duly signed the Declaration of Acceptance of Office and undertaking to abide by the Code of Conduct. Cllr Yearsley was then welcomed and invited to take his seat and join the meeting. The Clerk will notify Mr Piper that this application to join the Parish Council was also successful and invite him to sign the Declaration of Acceptance of Office and undertaking to abide by the Code of Conduct.

The Chairman moved that the Neighbourhood Police Report be taken next to enable the officer to return to her duties.



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

P C Becky Ballard REPORTED on the following crimes that took place in June:-

- 4 x Criminal Damage – car in Nursery Road scratched on both sides; fence panel from Ragstone Court broken off and burned in the quarry; van in Brampton Fields having letters scratched onto it and a fence in Cobdown Close being kicked.
- 4 x Theft – washing line stolen from garden in Woodlands Road; plant pots stolen from garden in Kilnbarn Road; attempt of theft of metal railings from footbridge in Station Road; mobile phone, laptop and camera stolen from house in Walnut Row by uninvited guests and 3 packets of crisps from One Stop – PC Ballard has used restorative justice with the offender.

114. **DECLARATIONS OF INTERESTS & EXPENDITURE**

Cllrs Mrs Day and Newman declared a personal interest in items 122/126 Signing and Sealing of Ditton Youth Centre Lease as they are on the Youth Centre Committee. Cllr Cordwell declared a personal interest in item 123(f) Planning Enforcement Investigation at the Kentish Quarryman as he is a customer there. Cllr Porter declared a personal interest in item 125 Ditton Gazette as he works for a company that may be asked to supply a quotation for printing the gazette.

115. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 6th JUNE 2011**

The minutes of the above meeting which had previously been CIRCULATED, were **CONFIRMED** and **SIGNED** subject to the addition of two blank pages numbers 33 and 34.

116. **MATTERS ARISING**

There were no matters arising.

117. **MINUTES OF MEETINGS HELD DURING JUNE 2011**

(a) For Confirmation

(i) COMMUNITY CENTRE COMMITTEE, 13TH JUNE 2011

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

(ii) PLANNING COMMITTEE, 20TH JUNE 2011

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

(iii) OPEN SPACES & AMENITIES COMMITTEE - 20TH JUNE 2011

The above minutes were presented by Cllr Newman and confirmed and signed as a correct record.

RESOLVED both new Councillors be invited to join the Open Spaces and Amenities Committee as it currently had three vacancies.

Cllr Yearsley duly accepted this invitation to join the Open Spaces and Amenities Committee.

(iv) PERSONNEL COMMITTEE, 27TH JUNE 2011

The above minutes were presented by Cllr Mrs Beadle and confirmed as a true record subject to the page numbers being amended to 47 to 50 and the item numbers amended to read from 100 to 109. The minute were then signed as a correct record.

(b) For Noting

The following, notes which had previously been CIRCULATED were **READ** and **NOTED**:-

- (i) NOTES OF MEETING TO DISCUSS YOUTH CENTRE LEASE, 13TH JUNE 2011
- (ii) NOTES OF MEETING TO CONFIRM AMENDMENTS TO YOUTH CENTRE LEASE, 20TH JUNE 2011
- (iii) TWINNING MEETING, 8TH JUNE 2011

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

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

Local Councils:	<u>'Update', Issue 140 June 2011</u>
Tonbridge & Malling BC:	<u>Crime Prevention Panel, Agenda 4th July 2011</u> <u>Minutes 18th April 2011</u>
Borough Cllr Carol Gale:	<u>Letter of thanks re Community Day</u>
Eileen Jones:	<u>Letter of thanks re Community Day</u>
Lilliane et Michel Meurillon:	<u>Letter of thanks re Community Day</u>

(b) For Decision

KCC:	<u>Consultation on the impact of proposed changes to Kent County Council's charges for adult social care services (other than residential care) - Questionnaire</u>
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Cllr Mrs Day REPORTED that she had **READ** this document and found it misleading as it did not address personal needs only financial and she had completed the questionnaire with her comments accordingly.

