

DITTON PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF DITTON PARISH COUNCIL, HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON WEDNESDAY, 7th MAY 2008

PRESENT: CLLRS. J BEADLE [Vice-Chair], R G W BAKER, MRS A BEADLE, M D BRINE, W CORDWELL, M LANDER, A R MULCUCK, D H NUNN, B D STONE & MRS A THROSSELL. CO. CLLR. MRS C GRANT & COMMUNITY WARDEN P CRISPE.
(MRS) S J KAVANAGH [Clerk of the Council], MRS M GRANTHAM [Community Centre Administrator] & MRS N GREENAWAY [Admin. Asst.]

PART I

1. OPENING OF MEETING

In the absence of the Chairman, the Vice-Chairman opened the meeting at 7.30pm.

2. APOLOGIES

Apologies were RECEIVED from Cllrs. Angel, Porter and Thwaites. The previously notified reasons for absence were **ACCEPTED** and **APPROVED**. Apologies were also RECEIVED from Co. Cllr. Rowe, PC Roddick and PCSO Mrs Bishop.

3. ELECTION OF CHAIRMAN FOR 2008/2009

Cllr. Mike Porter was **NOMINATED** by Cllr. Beadle and **SECONDED** by Cllr. Brine. It was **NOTED** that Cllr. Porter had previously notified the Clerk that he is willing to accept nomination for Chairman.

There being no further nominations, Cllr. Porter was duly **ELECTED** Chairman for 2008/2009.

4. ELECTION OF VICE-CHAIRMAN FOR 2008/2009

Cllr. Beadle was **NOMINATED** by Cllr. Mulcuck and **SECONDED** by Cllr. Brine. There being no further nominations, Cllr. Beadle was duly **ELECTED** Vice-Chairman for 2008/2009.

5. DECLARATION OF ACCEPTANCE OF OFFICE

Cllr. Beadle duly signed the declaration of acceptance of office of Vice-Chairman.

RESOLVED Cllr. Porter be permitted to sign the declaration of office of Chairman, in the presence of the Clerk, before the next meeting of the Council.

6. APPOINTMENT OF COMMITTEES FOR 2008/2009

Members were appointed to standing committees as follows:-



[a] Planning, Highways and Transportation - 11 Members

[i] MEMBERSHIP

Cllr. R Angel	Cllr. A R Mulcuck
Cllr. R G W Baker	Cllr. D H Nunn
Cllr. Mrs A R Beadle	Cllr. B D Stone
Cllr. M D Brine	Cllr. Mrs A Throssell
Cllr. W Cordwell	Cllr. Mrs J F Thwaites
Cllr. M Lander	

[ii] ELECTION OF CHAIR

Cllr. Beadle **NOMINATED** Cllr. Mulcuck, this was **SECONDED** by Cllr. Mrs Throssell. There being no further nominations, Cllr. Mulcuck was duly **ELECTED** chair of the Planning, Highways and Transportation Committee for 2008/2009.

Vice-Chair to be elected at the first Meeting of the Committee.

[b] Community Centre - 7 Members

[i] MEMBERSHIP

Cllr. J A Beadle	Cllr. M Lander
Cllr. Mrs A R Beadle	Cllr. D H Nunn
Cllr. M D Brine	Cllr. Mrs J F Thwaites
Cllr. W Cordwell	

[ii] ELECTION OF CHAIR

Cllr. Nunn **NOMINATED** Cllr. Beadle, this was **SECONDED** by Cllr. Brine. There being no further nominations, Cllr. Beadle was duly **ELECTED** chair of the Community Centre Committee for 2008/2009

Vice-Chair to be elected at the first Meeting of the Committee.

[c] Open Spaces & Amenities - 7 Members

[i] MEMBERSHIP

Cllr. R Angel	Cllr. B D Stone
Cllr. R GW Baker	Cllr. Mrs Throssell
Cllr. A R Mulcuck	Cllr. Mrs J F Thwaites

NOTED there is one vacancy on this committee.

