

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 7th JULY 2008.

PRESENT: CLLRS. M J PORTER [Chairman], J A BEADLE [Vice-Chairman], R ANGEL, R G W BAKER, MRS A R BEADLE, M D BRINE, W CORDWELL, M LANDER, A R MULCUCK, D H NUNN, B D STONE, MRS A THROSSELL, MRS J F THWAITES
MRS S J KAVANAGH [Clerk of the Council] & MRS N GREENAWAY [Admin. Asst.]

129. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

130. **APOLOGIES FOR ABSENCE**

Apologies were received from Neighbourhood Police Officers Roddick and Dalton.

131. **DECLARATIONS OF INTERESTS**

Cllrs. Mrs Throssell and Mrs Thwaites declared a personal interest in item 135(b) 'Cherry Orchard Neighbourhood Watch' as they both live in Cherry Orchard. Cllr. Mulcuck also declared a personal interest in this item, as the applicant is a fellow member of Ditton Bowls Club.

Cllr. Mulcuck declared a personal interest in item 136(e) 'Notice of Increase in photocopy charges', as he is a member of a local club that uses the Council's photocopying services.

132. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 2ND JUNE 2008**

The minutes of the meeting held on 2nd June 2008 were **CONFIRMED** and **SIGNED**.

133. **MATTERS ARISING**

134. **MINUTES OF MEETINGS HELD DURING JUNE 2008**

(a) **For Confirmation**

- (i) COMMUNITY CENTRE COMMITTEE, 9TH JUNE 2008

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

- (ii) PLANNING COMMITTEE, 16TH JUNE 2008

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



(iii) OPEN SPACES & AMENITIES COMMITTEE - 16th JUNE 2008

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

Cllr. Mulcuck reminded Members that judging of the gardens for this year's Best Kept Garden Competition should be undertaken by 18th July 2008 and nominations forwarded to the committee clerk by that date..

(iv) PERSONNEL COMMITTEE, 30TH JUNE 2008

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

(b) **For Noting**(i) TWINNING COMMITTEE 5TH JUNE 2008

The above minutes were **READ** and **NOTED**.

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

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

T&M Parish Partnership Panel:	<u>Minutes of meeting held 29th May 2008</u>
T&M Crime Prevention Panel:	<u>Agenda for meeting to be held 7th July 2008</u> <u>Minutes of meeting held 21st April 2008</u>
T&M Standards Committee:	<u>Agenda for meeting to be held 2nd July 2008</u> <u>Minutes of meeting held 27th May 2008</u>
Ditton Twinning Assoc:	<u>Letter of thanks re donation</u>
Liz Short:	<u>Letter of thanks</u>
The Rev'd Priscilla Payne:	<u>Letter of Thanks</u>
Action with Communities in Rural: Kent	<u>Rural News No:87 May 08</u>
Dept for Business Enterprise &: Regulatory Reform	<u>Low Carbon Buildings Programme</u>
Kent Assoc of Local Councils:	<u>Parish News, Issue no 332 - 24th May 2008</u> <u>Agenda for meeting to be held Thursday 19th June 2008</u>
Computers 4 Africa:	<u>Request for donations of unused computer equipment</u>
CommuniCorp:	<u>Local Councils Update, Issue 104</u>
KCC:	<u>Library Service Aylesford & Mobile Library Service</u>

- Press Publishing: 'Clerks & Council's Direct – July 2008, issue 58
- NALC: LCR News – Volume 60 No. 2, July 2008
- (b) **For Decision**
- Local Works: Guide to the Sustainable Communities Act
Information was **READ** and **NOTED**.
- T&MBC: Leisure & Arts Strategy 2008 – 2013
Cllr. Mulcuck agreed to peruse this document and draft comments for approval at the next meeting.
- KALC: Chairmanship Training Day – 17th July 2008
READ and **NOTED** Members have already received this training.
- Councillors Information Day – 26th July 2008
READ and **NOTED**. Cllr. Beadle will advise the Clerk if he is able to attend.
- Cherry Orchard Neighbourhood Watch: Request for photocopying of correspondence for members of the scheme
An enquiry from the scheme co-ordinator, asking if this Council is able to copy the scheme correspondence for its members up to three times a year, was **READ** and **NOTED**.
- RESOLVED** to accede to this request and advise the co-ordinator that the charge for this service would be 6p per copy.
- Loic Flory: Kent Downs AONB Management Plan – your views
Members were advised that they can view this document at www.kentdowns.org.uk/Management. Any comments Members wish to make on the document can be forwarded to Clerk for submission, or alternatively Members can submit their views directly on-line.

