

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 2nd JUNE 2008 AT 7.30PM

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

(Mrs) Sue Kavanagh
Clerk of the Council

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

27th May 2008

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF INTERESTS & EXPENDITURE**
4. **CONFIRMATION & SIGNING OF MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 7th MAY 2008**
5. **MATTERS ARISING**
6. **MINUTES OF MEETINGS HELD DURING MAY 2008**
 - (a) **For Confirmation**
 - (i) COMMUNITY CENTRE COMMITTEE, 12th MAY 2008 - Herewith
 - (ii) EXTRAORDINARY PARISH COUNCIL MEETING, 19TH MAY 2008 - Herewith
 - (iii) PLANNING COMMITTEE, 19th MAY 2008 - Herewith
 - (iv) OPEN SPACES & AMENITIES COMMITTEE, 19th MAY 2008 - Herewith
 - (b) **For Noting**
 - (i) DITTON TWINNING ASSOCIATION, 1st MAY 2008



7. **CORRESPONDENCE**

(a) **For Noting**

T&M Crime Prevention Panel:	<u>Minutes of meeting held 21st April 2008</u>
The Kent People's Trust:	<u>'KPT News', Issue 14</u>
NALC:	<u>'Local Council Review' - Vol 60 No. 1, May 2008</u>
SLCC:	<u>'The Clerk' – Vol. 40 No. 3, May 2008</u>
ROSPA:	<u>'Staying Alive', May 2008</u>
Comunicorp:	<u>'Local Councils Update' – Issue 103, May 2008</u>
	<u>'Clerk and Council Direct' – Issue 57, May 3008</u>

(b) **For Decision**

CIPFA:	<u>Developing Treasury Management in Local Government – Practitioners' Update, 25th June 2008</u>
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8. **FINANCE**

(a) **Accounts Received**

Aylesford Pterodactyls Cricket Club:	Part Payment of Cricket Square	228.00
Ditton Infants School:	Grounds Maintenance	112.31
Diton Junior School:	Grounds Maintenance March & April 2008	882.66
Ditton Minors FC:	Additional Pitch Marking	25.00
Gazette Advertisements:	Body & Soul 35.00 C & F Joinery <u>28.00</u>	63.00
Multi Sports:	Hire Fees	536.00

(b) **Accounts For Payment**

Salaries:	Gross: 15,776.88	Nett: 11,599.27
DPC Imprest Account:	May 08 Reimbursement	557.17
Kent County Council:	Superannuation May 2008	3648.51
AquAid [Kent]:	Cooler Rental & Water 85.75 Vat <u>15.00</u>	100.75
Clive Stanley Associates:	Website Redesign 143.00 Webmaster services 16 th Feb – 21 st May 2008 <u>478.50</u>	621.50

Cobra Insurance:	Traders Combined Insurance Inc IPT		8864.75
Collector Set Printers Ltd:	500 x Parish Council Letter Heads	171.01	
		Vat <u>29.93</u>	200.94
Ditton Twinning Assoc:	Financial assistance		1000.00
Ernest Doe:	Mower Parts	40.51	
		Vat <u>7.07</u>	47.58
Emprise Services PLC:	Alarm Monitoring OSA	20.83	
		Vat <u>3.65</u>	24.48
Kent County Council:	Pitch Marking & First Aid Supplies	91.20	
		Vat <u>15.97</u>	107.17
Kent Men of Trees:	Annual Subscriptions		25.00
Pace Fuelcare Ltd:	Red Diesel	642.70	
		Vat <u>32.14</u>	674.84
Parker Merchanting:	White Liner, Safety Boots & Hazard Tape	88.14	
		Vat <u>15.43</u>	103.57
Parkfoot Garages:	Diesel for Parish Vehicle	102.17	
		Vat <u>17.89</u>	120.06
Mr D Pullinger:	May - Locking Playarea – KBRG		25.00
Sage [UK] Ltd:	Pay envelopes	39.00	
		Vat <u>6.83</u>	45.83
South East Water:	KBRG	31.66	
	Toilet Block	<u>14.50</u>	46.16
Travis Perkins:	Rotovator Hire	91.00	
	Workshop Tools	<u>99.00</u>	
		190.00	
		Vat <u>33.26</u>	223.26
Three Towns Office Equipment:	Stationery	57.18	
		Vat <u>10.00</u>	67.18
Viking Direct	Balance of Replacement Shredder		6.43

