

## 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 7th APRIL 2008 AT 7.30PM

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

(Mrs) Sue Kavanagh  
Clerk of the Council

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1<sup>st</sup> April 2008

## **A G E N D A**

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF MEMBERS' INTERESTS**
4. **CONFIRMATION AND SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 3rd MARCH 2008**
5. **MATTERS ARISING**
6. **MINUTES OF MEETINGS HELD DURING MARCH 2008**
  - (a) **For Confirmation**
    - (i) COMMUNITY CENTRE COMMITTEE – 10<sup>TH</sup> MARCH 2008,  
Recommendations
      1. Finance – Slippage [Page 313, item 562(d)]
      2. Additional Parking Bays – Slippage [Page 313, item 563(a)]
      3. Report of Meeting with Gaming Machine Supplier [Page 324, item 564(d)]
    - (ii) PLANNING, HIGHWAYS & TRANSPORTATION COMMITTEE – 17<sup>TH</sup> MARCH 2008,



(iii) OPEN SPACES & AMENITIES COMMITTEE – 17<sup>TH</sup> MARCH 2008,

Recommendations

1. Request to Slip Forward Unspent Balance [Page 321, item 584(b)]

(iv) FINANCE & ADMINISTRATION COMMITTEE – 31<sup>ST</sup> MARCH 2008, herewith

Recommendations

1. Financial Analysis - Slippage [Page 325, item 595(a)]

2. Donation Requests - [Page 326, item 595(d)]

3. IT Support Contract - [Page 327, item 598]

(b) **For Noting**

(i) PARTNERSHIP MEETING WITH RESIDENTS, 12<sup>TH</sup> MARCH 2008

(ii) REMEMBRANCE DAY, 25<sup>TH</sup> MARCH 2008

(iii) TWINNING ASSOCIATION, 27<sup>TH</sup> FEBRUARY 2008

7. **CORRESPONDENCE**

(a) **For Noting**

Tonbridge & Malling Boro' Cncl:	<u>Performance and Finance 2007/2009</u> <u>'Here' and Now, Spring 2008</u> <u>Housing Register and Homelessness Investigations and Prevention Services</u>
KAPC:	<u>Membership Information Pack 2008/2009</u> <u>Publications Order Form</u>
Press Publishing:	<u>Clerks and Councils 'Direct' - Issue 56, March 2008</u> <u>Local Councils 'Update' - Issue 101, March 2008</u>
CPRE:	<u>'Fieldwork', March 2008</u> <u>'Kent Viewpoint', Spring 2008</u>
NALC:	<u>'Local Council Review' - Vol. 59 no. 6, March 2008</u>
SLCC:	<u>'The Clerk' – Vol 40, March 2008</u>
Tonbridge & Malling Crime Prevention Panel:	<u>Minutes of Meeting held 25/2/2008</u>
Communities and Local Gvt:	<u>Trafford Hall, Training Courses for tenants and Volunteers</u>

Standards Board for England: 'Town & Parish Standard', March 2008

Mentor: 'Business', Issue 11

Legal Update – Issue 21, 2008

Kenward Trust: 'New Life' - Issue 1, 2008

(b) **For Decision**

Ton. & Malling Borough Cncl: Draft Parish Charter (Consultation) - copy herewith

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

9. **REPORTS FROM COMMUNITY POLICE OFFICERS**

10. **FINANCE**

(a) **Accounts Received**

Allotment Holders:	Gate Keys	17.50
Customs & Excise:	Refund	1.00
Ditton Infants School:	Grounds Maintenance	112.31
Ditton Junior School:	Grounds Maintenance	685.14
Ditton Minors FC:	Line Marking	66.00
Ditton Minors FC:	Energy Charge - NRRG	28.20
Jims Mowing:	Gazette Ad	35.00
Damara:	Photocopying	31.45
Multi Sports Hire:	Income	782.00

(b) **Accounts for Payment**

Salaries:	Gross:	14985.81	Net:	11271.90
DPC Imprest A/C:	Reimbursement			1099.65
Kent County Council:	Superannuation – March 2008			2798.44
AquAid:	Drinking Water Supply		20.25	
			Vat <u>3.54</u>	23.79
Craigdene Ltd:	Annual Play Equipment Inspection		110.00	
			Vat <u>19.25</u>	129.25