RESOLVED ANY FURTHER COMMENTS BE PASSED TO THE CLERK FOR SUBMISSION WITH CLLR MRS DAY'S COMMENTS PRIOR TO 31ST JULY.

Tonbridge & Malling BC:

Parish Partnership Panel minutes and request for items for Agenda for next meeting on Thursday 8th September 2011

READ AND NOTED AGENDA ITEMS TO BE SUBMITTED BY 10TH AUGUST 2011.

Update on Code of Conduct

READ AND NOTED.

RESOLVED Request for nominations
CLLR BEADLE WILL REMAIN AS THIS COUNCIL'S REPRESENTATIVE ON THE BOROUGH COUNCIL'S STANDARDS COMMITTEE.

Ditton Twinning Association:

Thanks for Assistance with Community Day and request to display Twinning photo albums in the Heritage Centre

READ AND NOTED.

RESOLVED TO CONCEDE TO THE REQUEST FOR THE TWINNING PHOTO ALBUMS TO BE DISPLAYED IN THE HERITAGE CENTRE.

119. **FINANCE**

(a) Accounts Received

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

Hirers:	Multi Sports	447.75
Ditton Junior School:	Grounds Maintenance	394.80
Ditton Minors:	Pitch Marking	52.80
Ditton Bowls Club:	Reimbursement – Water	242.00
Viners:	Gazette Advert	36.00
Tax Assist:	Gazette Advert	36.00

(b) Accounts For Payment

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

Salaries:	Gross	15079.62	Net	11616.95
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DPC Reimbursement:	June Expenses		1564.91
Kent County Council	Superannuation		3294.58
AquAid:	Annual Enviro Charge	16.80	
		Vat <u>3.36</u>	20.16
Chubb Electronic:	Annual Contract 1/8/11 – 31/7/12	208.35	
		Vat <u>41.67</u>	250.02
Clive Stanley Associates:	Webmaster Services 24.3. – 22.6.2011		242.00
EDF	Electricity Charge for Cedar Room	242.42	
		Vat <u>12.12</u>	254.54
Emprise:	Keyholding and Alarm Response - June	20.83	
		Vat <u>3.65</u>	24.48
Ernest Doe Ltd:	Parts for Ransome Mower	31.56	
		Vat <u>6.31</u>	37.87
John Shaw Ltd:	Repairs to Toro Ride-on-Mower	553.91	
		Vat <u>110.78</u>	664.69
Kent Co. Council:	Road Cones, Stationery etc.	74.97	
		Vat <u>15.00</u>	89.97
Kent Co. Council:	Vehicle Lease Fee 8/6/11 – 7/7/11	326.00	
		Vat <u>65.20</u>	391.20
Open Spaces Society:	Annual Subscription		40.00
Open Spaces Society:	Donation		50.00
Popi:	Letterheads & Comp Slips	284.00	
		Vat <u>56.80</u>	340.80
Mr Pullinger:	Play Area Locking		25.00
Scarbutts Printers:	Summer Gazette		938.00
SLCC Enterprises Ltd:	Clerks Conference 1.7.2011	40.00	
		Vat <u>8.00</u>	48.00
Stream Nursery:	Hanging Baskets + New Chain		201.00
Travis Perkins:	Weatherboard, Round wire etc.	22.01	
		Vat <u>4.40</u>	26.41
<u>Under Section 137 of the Local Government Act 1972</u>			
Rev'd Priscilla Payne:	Donation towards Family Day Hog Roast		100.00