[ii] ELECTION OF CHAIR

Cllr. Mulcuck **NOMINATED** Cllr. Baker, this was **SECONDED** by Cllr. Mrs Throssell. There being no further nominations, Cllr. Baker was duly **ELECTED** chair of the Open Spaces and Amenities Committee for 2008/2009.

Vice-Chair to be elected at the first Meeting of the Committee.

[d] Personnel Committee – 6 Members (Committee Chairs + 2 Other Members)

[i] MEMBERSHIP

Cllr. R G W Baker
Cllr. Mrs A R Beadle
Cllr. J A Beadle

Cllr. M D Brine
Cllr. A R Mulcuck
Cllr. M J Porter

[ii] ELECTION OF CHAIR

Cllr. Baker NOMINATED Cllr. Mrs Beadle, this was SECONDED by Cllr. Beadle. There being no further nominations, Cllr. Mrs Beadle was duly ELECTED Chair of the Personnel Committee for 2008/2009.

Vice-Chair to be elected at the first Meeting of the Committee.

[e] Finance & Administration Committee - Chair & Vice-Chair of Council, All Committee Chairs + 1 Other Member

[I] MEMBERSHIP

Cllr. R G W Baker
Cllr. Mrs A R Beadle
Cllr. J A Beadle

Cllr. A R Mulcuck
Cllr. D H Nunn
Cllr. M J Porter

Chairman of the Finance and Administration Committee is the Chairman of the Council.

Vice-Chair to be elected at the first Meeting of the Committee.

[f] Allotment Managers [3]

Cllr. R G W Baker

Cllr. A R Mulcuck

Cllr. Mrs J F Thwaites

[g] Sub-Committees

Members were appointed to sub-committees as follows:-

(i) INVESTMENT SUB-COMMITTEE (Currently 4 Members)

Cllr. J A Beadle
Cllr. A R Mulcuck

Cllr. D H Nunn
Cllr. J F Thwaites

(ii) HEALTH & SAFETY SUB-COMMITTEE (4 Senior staff Members & 2 Members)

Cllr. R G W Baker
Cllr. W Cordwell
Mrs G Annett (Senior Caretaker)

Mrs G Grimes (Senior Bar Manager)
Mrs S J Kavanagh (Clerk of the Council)
Mr N P Saunders (Grounds Supervisor & Health & Safety Officer)

(iii) BAR FINANCE WORKING PARTY (4 Members)

Cllr. J A Beadle
Cllr. M D Brine

Cllr. D H Nunn
Cllr. M J Porter

(iv) CEDAR ROOM (5 Members)

Cllr. R G W Baker
 Cllr. Mrs A R Beadle
 Cllr. J A Beadle

Cllr. A R Mulcuck
 Mr N P Saunders (Grounds Supervisor & Health &
 Safety Officer)

7. **APPOINTMENT OF REPRESENTATIVES TO OTHER BODIES**

The following appointments to outside bodies were made:-

(a) Kent Association of Local Councils

Cllr. A R Beadle Cllr. A R Mulcuck

(b) T & M BC Parish Partnership

Cllr. A R Beadle Cllr. A R Mulcuck

(c) T & M Crime Prevention Panel

Cllr. B D Stone

It was **NOTED** that these meetings are usually held on the first Monday in the month, which conflicts with this Council's Parish Council meetings. **FURTHER NOTED** that minutes of these meetings are forwarded to this council.

RESOLVED to accept Cllr. Stone's suggestion that he attends the panel meetings bi-monthly to enable him to attend Parish Councils meetings bi-monthly.

PART II8. **DECLARATION OF MEMBERS' INTERESTS**

Cllrs. Mrs Beadle, J Beadle & Mulcuck declared a personal interest in item 14(i) as they are Committee members of the Twinning Association.

Cllrs. Brine, Lander and Cordwell declared a personal interest in item 23 as they are acquaintances of the Kilnbarn guest involved in the incident.

9. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD ON 7th APRIL 2008**

The minutes of the meeting held on 7th April 2008 were **CONFIRMED** and **SIGNED**.

