

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 4th AUGUST 2008 AT 7.30PM

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

Mrs) Sue Kavanagh
clerk of the Council

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29th July 2008

AGENDA

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. .

1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **DECLARATION OF INTERESTS**
4. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 7th JULY 2008**
5. **MATTERS ARISING**
6. **MINUTES OF MEETINGS HELD DURING JULY 2008**
 - (a) **For Confirmation & Signing**
 - (i) COMMUNITY CENTRE COMMITTEE, 14TH JULY 2008 - circulated
 - (ii) PLANNING COMMITTEE, 21st JULY 2008 - circulated
 - (iii) OPEN SPACES & AMENITIES COMMITTEE, 21ST JULY 2008 - circulated
 - (iv) FINANCE AND ADMINISTRATION COMMITTEE, 28TH JULY 2008 - herewith
7. **CORRESPONDENCE**
 - (a) **For Noting**

KALC: Minutes of Meeting held 19th June 2008

Kent Fire & Rescue Service:	<u>Service Performance Plan 2008/2009</u>
Tonbridge & Malling Crime Prevention Panel:	<u>Minutes of Meeting held on 21st April 2008</u>
Tonbridge & Malling Community Safety Partnership:	<u>Newsletter, June 2008</u>
Communicorp:	<u>'Local Councils Update' – July 2008, Issue 105</u>
Tonbridge & Malling Borough Cncl:	<u>'Spotlight on our Performance'</u> <u>Leisure Guide Distribution</u>
Kent Highways:	<u>'Roadworks and Journey Planner' leaflet</u>
Kent County Council:	<u>KCC Legal Services</u>
Kent Downs:	<u>Valley of Visions Landscape Partnership Scheme</u>
Kent Benefits Partnership:	<u>Housing and Council Tax Benefit</u>
(b) <u>For Decision</u> [Copies herewith]	
Ditton Heritage Centre Ltd:	<u>Request to Hold Bottle Stall at Hallowe'en Dance</u>
Isle of Wight Council:	<u>'Power to the Parishes' Conference 4/9/2008</u>
NALC:	<u>Neighbourhoods in Action Conference 12/9/2008</u>
Cllr. A R Mulcuck:	<u>Hearing Aid</u>

8. **FINANCE**

(a) **Accounts Received**

Mr & Mrs Beadle:	Reimbursement of Travelling Expenses to Rang-du-Fliers	54.00
Allotment Tenant:	Key Deposit	8.00
Photocopies:	Income	25.00
Ditton Junior School:	Grounds Maintenance Charge (Invs. 4168, 4192 & 4217)	1005.25
Ditton Infants School:	Grounds Maintenance Charge	230.18
Thinc Group:	Gazette Advert	148.00
Invicta Glazing:	Gazette Advert	60.00
Haffenden:	Gazette Advert	35.00

Mark Fisher:	Gazette Advert	60.00
Snodland Festival:	Gazette Advert	60.00
Lush Gardens	Gazette Advert	60.00
Ditton Infants School:	Grounds Maintenance Charge	112.31
Multi Sport:	Hire Fees	185.50

(b) **Accounts for Payment**

Salaries:	Gross: £15,410.40	Net:	11199.41
Kent County Council:	Superannuation		3561.21
DPC Imprest:	Account: July Reimbursement		1273.76*
AquAid:	Water and sanitation	128.34	
		Vat <u>19.11</u>	128.34
Chubb Electronic Security Ltd:	Alarm Service Maintenance and Monitoring Contract 1/8/08-31/7/09	194.03	
		Vat <u>33.95</u>	227.98
Chubb Fire Ltd:	Service Agreement	126.44	
		Vat <u>22.13</u>	148.57
EDF Energy:	Cedar Room	259.08	
		Vat <u>12.95</u>	272.03
EDF Energy:	Changing Rooms NRRG	78.32	
		Vat <u>3.92</u>	82.24
Forge Engineering:	Stainless Steel Mesh	35.00	
		Vat <u>6.13</u>	41.13
Gillett & Johnson:	Village Clock Repairs	115.00	
		Vat <u>20.13</u>	135.13
Gullands Solicitors:	A4 Site Map re. Play Equipment Grant		60.00
John Shaw Ltd:	Machinery Parts	56.34	
		Vat <u>9.86</u>	66.20
Mrs S J Kavanagh:	Varifocal Glasses Contribution		75.00
Kent County Council:	Vehicle Lease Fee	1071.00	
		Vat <u>187.43</u>	1258.43
Kent County Council:	Stationery	36.00	
		Vat <u>6.30</u>	42.30
Monro South	Roundup Biactive	45.10	
		Vat <u>7.89</u>	52.99