CPRE:	Annual Subscription 2008/2009		28.00
Gullands:	Advice Ditton Court Quarry	600.00	
		Vat <u>105.00</u>	705.00
G Haffenden:	Skip Hire (Compound)	130.00	
		Vat <u>22.75</u>	152.75
Kent County Council:	Internal Audit Third Visit	260.00	
		Vat <u>45.50</u>	305.50
Kent County Council:	Supply and Install Barn Owl Box	80.00	
		Vat <u>14.00</u>	94.00
Kent County Council:	Vehicle Lease Fee	1071.00	
		Vat <u>187.43</u>	1258.43
Kent County Council:	Stationery	31.90	
		Vat <u>5.58</u>	37.48
Nico Office Ltd:	Black Toner (Magicolour)	82.79	
		Vat <u>14.49</u>	97.28
Parker Merchating:	Latex Gloves	18.00	
		Vat <u>3.15</u>	21.15
Parkfoot Garage Ltd:	Vehicle Fuel	95.44	
		Vat <u>16.71</u>	112.15
Mr Pullinger:	Playground Locking		25.00
ROSPA:	Water & Leisure Membership	75.00	
		Vat <u>13.13</u>	88.13
Rural Kent:	Membership 2008/2009		35.00
SSG Emprise:	Keyholding and Alarm response	20.82	
		Vat <u>3.65</u>	24.47
Three Towns Stationery:	Receipt Books	16.72	
		Vat <u>2.92</u>	19.64
Travis Perkins	Sander Belt, Brass Crank Pull Handle Cement, Discs, Washers, Architrave, Fence post, Fence panel, paint brushes, Bath Chain	186.52	
		Vat <u>32.65</u>	219.17

Donations Under The Local Government Act 1972 Sections 142, 144 and 137

<b>Under Section 142:</b>	Malling Area Volunteer Bureau	200.00
	Victim Support	100.00
	Malling Citizens Advice Bureau	100.00
<b>Under Section 144:</b>	Ditton Heritage Centre:	921.00

**Under Section 137:** Kent Air Ambulance

250.00

**PARISH COUNCIL IMPREST ACCOUNT – Expenditure during March 2008**

Carried Forward 1 <sup>st</sup> March 2008		2054.48
Add: PC Reimbursement		<u>445.52</u>
		2500.00
Deduct: February Expenses		
Voucher Charge	3.25	
Com Centre Expenses	76.75	
OSA Expenses	207.19	
Postage	164.00	
Bar Expenses	273.07	
Cllrs: Expenses	33.56	
Travelling Expenses	56.76	
Petty Cash	259.55	
Vat	<u>25.52</u>	<u>1099.65</u>
Balance		1400.35
*Sum to be drawn on 7 <sup>th</sup> April 2008		1099.65

(c) **Direct Debits – Paid During February 2008**

[i] DITTON PARISH COUNCIL ACCOUNT

01.02.08	WPA Health Care	491.80
01.02.08	Sky Business	306.68
04.02.08	Post Office Ltd	70.27
05.02.08	RBS Mentor	365.17
08.02.08	Nildram Ltd	42.82
20.02.08	S & N UK Ltd	3,100.41
20.02.08	Red Fuelcards	29.34
21.02.08	Euphony	13.74
21.02.08	Waverley	408.24
22.02.08	EBS Direct Debits	26.50
22.02.08	AMLD – Gaming Machine Licence	156.00
25.02.08	BOC Manchester	235.00
27.02.08	Walkers Snacks	221.15
28.02.08	Nat West Debit Card	74.00

(d) **BACS Payments During February 2008**

06.02.08	Inland Revenue	4688.01
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(e) **Family Day - End of Year Balance Sheet**, copy herewith