Penfold's Amusements: Carousel & Bouncy Clown 200.00

Imprest Account Reimbursement

Brought forward 1 st June 2011		2637.95
Plus Raffle Income		<u>61.46</u>
		2699.41
June Expenses		
Voucher Charge	3.25	
Unison Subs 2010/2011	607.80	
Flowers	20.00	
Petty Cash PC	70.20	
Repairs to Outside Toilets	75.00	
Change of name – Premises Licences	46.00	
Contribution to Glasses - M. Davis	75.00	
Kilbarn – Fatless Fryer	128.77	
Bar Expenses	175.16	
Kilbarn – Changes to Bar Office	418.20	
Postage Stamps	82.00	
Trophies for Bowls Club	27.94	
Purchase of Wheel Chair	<u>35.00</u>	
		<u>-1764.32</u>
		935.09
		<u>1564.91*</u>
		2500.00

* Reimbursement required on 4th July 2011 to restore balance to £2500.00

(c) Direct Debits - Paid During May 2011

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

[i] **DITTON PARISH COUNCIL ACCOUNT**

03.05.2011	O2	30.00
03.05.2011	Scottish Power	892.00
03.05.2011	Hydro-Electric	3,598.82
05.05.2011	Sky Business	517.20
05.05.2011	RBOS Mentor	365.17
10.05.2011	Talk Talk	2.00
13.05.2011	Grenkeleasing Ltd	156.00
16.05.2011	Kent Frozen Foods	159.83
20.05.2011	Heineken UK Ltd	7,573.05
20.05.2011	The Fuelcard Co	84.42
20.04.2011	T&MBC	70.00
24.05.2011	Hive Telecom	14.53
24.05.2011	EDF Energy 1 Ltd	149.79
27.05.2011	Matthew Clarke	279.02
31.05.2011	Walkers	240.89
31.05.2011	EDF Energy 1 Ltd	800.74
31.05.2011	Veolia	194.40

(d) Payment of KCC Pension Contributions by BACs

It was **NOTED** that KCC have asked that pension contributions to the Local Government Pension Scheme are made by BACs payment in future.

RESOLVED this payment, up to a monthly maximum of £4,000.00, be approved by the Chairman and Vice-Chair prior to the payment being processed.

(e) Quotation to repair leak in Kilnbar

The Chairman **REPORTED** that a leak had been found coming from the under-concrete heating pipes in the Kilnbar Bar. The Councils preferred heating contractor had investigated the problem and provided a quotation of to undertake work to re-route the pipework above ground to prevent any further leaks.

RESOLVED to refer this matter to the Community Centre Committee to see where the funds to pay for this work can be found.

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

KCC Co. Cllr Peter Homewood advised that Pavinder Jutte - the Parish Council's former Community Liaison Officer for highway matters had moved to another job and that the new contact will be Michael Heath. Co Cllr Homewood also said he still had Highway Grant Funds available and would welcome any suggestions for its use. He advised that he has authorised part of this fund to be spent on the Ford. Cllr Newman asked if Co Cllr Homewood had received the request for funding towards a fire alarm from Ditton Youth Centre – he said he would look into this.

Borough Cllr Jeannett Bellamy **REPORTED** on the following items:-

- Both herself and Cllr Gale are not happy with the proposed location of the refuse bins at PAPAs and she has requested to speak with the planners about this and will request that the establishment does not open until this matter has been resolved.
- Both Borough Councillors will be holding a surgery at the Church Centre twice per month and will forward details to the Parish Office.

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

- Damage to the pavements at the rear of PAPAs by the contractors working there had now been repaired.
- The Community Advisory Board was investigating the problems of access to Pembury Hospital as there was little public transport from the Aylesford/Ditton area. Voluntary services were being looked at.
- The TMBC Forum was also looking at the problem of transport to Pembury as Arriva buses have said they would not provide further transport.

- Community Development Funds may be provided for ‘pockets’ of deprived areas if it can be shown that there is a need and details of those who could benefit such as vulnerable adults, can be provided. Ideas of where this might be applied would be welcome.
- Kent Wildlife Trust has reported that there is a badger set on the Cobdown site and two cubs have been seen.

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

NOTED this report had been taken earlier in the meeting.