Breakdown of Expenditure from Imprest Account during May 2008

Carried Forward 1 st May 2008		1914.22
Add: PC Reimbursement		<u>585.78</u>
		2500.00
Deduct: May Expenses		
Voucher Charge	3.25	
OSA Expenses - NRRG	205.30	
Postage Stamps	63.00	
Community Centre Expenses	39.98	

Bar Wages	61.83	
Petty Cash	87.82	
Replacement Cheque – CEF	46.00	
Personnel Expenses	<u>49.99</u>	<u>557.17</u>
		1942.83
Sum to be drawn on 2 nd June 2008		<u>557.17*</u>
		2500.00

(c) **Direct Debits - Paid During April 2008**

[i] **DITTON PARISH COUNCIL ACCOUNT**

01.04.2008	WPA Health	573.48
02.04.2008	02	21.70
02.04.2008	Sky Business	306.68
03.04.2008	RBOS Mentor	365.17
07.04.2008	Nildram	42.82
07.04.2008	Post Office Ltd	70.27
14.04.2008	British Gas Business	3273.97
21.04.2008	BT Direct	71.91
21.04.2008	S & N UK Ltd	6506.09
21.04.2008	T &MBC (Business Rates)	1147.50
21.04.2008	Waverley TBS	626.41
22.04.2008	EBS Direct Debits	26.50
22.04.2008	Euphony Comms	12.69
22.04.2008	EDG Energy	68.57
23.04.2008	Siemens Fin. Serv	564.00
25.04.2008	BOC Manchester	235.00
28.04.2008	NW Business MC	30.00
28.04.2008	Walkers Snacks	238.12

(d) **Internal Audit Report (5th Visit) for 2007/2008** - Copy herewith

(e) **Annual Report 2007/2008**

(f) **Investment**

(i) INVESTMENT VALUES – copy herewith

(ii) RESIGNATION OF INVESTMENT MANAGER – Communication from UBS - copy herewith

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

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

11. **PLANNING MATTERS**

(a) **Plans Received for Comment**

TM/08/01384/FL New chimney stack on north east elevation 9 Scott Close

TM/08/01374/FL Ground floor extension to rear and garage to side 81 Priory Grove

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

TM/07/02459/RD Details pursuant to cond. 13 (parts a & b) of consent TM/06/02288/FL in respect of remediation measures New Road Bus. Est.
APPROVED

TM/08/01070/FL Garage conversion and front & rear extensions 44 Primrose Drive
GRANTED WITH CONDITIONS

(c) **'B' Lists**

08/19 - 12.5.2008

(d) **Removal of BT Phone Boxes in Tonbridge & Malling**

(e) **Kent International Gateway** - Copy of correspondence sent by KCC to Members of Parliament

12. **DITTON GAZETTE**

13. **LETTER HEADING** - Cllr. Brine's drafts

14. **COMMUNITY DAY** - Report from organisers, if available

15. **FAMILY DAY JOINT VENTURE WITH THE CHURCH – 29TH JUNE 2008**

Request for Council to provide round-a-bout and bouncy castle.

16. **TWINNING ASSOCIATION**

(a) **Letter of thanks re. 17th & 28th May**

(b) **Details of Twinning Association expenditure June 2007 – May 2008**

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

18. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 15 minutes at approximately 8.30pm to permit members of the public to raise any items for the Council's attention.