10. **MATTERS ARISING**

There were no matters arising.

The Chairman **MOVED** that the Police and Community Warden report be brought forward and taken at this time to enable the officers to return to their duties.

11. **REPORTS FROM POLICING TEAM & COMMUNITY WARDEN**

Apologies had previously been received from PC Roddick and PCSO Mrs Bishop, therefore no police report was available.

Community Warden Paul Crispe, introduced himself and advised Members that he would be based solely in Ditton for the long term or until a new Warden is appointed. He is currently visiting local organisations and schools and liaising with the police. He would like to be advised of any specific areas of concern or problems.

The Vice-Chairman welcomed him and said the Council looked forward to a long relationship with him.

12. **MINUTES OF MEETINGS HELD DURING APRIL 2008**

(a) Community Centre Committee Meeting, 14th April 2008

The above minutes were presented by Cllr. Beadle and **CONFIRMED** and **SIGNED**.

Cllr. Brine asked if the problems with the gaming machine had been dealt with and he was advised that a meeting is to be held with Gamestec at 12.45pm on 20th May 2008.

(b) Planning Committee Meeting, 21st April 2008 - herewith

The above minutes were presented by Cllr. Mrs Throssell and **CONFIRMED** and **SIGNED**, subject to the following amendment:-

Planning Application TM/04047/FL - substitute New Road for London Road

(c) Open Spaces & Amenities Committee, 21st April 2008 - herewith

The above minutes were presented by Cllr. Mrs Throssell and **CONFIRMED** and **SIGNED**.

Cllr. Mulcuck advised Members that the designation of the Quarry as a Local Nature Reserve has been further delayed. This is due to the Borough solicitor choosing to have a Barrister look at the document before it is confirmed.

The committee clerk asked the Council to consider taking an additional item under this heading in view of the urgency to purchase the set of new gang mowers which have been budgeted for.

RESOLVED to accede to the request.

(I) PURCHASE OF NEW GANG MOWERS

It was **NOTED** that, despite every effort, it had not been possible to obtain three quotations for this item of equipment. The two quotations received were **READ** as follows:-

Quotation (a)	Price:	£10,259.00 + Vat
	Discount:	1,259.00
	Part Exchange:	- <u>500.00</u>
		£9,000.00 +Vat
Quotation (b)	Price:	£10,259.00 +Vat
	Discount:	1,559.00
	Part Exchange	- <u>800.00</u>
		£8,700.00 +Vat

RESOLVED to accept quotation (b) from Ernest Doe and the existing set of gang mowers be disposed of in part exchange for the new set of Hydraulic Mounted gang mowers.

13. **CORRESPONDENCE**

(a) For Noting

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

Tonbridge & Malling Boro' Cncl:	<u>Minutes of Council, Cabinet & Committee Meetings 2008 Vol.1 Dec. 6th (07) to Feb 14th (08)</u>
	<u>Budget Statement 2008/2009</u>
	<u>Parish Partnership Panel – Minutes of Meeting held 6/3/08</u>
	<u>Minutes of Public Transport Panel Meeting held 18/03/08</u>
Tonbridge & Malling Crime Prevention Panel:	<u>Minutes of Meeting held 25/2/08</u>
DCK Beavers Ltd:	<u>Mileage Charges</u>
Kent Empty Property Initiative:	<u>Spring 2008 Newsletter</u>
Press Publishing:	<u>'Local Council's Update' - April 2008, Issue 102</u>
Kent Air Ambulance:	<u>Letter of Thanks</u>
Victim Support:	<u>Letter of Thanks</u>
Ditton Heritage Centre Ltd:	<u>Letter of Thanks</u>
Fields In Trust (Fit):	<u>Notice of AGM 18/6/2008</u>
KALC:	<u>'Parish News' – Issue 331, 7th April 2008</u>

Minutes of Area Meeting held 20/3/08

- Rural Kent: 'Oast to Coast' Spring 2008
Hallmark Scheme Training and Presentation Evening
- Wildlife Trust: 'Natural World', Spring 2008
'Wild Kent', Spring 2008
- Environment Agency: Newsletter, April 2008 – 'River Basin Bulletin'

(b) For Decision

Mrs E Day:

Environmental Policies

A request for details of this Council's environmental policies was **READ** and the Clerk's response to specific queries regarding the use of polystyrene cups was **NOTED**.