Netbox 5:	MFE Active Virus Defence 1 year	228.36	
	MFE Anti-Spyware 1 year	<u>47.85</u>	
		276.21	
		Vat <u>48.33</u>	324.54
Parkfoot Garage Ltd:	Diesel	111.41	
		Vat <u>19.50</u>	130.91
Popi:	Summer Gazette 2,300 copies		1345.00
Mr Pullinger:	Playarea Locking		25.00
Safe Handling Southern Ltd:	Training – Manual Handling & Fire Warden	342.96	
		Vat <u>60.02</u>	402.98
SSG Emprise	Keyholding & Alarm Response	20.83	
		Vat <u>3.65</u>	24.48
Travis Perkins Ltd:	Redwood, staples, Chain	16.24	
		Vat <u>2.84</u>	19.08

(c) **Cheques Drawn Between Meetings**

Inland Revenue:	VAT Payment		4707.86
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Breakdown of Expenditure from Imprest Account during July 2008

Carried Forward 1 st July 2008		1795.29
Add: PC Reimbursement		<u>704.71</u>
		2500.00
Deduct: July Expenses		
Voucher Charge	3.25	
Postage Stamps	63.00	
Community Centre Expenses	128.02	
Bar Wages	138.71	
Flowers	40.00	
Bar Petty Cash Reimbursement	69.92	
Presentation – Nigel Saunders	41.28	
Gazette Deliveries	131.70	
Float – Horticulture Show	330.00	
BKG Judges Fee & Exps	40.00	
Sage Payroll – Update	287.88	
		<u>1273.76*</u>
Balance		1226.24

*Sum to be drawn on 4th August 2008 to restore balance to £2500.00

(d) **Direct Debits Paid During June 2008**

02.06.08	WPA Health Care	573.48
03.06.08	O2	35.31
03.06.08	Sky Business	306.68
04.06.08	Mentor RBOS	365.17

12.06.08	Nildram	42.82
16.06.08	Post Office Ltd	87.83
17.06.08	BT Direct Debits	48.89
17.06.08	BT Direct Debits	48.89
17.06.08	BT Direct Debits	60.33
20.06.08	Red Fuel Cards	33.67
20.06.08	Euphony Comm. Ltd	13.69
20.06.08	S&N UK Ltd	8863.14
20.06.08	Tonbridge & Malling BC	1143.00
23.06.08	Waverleys TBS	564.70
24.06.08	EBS Direct Debits	26.50
25.06.08	BOC Manchester	235.00
26.06.08	BT Direct Debits	52.28
26.06.08	BT Direct Debits	320.19
27.06.08	Walkers Snacks	285.02
30.06.08	Nat West Business Card	219.79

(e) **Accounts for Payment – Community Centre**

Peter Dorrell & Co:	Cleaning materials	92.30	
		Vat <u>16.15</u>	108.45
Initial Washroom Solutions:	August Towel Rental	58.50	
		Vat <u>10.24</u>	68.74
Kent County Council:	New Head for Hoover	9.90	
	Cleaning materials	<u>227.00</u>	
		236.90	
		Vat <u>41.46</u>	278.36
David Peirce:	Part for tumble dryer		31.89

Deposit Refunds

Oaken Hall		Don Carman Hall	
13.07.08	50.00	19.07.08	50.00
17.07.08	26.00	25.07.08	50.00
03.08.08*	65.00	02.08.08*	50.00

* Subject to inspection

(f) **Accounts for Payment - Bar**

Aircool Systems UK	Service call on main bar ice machine	36.00	
	Service call on glass washer and bottle cooler in main bar	<u>36.00</u>	
		72.00	
		Vat <u>12.60</u>	84.60
Gamestec	Rental on security cabinet	21.67	
		Vat <u>3.79</u>	25.46
Emprise Services:	Monthly Keyholding and Alarm Response	20.83	
		Vat <u>3.65</u>	24.48

17. **MATTERS ARISING FROM “CORRESPONDENCE FOR NOTING”**
18. **CLOSURE**