

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 WEDNESDAY 4TH JANUARY 2012 AT 7.30PM

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

[Mrs] Nicola Greenaway
Clerk of the Council

28th December 2012

Tel: 01732 844749

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Website: www.dittonparishcouncil.gov.uk

1. **OPENING OF MEETING**

2. **APOLOGIES**

3. **DECLARATION OF INTERESTS**

4. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 5th DECEMBER 2011**

5. **MATTERS ARISING**

6. **MINUTES OF COMMITTEE MEETINGS HELD DURING DECEMBER 2010**

(a) Finance and Administration Committee, 19TH December 2011

Recommendation:

ESTIMATES FOR FINANCIAL YEAR 2012/2013 [Page 183, Item 317]

7. **CORRESPONDENCE**

(a) For Noting

Local Councils:

'Update', Issue – November/December 2011

Ditton C of E Junior School:

Letter of thanks



Tonbridge & Malling BC:	<u>Parish Partnership Panel Minutes of Meeting Held on 1st December 2011 inc. details of Electoral Review Briefing</u>
	<u>Crime Prevention Panel Minutes of Meeting Held on 28th November 2011</u>
	<u>Mayor's Charity Karting Event 26th April 2012</u>
English Rural Housing Assoc.:	<u>The Bulletin, Winter 2011</u>
KCC:	<u>HOSC Notes, December 2011</u>
CPRE:	<u>Letter & Planning Explained Guide</u>
Action with Communities in Rural Kent:	<u>Digital Switchover Help Scheme</u>
	<u>Oast to Coast, Winter 2011</u>
Kent Police Authority:	<u>Policing in Kent</u>
Bluebird Care:	<u>Winter Newsletter 2011</u>
Kent Wildlife Trust:	<u>Kent Wild, Winter 2011.12</u> <u>Events Diary Feb – May 2012</u>
SLCC:	<u>Kent Branch Newsletter December 2011</u>
KALC:	<u>Minutes of Meeting held on 17.11.2011</u>
	<u>Kent Cultural Strategy Action Plan</u>

(b) [For Decision](#)

(Nothing received to date)

8. **FINANCE**

(a) [Accounts Received](#)

Allotment Holders :	Rents	27.00
Bickmore Lock & Glass:	Repairs to Post outside Compound	42.00
Ditton Bowls Club:	Photo Copies	5.00
Ditton Infants School:	Grounds Maintenance	129.60
Ditton Junior School:	Grounds Maintenance	394.80
Ditton Vets FC:	Pitch Fees	20.00
Slimming World:	Gazette Advertisement	60.00

South Eastern Power:	Way Leave Bowls Club		3.45
Viner & Son:	Gazette Advertisement		36.00
Multi Sports Users	Hire Fees Banked to 23.12.2011		460.75
(b) <u>Accounts For Payment</u>			
Salaries:	Gross: 13052.38	Net	10150.23
DPC Imprest A/C:	Reimbursement of December Expenses		* 426.81
Aqua Aid:	Still Water – November 2011	14.10	
		Vat <u>2.82</u>	16.92
Arbour Tree Surgery Ltd:	PRO FORMA INVOICE – Work to Trees backing on Pear Tree Avenue	450.00	
		Vat <u>90.00</u>	540.00
Aaron Beacham:	Repairs to Tripping Trailer & Tractor	146.25	
		Vat <u>29.25</u>	175.50
Coblends Nurseries:	Oak Tree, Tree Stake & Ties	79.00	
		Vat <u>15.80</u>	94.80
Emprise Services:	December Key Holder	20.83	
		Vat <u>3.65</u>	24.48
Forge Engineering:	Repairs to Post Outside Grounds Compound	35.00	
		Vat <u>7.00</u>	42.00
Kent County Council:	Vehicle Leas Fee 08/12/2011 to 7/01/2012	326.00	
		Vat <u>65.20</u>	391.20
Kent County Council:	First Aid Supplies, & Stationery	29.28	
		Vat <u>5.86</u>	35.14
Parker Merchanting:	Loppers	52.08	
	Lube Spray & Gaffer Tape	<u>9.68</u>	
		61.76	
		Vat <u>12.36</u>	74.12
Peeks of Bournemouth:	Party Poppers & Rocket Balloons – NYE	33.34	
		Vat <u>6.67</u>	40.01
POPI :	Printing 2100 Ditton Gazettes		700.00
Mr Pullinger:	Play Area Locking – December 2011		25.00
Travis Perkins:	Workshop Sundries	26.25	
		Vat <u>5.25</u>	31.50
West-Sole Fencing:	Fencing to new Allotments	3970.00	
		Vat <u>794.00</u>	4764.00