Members felt that Mrs Day should take up the issue of the Womens' Institute using polystyrene cups at their meetings directly with them. This Council did not feel it could ban hirers from using polystyrene cups at this time.

The Chairman moved that an additional item of correspondence be taken, as it is date sensitive.

- Ton. & Malling Borough Cncl: Request for Agenda Items by 8th May 2008 for Parish Partnership Meeting to be held on 29th May.
 Members had nothing they wished to be included on the agenda for this meeting.

14. **FINANCE**(a) Accounts Received

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

Aylesford Newsprint:	Donation to Firework Display	80.00
Ditton C E Junior School:	Grounds Maintenance	342.57
Ditton Guides:	Energy Charges – Guide HQ	27.92
Ditton Minors FC:	Energy Charges – NRRG	205.30
Multi Sports:	Income	306.50
Photocopies:	Income	11.20

Gazette Ads:	Lush Gardens	60.00	
	Drive Right	28.00	
	Leisure Hire	<u>35.00</u>	123.00

(b) Accounts for Payment**RESOLVED** the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

Salaries:	April 2008	Gross: 15824.24	Net: 11635.45
DPC Imprest A/C:	Reimbursement of April expenses		585.78*
Kent County Council:	Superannuation Subs – April		3760.68
Aquaid:	Sanitisation – Water Dispensers	18.49	
		Vat <u>3.24</u>	21.73
A Beacham Farm Svs:	Tractor Service & Parts	254.23	
		Vat <u>44.49</u>	298.72
EDF Energy:	St. Lighting Maintenance 08/09	23.63	
		Vat <u>4.14</u>	27.77
EDF Energy:	Energy Charge – Cedar Rooms	314.48	
	Climate Levy Charge	15.43	
		Vat <u>57.73</u>	387.64
Ernest Doe:	Machinery Parts	66.19	
		Vat <u>11.55</u>	77.74
Emprise:	Keyholding & Alarm Response	20.88	
		Vat <u>3.65</u>	24.48
Forge Engineering:	Repairs to Play Equipment KBRG	375.00	
		Vat <u>65.63</u>	440.63
Kent Assoc. Local Cncls:	Annual Subs & LCR		1,197.88
Kent County Council:	4 th Internal Audit Visit	260.00	
		Vat <u>45.50</u>	305.50
Kent Co. Playing Fields Association:	Annual Subscription		15.00
Kentec:	Abrasive Wheels Training	150.00	
	PASMA Mobile Tower Training	250.00	
		Vat <u>70.00</u>	470.00
MAB Groundscare:	Repairs to Honda HRH 536	55.20	
		Vat <u>9.66</u>	64.86
Monro Horticulture:	Spraying products	94.66	
		Vat <u>16.57</u>	111.23

Nat. Soc. of Allotment & Leisure Gardeners Ltd:	Annual Membership Fee 2008/2009	55.00	
		Vat <u>9.63</u>	64.63
Netbox 5:	McAfee Anti-Spam Software Licence	165.00	
		Vat <u>28.88</u>	193.88
Nico Office Ltd:	Value Toner Kit	372.79	
		Vat <u>65.24</u>	438.03
Parkfoot Garage Ltd:	Diesel	42.55	
		Vat <u>7.45</u>	50.00
Popi:	2000 Gazettes	1295.00	
	2000 APM Notices	<u>202.00</u>	1497.00
Mr Pullinger:	Locking of Playarea		25.00
Three Towns:	High Back Typist Chair	48.00	
		Vat <u>8.40</u>	56.40
Travis Perkins Ltd:	8" Road Tow chipper	400.00	
	W/Hoathly Sharpthorne Mix and Blue Circle Mastercrete	73.16	
	Fence Panel & Posts	67.44	
	Hire of Rotovator, Kiln dried Sand	<u>47.42</u>	
		588.02	
		Vat <u>102.91</u>	690.93
Unison:	Members Subscriptions (deducted from salaries)		548.40

