

## **DITTON PARISH COUNCIL**

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 4<sup>th</sup> AUGUST 2008

PRESENT: CLLRS. M J PORTER [Chairman], J A BEADLE [Vice-Chairman], R ANGEL, MRS A R BEADLE, M D BRINE, A R MULCUCK, D H NUNN, MRS A THROSSELL AND MRS J F THWAITES  
MRS S J KAVANAGH [Clerk of the Council]

### 185. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

### 186. **APOLOGIES**

Apologies were RECEIVED from Cllrs. Baker and Cordwell. The previously notified reasons for absence were **ACCEPTED** and **APPROVED**. Apologies were also received from Co. Cllr. Rowe.

### 187. **DECLARATION OF INTERESTS**

Cllrs. Mulcuck, Nunn and Mrs Thwaites declared a personal interest in item 192(b) 'Request to hold a Bottle Stall at Hallowe'en Dance' as they are members of the Heritage Centre Committee.

Cllr. Mulcuck declared a prejudicial interest in Item 192(b) 'Hearing Aid' as he was the person requesting the purchase of this piece of equipment.

The Chairman moved that item 10 'Report from Parish Warden/Community Police' be taken next to enable PC Roddick to return to policing duties.

### 188. **REPORT FROM PARISH WARDEN/COMMUNITY POLICE**

PC Roddick reported that crime figures in Ditton during July totalled 10. The crimes were broken down as follows:-

3	Criminal damage
1	Theft of Vehicle
1	Theft from vehicle
3	Burglaries – 2 from sheds/garages; 1 dwelling
2	Others

The total crimes committed last month totalled 19 and there were 13 committed during July 2007.

PC Roddick confirmed that PCSO Lia Bishop had caught two of the offenders riding mini-motorcycles unlawfully and they have since been cautioned. The offenders have been advised

that if they are caught riding these bikes unlawfully or allow them to be ridden unlawfully again within the 12 months, the police have the power to seize the mini-motorcycles and destroy them.

Cllr. Angel advised PC Roddick that he is pleased that the installation of CCTV appears to be having a good effect in reducing crime. He asked if it would be possible to have percentage figures of crime per capita to enable a more accurate comparison with neighbouring parishes.

Cllr. Mulcuck advised PC Roddick of his concern at the dangerous parking on the corner of Ditton Court Close and St Peter's Road.

189. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 7<sup>th</sup> JULY 2008**

The above minutes were presented by the Chairman and **CONFIRMED** as a correct record.

190. **MATTERS ARISING**

Cllr. Mulcuck advised that he had perused the Leisure and Arts Strategy 2008-2013 and had no comments to make.

191. **MINUTES OF MEETINGS HELD DURING JULY 2008**

(a) **For Confirmation & Signing**

(i) COMMUNITY CENTRE COMMITTEE, 14<sup>TH</sup> JULY 2008

The above minutes were presented by Cllr. Beadle and following one amendment **CONFIRMED** as a correct record.

(ii) PLANNING COMMITTEE, 21<sup>ST</sup> JULY 2008 - circulated

The above minutes were presented by Cllr. Mulcuck and **CONFIRMED** as a correct record.

(iii) OPEN SPACES & AMENITIES COMMITTEE, 21<sup>ST</sup> JULY 2008

The above minutes were presented by Cllr. Mulcuck and **CONFIRMED** as a correct record.

(iv) FINANCE AND ADMINISTRATION COMMITTEE, 28<sup>TH</sup> JULY 2008

The above minutes were presented by Cllr. Porter and following one amendment were **CONFIRMED** as a correct record.

192. **CORRESPONDENCE**(a) **For Noting**

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

KALC:	<u>Minutes of Meeting held 19<sup>th</sup> June 2008</u>
Kent Fire & Rescue Service:	<u>Service Performance Plan 2008/2009</u>
Tonbridge & Malling Crime Prevention Panel:	<u>Minutes of Meeting held on 21<sup>st</sup> 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) **For Decision**

Ditton Heritage Centre Ltd: Request to Hold Bottle Stall at Hallowe'en Dance

**RESOLVED** TO ACCEDE TO THIS REQUEST, SUBJECT TO A NOTICE BEING DISPLAYED ON THE STALL ADVISING THAT THE CONTENTS OF THE BOTTLES CANNOT BE CONSUMED ON THE PREMISES.

Isle of Wight Council: 'Power to the Parishes' Conference 4/9/2008  
**READ** and **NOTED**.

NALC: Neighbourhoods in Action Conference 12/9/2008  
**READ** and **NOTED**.

Cllr. A R Mulcuck: Hearing Aid  
A request for this Council to purchase a portable hearing aid system for the Council Chamber and other smaller meetings was **READ** and it was **NOTED** that the system suggested by Cllr. Mulcuck is recommended by The Hearing Centre for the Deaf.

**RESOLVED** TO APPLY FOR A KCC MEMBER'S GRANT TO FUND THE PURCHASE OF THIS EQUIPMENT.

Tonbridge & Malling Borough Cncl: Parish Partnership Panel – Request for Agenda Items

**RESOLVED** THIS COUNCIL DOES NOT HAVE ANY ITEMS FOR THE AGENDA.

193. **FINANCE**

(a) **Accounts Received**

The following accounts received during July 2008 were **READ** and **NOTED** as follows:-

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**

**RESOLVED** that, with the exception of the account for Gillett and Johnson, the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

Salaries:	Gross: £15,410.40	Net:	11199.41
Kent County Council:	Superannuation		3561.21
DPC Imprest:	Account: July Reimbursement		1273.76*
AquAid:	Water and sanitisation	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
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 MFE Anti-Spyware 1 year	228.36 <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

\*\* cheque withheld as clock is still not working correctly.