(f) **Appointment of External Auditor**

11. **PLANNING MATTERS**

(a) **Plans Received for Comment**

TM/07/4354/RD	Details of contamination Validation report for plots 151-153 submitted pursuant to cond. 5 of TM/03/03415/FL: Erection of 370 dwellings etc. <b>Submission of revised contamination Report</b>	Former Frantschach Site. New Hythe Lne.
TMo7/03334/RD	Details of contamination validation report for plots 125 – 129 & 212-219 Inclusive submitted pursuant to cond. 5 of TM/03/03415/FL: Erection of 370 dwellings etc. <b>Submission of contamination validation Report</b>	Former Frantschach Site. New Hythe Lne.
TM/08/00737/TNCA	Reduce height & width of overgrown Hedgerow Diocese of Rochester	The Rectory 2 The Stream
TM/08.00800/RD	Details of roofing materials, landscaping, tree works, bridge, acoustic protection and surface water drainage. Submitted pursuant to Conditions 4,5,6,12,14,15 & 17 of TM/05/00959: Erection of a two storey extension to Cobdown House and construction of two additional buildings. All for use classes B 1(a) offices B1(b) research & development B1(c) Light industry, Cobdown House together with associated parking	548 London Road
TM/08/00527/TPOC	2 No Ash – Lop by approx. 1/3 of length of branches TOP Ref: 12-02-14	42 Acorn Grove
TM/08/00907/RD	Details of contamination validation report for plots 275 – 300 & 362-367 7 North East Play area submitted pursuant to cond. 5 of TM/03/03415/FL: Erection of 370 dwellings etc.	Former Frantschach Site. New Hythe Lne.
TM/07/04430/RD	Details of contamination validation report for plots 120 – 124 submitted pursuant to cond. 5 of TM/03/03415/FL: Erection of 370 dwellings etc.	Former Frantschach Site. New Hythe Lne.
TM/08/00091/RD	Details of contamination validation report for plots 118 – 119 submitted pursuant to cond. 5 of TM/03/03415/FL: Erection of 370 dwellings etc.	Former Frantschach Site. New Hythe Lne.

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

TM/08/00019/FL	Two storey extension and single storey side and rear extension	67 Primrose Drive <b><u>GRANTED WITH CONDITIONS</u></b>
TM/08/00086/FL	Installation of roller shutter door at baleshed 6	Aylesford Newsprint Bellingham Way <b><u>GRANTED</u></b>
TM/08/00237/FL	Change of use of ground floor (no. 18) and two storey extension to rear to form 4 self contained flats ( <b>Resubmission</b> )	16-18 New Road <b><u>GRANTED WITH CONDITIONS</u></b>
TM/08/00573/TPOC	Fell Birch, Lawson Cypress, Fastigate Juniper & Fir Tree. Reduce height of Castlewellen Cypress trees. Remove lowest stem of Cypress and reduce by approx. 30% (TPO ref. 12-02-30)	425 London Road <b><u>GRANTED</u></b>
TM/08/00489/TPOC	Coppice 5 Ash trees covered by TPO Aylesford No.1 1964 (ref. 12-02.14)	88 Acorn Grove <b><u>GRANTED WITH CONDITIONS</u></b>

(c) **'B' Lists**

08/10 - 11.03.08; 08/11 - 18.03.2008; 08/12 - 25.03.08

(d) **Notice of Withdrawal of Planning Application TM/08/00328/FL** (Garage Conversion, front extension and conservatory at 44 Primrose Drive)

(e) **Planning Enforcement Investigations**

- (i) 52 ST PETER'S ROAD
- (ii) 425 LONDON ROAD
- (iii) 76 PRIMROSE DRIVE

(f) **Proposed Changes to the Planning Application Process**

Information from Kent County Council - Copy herewith

12. **ANNUAL PARISH MEETING**

(a) **Final details**

(b) **Chairman's Reports**

13. **DITTON TWINNING ASSOCIATION** - Visit of Le Marcheurs 17/5/2008

(a) **Request for Parish Councillor(s) to accompany walkers**

(b) **Numbers of Parish Councillors wishing to attend the evening meal**

14. **COMMUNITY DAY** – Progress Report from Ditton Minors FC

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

16. **LONG SERVICE AWARD**

17. **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, however, as some of the items on this Agenda are confidential, parts of this meeting will exclude the Press and Public in accordance with Standing Orders 27 & 50.