PARISH COUNCIL IMPREST ACCOUNT – Reimbursement of April Expenses

Carried Forward 1 st April 2008		1400.35
Add: PC Reimbursement		<u>1099.65</u>
		2500.00
Deduct: April Expenses		
Voucher Charge	3.25	
OSA Expenses	157.62	
Clerks Course	141.00	
Postage	93.00	
Petty Cash	70.91	
Gazette Delivery	<u>120.00</u>	<u>585.78</u>
		1914.22
Balance		<u>585.78*</u>
		2500.00

*Sum to be drawn on 7th May 2008

(c) Accounts Paid Between Meetings

EDF Energy:	Energy Charge – Changing rooms NRRG Last Bill	362.63	
	Cancelled charges	<u>-395.43</u>	
		-32.80	
	Charges this period	<u>245.60</u>	
		212.80	
	Total VAT @5%	<u>-7.50</u>	205.30

(d) Direct Debits & BACS Payments During March 2008

The following direct debits paid during March 2008, were **READ, NOTED** and **APPROVED**:-

[i] DITTON PARISH COUNCIL ACCOUNT

03.03.08	Sky Business	306.68
04.03.08	WPA	491.80
04.03.08	02	28.56
05.03.08	RBOS Mentor	365.17
18.03.08	BT	48.89
18.03.08	BT	44.54
18.03.08	BT	58.37
19.03.08	Post Office Ltd	52.70
20.03.08	Euphony	23.28
20.03.08	S & N UK Ltd	7,354.47
25.03.08	BOC Manchester ACC	235.00
25.03.08	AML	156.00
25.03.08	Waverleys TBS	48.53
26.03.08	EBS Direct Debits	23.25
26.03.08	BT	54.08
26.03.08	BT	247.97

[ii] BACS PAYMENTS

The following BACS paid during March 2008, were **READ, NOTED** and **APPROVED**:-

05.03.08	Bankline Autopay	1,086.78
12.03.08	“ “	1192.84
18.03.08	Inland Revenue	4,688.01
19.03.08	Bankline Autopay	1191.28
26.03.08	“ “	1163.74

(e) Investment

(i) INVESTMENT STRATEGY FOR 2008/2009

NOTED this is currently being prepared.

(ii) CURRENT SITUATION REGARDING FINANCIAL ADVISOR

Members were advised that, as the Clerk has been unable to make contact with the Council's financial advisor, Mr Hubbard, via telephone or email she contacted UBS to ascertain if they

had alternative contact details for him. Their investigations have revealed that he no longer works for the Rickard Lazenby, however, UBS can put us in touch with another financial advisor in that company if required.

RESOLVED to dispense with the services of a financial advisor and deal directly with UBS in the future.

(iii) WORKING PARTY MEETING WITH UBS – 2.00PM MONDAY 19TH MAY 2008

The working party members were reminded that a meeting with UBS is scheduled for 2.00pm on Monday 19th May 2008.

A report of the meeting will be presented at the next meeting of the Council.

(f) Internal Audit

(i) REPORT OF FOURTH VISIT FOR 2007/2008 [Copy herewith]

A report of the internal Auditor's fourth visit was **READ** and it was **NOTED** that there were no matters arising from the audit that would need to be brought to the attention of the Council. It was **NOTED**, however, that he suggests it would be appropriate to test the market for stocktaking services, as the current company have been undertaking this service for the Council for some considerable time.

It was **NOTED** that the current stocktaker has not increased his charges for some considerable time and that his charges are very competitive. Cllr. Nunn advised that he has recently observed a stocktake and found the stocktaker to be very thorough and professional. Discussion took place.

RESOLVED to retain the services of the current stocktaker.

(ii) PROPOSED AUDIT PLAN FOR 2008/2009

A copy of the proposed audit plan for 2008/2009, which had previously been circulated, was **READ** and **NOTED**.