DPC IMPREST ACCOUNT - Reimbursement of Expenses December 2011

Brought Forward November 2011	2043.64
Reimbursement	456.36
Raffle Prize Reimbursements	172.94
Acts for NYE	<u>1500.00</u>
	4172.94

Expenses

Voucher Charge	3.25	
Post Office	154.00	
General Petty Cash	126.69	
Bar Petty Cash	88.27	
Cash – NYE Act	1500.00	
Bar Wages	25.20	
South East Water Account	97.94	
Bibby Factors – Shand VAT	32.40	
KALC - Chairman Conference Fee	<u>72.00</u>	<u>-2099.75</u>
		2073.19
Sum Required to Restore Balance		<u>426.81*</u>
		2500.00

* Sum to be drawn on 4th January 2012 to return the balance to £2500.00

(c) Direct Debits - Paid During November 2011

01.11.2011	02	30.00
01.11.2011	Scottish Power	819.00
02.11.2011	Sky Business	517.20
03.11.2011	RBS Mentor	372.94
04.11.2011	Matthew Clark	257.09
09.11.2011	UK Fuels	90.47
09.11.2011	Talk Talk Business	12.00
14.11.2011	HMRC VAT	727.22
17.11.2011	Bankline	43.87
18.11.2011	Hive Telecom Ltd	10.45
20.11.2011	CNG Ltd	118.90
21.11.2011	Heineken UK Ltd	3847.41
21.11.2011	T&MBC	1111.00
21.11.2011	The Fuel Card Company	77.44
21.11.2011	T&MBC	70.00
22.11.2011	EDF Energy	153.71
25.11.2011	Matthew Clark	245.68
25.11.2011	BOC Manchester	120.00
28.11.2011	GBP Walkers Snacks	259.26
28.11.2011	Veolia	194.40
30.11.2011	Rentokil Ltd	83.36
30.11.2011	NCS Group Ltd	93.60
30.11.2011	02	30.00

(d) BACS- Paid During November 2011

10.11.2011	KCC Superannuation	2877.09
22.11.2011	Inland Revenue	3381.43

(e) Christmas Dance's - Balance Sheet – Available at the meeting

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

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

11. **PLANNING MATTERS**

(a) Plans dealt with by Planning Committee Chairman & Clerk during December Recess

TM/11/03399/FL	Re-pollarding of 8 no. trees on boundary with the stream (4 x Sycamore, 2 x Ash and 2 x Horse Chestnut). Pollarding one of Sycamore adjacent to the road footpath, Removal of lower limbs of Yew tree overhanging the Ford in The Stream/Bradbourne Lane	The Old Mill House 51 The Stream
	NO OBJECTION SUBJECT TO TMBC TREE OFFICER'S APPROVAL	

(b) Plans Received for Comment

TM/11/03263/FL	Change of use from redundant storage area to one bedroom flat	1 Woodlands Parade
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(c) Plans Dealt with by Tonbridge & Malling Area 3 Sub-Committee

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 Peter's Close
	NO OBJECTION SUBJECT TO CONDITIONS	

TM/11/02761/FL	Two storey side extension	2 Acorn Grove
	PERMISSION GRANTED SUBJECT TO CONDITIONS	

(d) 'B' Lists

11/47 - 28.11.2011; 10/48 - 05.12.2011; 11/49 - 13.12.2011; 11/50 – 19.12.2011;

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

(f) TMBC – Consolidation of on-street traffic regulation orders in the Borough of Tonbridge & Malling

(g) KCC – Consultation on KCC Household Waste Recycling Centre Service

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

13. **AMENDMENT OF DATES OF JUNE FULL COUNCIL & DECEMBER F&A MEETINGS** (copy of amended timetable herewith)

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50 the Chairman to move that due to the confidential nature of the next item the Press and Public be excluded from the meeting.

14. **CONFIDENTIAL MEMORANDUM BOOK**

(a) **CM358 Independent Review of Council's Commercial Operations**

15. **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 will 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.