**(c) Cheques Drawn Between Meetings**

The following payment made between meetings was **APPROVED**:-

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

Carried Forward 1 <sup>st</sup> 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 4<sup>th</sup> August 2008 to restore balance to £2500.00

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

The following direct debits paid during June 2008 were **READ** and **APPROVED**:-

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****RESOLVED** the following Accounts be **ACCEPTED, APPROVED** and **PAID**:-

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**

<b>Oaken Hall</b>		<b>Don Carman Hall</b>	
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
Kent County Council:	Toilet rolls	14.45	
		Vat <u>2.53</u>	16.98
Adrian Mecklenburgh:	Post Mix	203.20	
		Vat <u>35.56</u>	238.76
Silver Springs:	Soft drinks	21.93	
		Vat <u>3.84</u>	25.77

(g) **Stocktake Report**

The stocktake report was not available. The Community Centre Administrator will circulate this document to the Committee members as soon as it is received.

(h) **Internal Audit Report 6<sup>th</sup> Visit 2007/2008**

The internal auditor's report of his 6<sup>th</sup> visit, which had previously been circulated, was **READ** and it was **NOTED** that there were no matters of any significance arising from the audit that needed to be brought to the Council's attention.

**FURTHER NOTED** the auditor was pleased to see the results of the last two stocktakes, both of which recorded a surplus and a marked decrease in the amounts offset for allowances.

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

In the absence of Co. Cllr. Rowe, his report was read as follows:-

- Kent Police Roadshow - Kent Police Authority will be having a Roadshow at Asda, Kings Hill from 11am on Friday 15th August 2008. Anyone welcome to discuss policing issues and join in the survey on policing priorities.
- T&M Joint Local Board - The next meeting is scheduled to be held at 7.30pm on Tuesday 2<sup>nd</sup> September 2008. This may not go ahead BUT applications are still being requested for Local Members Grants and Small Community Capital Projects. As reported earlier £5k has been obtained to pump prime Cold Calling Controlled Zones within the Borough. Any Parish interested will need to have some Neighbourhood Watch Projects in place. Further details will be provided at the next Parish Partnership Panel to be held early autumn.
- T&M Youth Advisory Group - The next meeting will take place at Hadlow Youth Club from 6pm, on Wednesday 24th September. A representative/s from Ditton is/are welcome to attend.
- Olympic Handover Day 24th August 2008 - On this date, the Olympic flag will be handed to the UK in Beijing marking the start of the four year London Olympiad. In Kent, KCC, and most of the districts will be raising specially commissioned "London 2012 Flags"; some at special flag raising ceremonies and some at other cultural events. KCC Sport, Leisure and Olympics service have negotiated Free Swimming For All at 15 swimming pools throughout Kent on that day, in conjunction with Kent Alliance of Leisure Trusts and district councils. Other events are being organised at specific venues throughout Kent:
  - Dover street festival
  - Maidstone Handover Celebration at Whatman Park
  - Ramsgate Fun Run as part of official opening of New Athletics track at the Marlowe Academy.
  - Herne Bay big screen showing of Handover Ceremony in Beijing, The National 2012 party in The Mall and Kent 2012 films.
  - T/Wells will be celebrating Handover 5 days later on 29th August.
  - Paralympic Handover Day will be celebrated on 17th September with separate events being initiated in Kent.



(b) **Deed of Undertaking**

**RESOLVED** to affix the parish seal to the Deed of Undertaking, which shall be signed by the Chairman and witnessed by the Clerk of the Council.

198. **FIREWORKS**

It was **NOTED** that despite every endeavour it has not been possible to secure donations to cover the cost of staging the event this year.

Discussion took place and Members were advised of the Health and Safety Officer's concern at the large number of people attending the event last year and the Health and Safety implications of crowd control and the additional cost of providing extra toilet facilities.

Further discussion took place and it was **NOTED** that because it is a free event, a great number of non-Ditton residents are now attending the event and this is swelling numbers and causing traffic problems along Kilnbarn Road.

It was suggested that consideration be given to this becoming a bi-annual event with annual fundraising events taking place to cover the costs.

**RESOLVED** that the fireworks event will not take place this year.

**RESOLVED** an article be placed in the next Ditton Gazette explaining why the event will not go ahead this year.

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The Chairman adjourned the meeting to enable the public to address the Council.

**ADJOURNMENT**

Mr & Mrs Dunster advised the Council of their concern at the condition and lack of maintenance of the verges in Ditton.

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199. **BEST KEPT GARDEN COMPETITION**

Details of winners were **READ** and **NOTED**. The presentation to the winners will be held in the Kilnbarn Club on 1<sup>st</sup> September 2008 commencing at 7.00pm.

Cllr. Mulcuck suggested that the format be changed next year and councillors be asked to volunteer to judge gardens. This will prevent a recurrence of the problem experienced this year where a councillor did not judge their area and someone had to judge it at the last minute.

200. **REPORT OF VISIT TO RANG-DU-FLIERS FOR BASTILLE DAY**

It was reported that the visit went well and the usual superb hospitality was enjoyed by all.

201. **DITTON GAZETTE**

The Autumn edition will go to press on 15<sup>th</sup> September 2008. Members are asked to forward items for inclusion to the Clerk or email them direct to Cllr. Brine.

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

There were no matters arising.

203. **CLOSURE**

The meeting closed at 8.52pm.

Chairman  
1<sup>st</sup> September 2008