RESOLVED to **APPROVE** the audit plan for 2008/2009.

(g) Statement of Accounts for Financial Year 2007/2008

NOTED these have still not been received from the Accountants. **FURTHER NOTED** that to comply with the external audit requirements, it will now be necessary to call an extraordinary meeting of the Council on 19th May 2008 to approve the accounts, the annual return and annual governance statement.

(h) External Audit for Financial Year 2007/2008

It was not possible to deal with the following two items, because the Statement of Accounts have not been received.

(i) ANNUAL RETURN – STATEMENT OF ACCOUNTS

(ii) ANNUAL GOVERNANCE STATEMENT

(i) Ditton Twinning Association – Request for Release of Funds

A request from the Twinning Association for release of the £1,000 funds budgeted for twinning activities was **READ** and **NOTED**.

PROPOSED by Cllr. Baker, **SECONDED** by Cllr. Cordwell that the funds be released. The proposal was **CARRIED** by 9 Votes in **FAVOUR**, 1 **AGAINST**.

RESOLVED the Association to be reminded that they are required to submit details of expenditure from this sum on an annual basis.

Cllr. Mrs Beadle advised Members that when the residents from Rang-du-Fliers are visiting Ditton, they would welcome the opportunity to meet some of the Councillors.

15. REPORTS FROM BOROUGH & COUNTY COUNCILLORS

In the absence of Co. Cllr. Rowe, who had previously given his apologies, Cllr. Beadle read his report as follows:-

Post Winter Pothole Repairs In order to address a significant rise in the number of potholes reported over the winter months, Kent Highway Services have had an intensive campaign over the last month to tackle any problems. Additional resources and increased crews have been working to repair as many potholes as possible. Anyone identifying a problem should email kent.highwayservices@kent.gov.uk or call 08458 247 800 for appropriate action.

Home to School Transport/Hazardous Routes KCC are reviewing their list of these routes. If any member has any route they feel needs consideration would they kindly let him know.

No Use Empty Campaign If anyone knows of an empty property that they think should be reviewed for this scheme would they let susan.pledger@kent.gov.uk know or phone 01622 696814.

Valley of Vision Project This is a project set up to address environmental issues within the Medway Valley and other areas. It is addressing quad/motor cycle riding, fly tipping and other issues. The project manager is Rick Bayne at rick.bayne@vov.kentdowns.org.uk . Tel No. 01634 242826.

Grants I reported at the last Parish Council meeting that grants are available yet again from both my members grants and Small Community Capital Grants (allocation through Joint Local Board). Ditton Heritage Centre has already indicated that it will be making an application. I assume that Ditton Parish Council would support them?

TM/07/4294 Renewal of Planning Permission TM/03/2785 (Western Extension)-Hermitage Quarry KCC Planning Committee are discussing this application

Assuming that Ditton Parish Council has had notification of this application prior to this evening, please let me have your thoughts and observations in order that I can make sure that they are taken notice of. County officers are recommending that permission be granted.

16. **REPORTS FROM POLICING TEAM & COMMUNITY WARDEN**

Dealt with earlier in the meeting.

17. **PLANNING, HIGHWAYS & TRANSPORTATION MATTERS**(a) **Election of Vice Chairman**

Cllr. Mulcuck **NOMINATED** Cllr. Mrs Throssell, this was **SECONDED** by Cllr. Cordwell. There being no further nominations, Cllr. Mrs Throssell was duly **ELECTED** Vice-Chair of the Planning, Highways and Transportation Committee for 2008/2009.

(b) **Plans Received for Comment**

Cllr. Mrs Throssell requested that three additional plans be taken, as they are all date sensitive and require a response before the next meeting of the planning committee.

RESOLVED to accede to the request.