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ADJOURNMENT

A representative from Ditton Vets Football Club attended to advise that the club had used a pitch on the Kilnbarn recreation ground last season on a casual hire basis for about five games but this year they would like to be able to book the pitch for ten games plus two charity matches that they have already booked with the Parish Office. Members said they would welcome an additional team as it could mean more revenue for the bar and community centre. Discussion took place on possible problems of sharing the pitch/changing rooms with the existing regular team.

The Chairman of the Youth Centre Steering Committee attended to sign the Lease agreement with the Parish Council for the use of the Cedar Room. The Chairman and Secretary of the Youth Steering Committee both signed the Lease.

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RESOLVED to pass the request by Ditton Vets FC to have regular use a football pitch to the Open Spaces and Amenities Committee for consideration at its next meeting.

The Chairman moved that item 126 – Signing and Sealing of the Youth Centre Lease be brought forward to be taken in the presence of officers from the Youth Centre Committee.

122. **SIGNING AND SEALING OF DITTON YOUTH CENTRE LEASE**

It was NOTED that the Lease of Part of the Cedar Room, agreement between Ditton Parish Council and the Ditton Youth Centre, had previously been APPROVED by the Council and SIGNED by officers of the Ditton Youth Centre.

RESOLVED that the parish seal be affixed to the Lease agreement between Ditton Parish Council and The Ditton Youth Centre relating to the Lease of Part of The Cedar Room, Kilnbarn Recreation Ground, Ditton, Kent.

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

TM/11/00820/TM Details pursuant to condition 3 (mechanical air extraction) and 6 (refuse storage arrangements of consent reference number TM/10/01203/FL (demolition of existing fire damaged single storey restaurant and takeaway. Construction of non single storey restaurant and takeaway to replace fire damaged building. Papas Fish Restaurant 497 London Road

Further details of refuse storage arrangements and management.

RESOLVED THIS COUNCIL WISHES TO UPHOLD ITS ORIGINAL OBJECTION TO THE PLACEMENT OF THE REFUSE STORAGE BINS NEAR TO THE NEIGHBOURING PROPERTIES AND WOULD ASK IF THE BINS CANNOT BE RE-SITED THAT SOMETHING IS CONSIDERED TO MINIMISE NOISE IN THE BIN AREA AND FROM THE MACERATOR.

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

The following plan dealt with by Tonbridge & Malling Area Sub Committee No.3 was **READ** and **NOTED**:-

TM/11/00839/FL First floor extension 54 Bradbourne Lane
GRANTED SUBJECT TO CONDITIONS

(c) 'B' Lists

11/23 - 14.06.2011; 11/24 - 20.06.2011;

(d) New Staffing arrangements in KHS – Highway Operations

READ and **NOTED**.

(e) Delegated Power for Planning Applications Received During August Recess

RESOLVED delegated power be given to the Clerk, in consultation with the Chairman of the Planning Committee, to deal with planning matters during the August recess.

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

READ and **NOTED** an investigation will be undertaken to determine if a breach of planning control has occurred at this premises.

124. **QUEENS JUBILEE 2012** (requested by Cllr Mulcuck)

As Cllr Mulcuck was not present and had requested this item it was:

RESOLVED to put this item on the next Full Council Agenda.

125. **DITTON GAZETTE**

It was **NOTED** that the next edition will be due out in September. Discussion took place on the new format and it was thought that it was generally preferred and it was **NOTED** that no negative comments had been received. It was **FURTHER NOTED** that POPI who had previously printed the gazette had submitted a revised quotation.

RESOLVED the Clerk will seek another quotation for consideration at the next F&A meeting.

126. **SIGNING AND SEALING OF DITTON YOUTH CENTRE LEASE**

It was **NOTED** that this item was taken earlier in the meeting.

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

There were no matters arising.

128. **CLOSURE**

The meeting closed at 9.15pm.

Chairman
1st August 2011