TM/08/01389/TPOC	Removal of two sweet chestnut stumps covered by TPO Ditton No. 2 1992 (ref. 12-06-26)	8 Cedar Close
	RESOLVED NO OBJECTION	

TM/08/01056/FL	Single storey rear extension	61 Bell Lane
	RESOLVED NO OBJECTION	

TM/07/4294	Renewal of Planning Permission TM/03/2785 (Western Extension)	Hermitage Quarry
	RESOLVED NO OBJECTION	

TM/08/01203/FL	Amend condition 6 of planning consent TM/07/03375/FL for sale of alcohol – terminal hour 23.30. Closure of premises terminal hour 00.00	Kentish Quarryman 42 New Road
	RESOLVED TO OBJECT TO THIS APPLICATION, AS THIS IS IN A DENSLY POPULATED RESIDENTIAL AREA. DURING A PUBLIC MEETING WITH SHEPHERD & NEAME ON 12TH MARCH 2008, THEY GAVE AN UNDERTAKING THAT THEY WOULD ONLY APPLY FOR AN AMENDED CLOSING TIME OF 11.30PM, IN LINE WITH THE PREVIOUS ESTABLISHMENTS HOURS OF OPENING.	

(c) **Plans Dealt with by Tonbridge & Malling Area Sub-C'ttee. 3**

The following decisions were **READ** and **NOTED**:-

TM/08/00511/FL	Erection of pair of semi-detached houses	35 Bradbourne Lane <u>REFUSED</u>
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TM/08/00642/FL Rear single storey extension

18 Orchard Grove
GRANTED

(d) 'B' Lists

The following 'B' Lists were CIRCULATED, **READ** and **NOTED**:-

08/15 - 14.4.08; 08/16 - 21.04.2008

(e) Agenda, Minutes & Notes of T & M Area 3 Sub Committee

NOTED these were not available.

(f) TM/07/03219/AT– Non-illuminated Freestanding Sign, Pinions Pet Foods

NOTED that the appeal was dismissed.

(g) Planning Enforcement Investigation – East Malling Research Station - Alleged unauthorised use as a distribution Centre

NOTED that an initial investigation will be carried out to determine whether or not a breach of planning control has occurred.

18. **DITTON GAZETTE - COPY DEADLINE FOR SUMMER EDITION**

NOTED the deadline for receipt of copy for the Gazette will be mid-June. This will enable the Editor to have the magazine ready for printing at the end of June for distribution during the beginning of July.

Cllr. Beadle expressed concern that no-one in Ditton Court Close appears to have received the Spring edition.

19. **WEBSITE**

Illustrations of the new design for the website, were CIRCULATED and **NOTED**. **FURTHER NOTED** that, subject to Council's approval, the new look website will be launched this week.

RESOLVED to proceed with the new design and launch.

20. **KENT COMMUNITY WARDEN**

It was **NOTED** that Community Warden, Paul Crispe, will be deployed to Ditton until such time as a replacement is recruited. **FURTHER NOTED** that the next round of recruitment will take place during August/September and training of the new recruits will take place during October/November. It is possible that Paul may elect to stay in Ditton.

21. **LETTERHEADING**

Samples of letter headings which compliment the new look website, were CIRCULATED and discussed. It was **NOTED** that an order for 500 sheets of letter headed paper has only just been purchased.

Members considered the samples, but felt they were not innovative enough.

Cllr. Brine offered to draft some designs for a new letter heading and bring them back for consideration at a future meeting.

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

KALC – Minutes of Meeting held 20th March 2008: Cllr. Mulcuck read the item on future planning and whether the KALC Area Committee should be involved with the new Leybourne Grange Development. He felt that if a representative from the developers of the Site is invited to make a presentation to the committee, both he and Cllr. Beadle should endeavour to attend.

23. **INCIDENT 9TH APRIL 2008**

Details, which had previously been circulated, of a serious incident involving a Kilbarn Club guest and member of staff, where **READ** and **NOTED**. The action taken by the Clerk, in consultation with the Chairman of the Community Centre Committee, to report this incident to the Police and ban this resident from entering the Kilbarn Club in the future was **READ** and **APPROVED**.

24. **CLOSURE**

The meeting closed at 9.05pm.

Chairman
2nd June 2008