136. **FINANCE**

(a) **Accounts Received**

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

Allotment Holder:	Replacement Track & Allotment Key		14.00
Ditton Bowls Club:	Water Charges	37.38	
	Annual Lease Fee	<u>71.51</u>	108.89
Diton Infants School:	Grounds Maintenance		455.46
Ditton Minors FC:	Water Charges NRRG	14.50	
	Pitch Marking NRRG	<u>63.00</u>	77.50

Ditton Petanque Club:	Piste Fee & Food Prep	104.96
Holtwood Rangers FC:	Football Pitch Fees 2008/09	319.00
Multi Sports:	Income	552.50
CEF:	Reimbursement (Invoice Paid Twice)	46.00

~~(b)~~ _____~~(e)~~ _____~~(d)~~(b) **Accounts For Payment**

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

Salaries:	Gross: 152415.40	Net: 11005.06
DPC Imprest A/C:	June Reimbursement	704.71*
Kent County Council:	Superannuation Subscriptions – June 2008	TBA
Aquaid [Kent]:	Environmental Charges & Water	37.05
	Vat <u>6.48</u>	43.53
Astra Security Systems:	3 x keys for top track gate	26.55
	Vat <u>4.65</u>	31.20
Cobra Insurance Brokers:	Additional Items to Policy OSA	187.26
	Addition of Trailer	<u>30.74</u>
		218.00
Ernest Doe:	Ransome Jacobson Gang Mowers	10259.00
	Less Discount	<u>1559.00</u>
		8700.00
	Less Sale of old Gang Mowers	<u>-940.00</u>
		7760.00
	Vat <u>1522.50</u>	9282.50
Farmura Limited:	Filter for Sprayer	20.00
	Vat <u>3.51</u>	23.51
G Haffenden:	Allotment Skip (April 3yd)	130.00
	“ “ (June 2yd)	100.00
	Vat <u>40.25</u>	270.25
Kent County Council:	Ground Marking, Fencing Pins & Gloves	153.49
	Stationery	<u>27.10</u>
		180.59
	Vat <u>31.60</u>	212.19
MAB Groundscare:	Repairs to Toro & Ransome Superbowl	143.05
	Vat <u>25.04</u>	168.09
Maidstone & Tunbridge	Provision of Medical Report	50.00

Wells NHS Trust:

Mower Plant Services:	Spares for UN21 & UM356 Mowers	62.22	
		Vat <u>10.89</u>	73.11
Moreprint:	Polo Shirt & Logo – OSA	100.20	
		Vat <u>17.54</u>	117.74
Open Spaces Society:	Annual Subscriptions		30.00
Parker Merchanting:	Safety Boots and Safety Glasses	27.93	
	Helmets for Scaffold Course	34.00	
	Waterproof Clothing – Grounds staff	11.24	
	WD40, Grafisol, Spray Grease	<u>16.53</u>	
		89.70	
		Vat <u>15.70</u>	105.40
Parkfoot Garages Limited:	Vehicle Diesel	51.10	
		Vat <u>8.94</u>	60.04
Dean Pullinger:	Locking Playarea – June 2008		25.00
Sage:	Payroll Support to 5.7.2008	275.00	
		Vat <u>48.13</u>	323.13
N Saunders	Plants for War Memorial & Roundels		70.00
John Shaw [Machinery]	Toro Blade	52.90	
		Vat <u>9.26</u>	62.16
SSG Emprise:	Key Holder Service for Alarms	20.83	
		Vat <u>3.65</u>	24.48
Stream Nurseries:	Refilling 18 Hanging Baskets		180.00
Southern Water:	Waste Water		24.31
South East Water:	Ditton Bowls Club (to be reimbursed)		42.12
Three Towns Office Equipment Limited:	White Envelopes	38.94	
		Vat <u>6.81</u>	45.75
Travis Perkins:	Hire of Heavy Stump Grinder	105.00	
	Macadam repair, sadolin, sandpaper	111.14	
		Vat <u>37.83</u>	253.97
Watling Tyres:	350/+375/+400/-6 Tubeline TU (Toro)	12.00	
		Vat <u>2.10</u>	14.10

Breakdown of Expenditure from Imprest Account during June 2008Carried Forward 1st June 2008

1942.83

		66	
Add:	PC	Reimbursement	<u>557.17</u>
			2500.00

Deduct: June Expenses

Voucher Charge	3.25	
Postage Stamps	63.00	
Community Centre Expenses	188.99	
Bar Wages	15.40	
Flowers	20.00	
Gen. Petty Cash Reimbursements	122.89	
Bar Petty Cash Reimbursement	106.18	
Amusements for 28/6/08	<u>185.00</u>	<u>704.71*</u>
Balance		1795.29

*Sum to be drawn on 7th July 2008 to restore balance to £2500.00

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

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

01.05.08	WPA Health	573.48
01.05.08	02	29.13
01.05.08	Sky Business	306.68
06.05.08	RBOS PLC Mentor	365.17
08.05.08	Nildram	42.82
13.05.08	Post Office	70.27
20.05.08	S & N UK Ltd	5335.02
20.05.08	Tonbridge & Malling Borough Council	1143.00
20.05.08	Red Fuelcards	26.94
21.05.08	Euphony Communications	50.00
21.05.08	Waverley TBS	959.39
23.05.08	EBS Direct Debits	20.00
27.05.08	BOC Manchester Acc	235.00
28.05.08	Walkers Snacks	221.82
28.05.08	NW Business Card	122.66

(d) **Investment**

(i) STRATEGY 2008 – for approval

A draft investment strategy prepared by the Clerk, and which had been previously circulated, was **READ**. It was **NOTED** that Cllrs. Beadle and Nunn had previously perused this document and confirmed that it met the legal requirements and was in accordance with this Council's policy.

RESOLVED to **APPROVE** and **ADOPT** the strategy for financial year 2008/2009.

(ii) INCOME AND CAPITAL ACCOUNTS TO 15.6.2008

Cllr. Beadle presented the income and capital accounts and **NOTED** the increase in expendable income.

(e) **Notice of Increase to Photocopy Charges**

A communication from Kent Photocopy Services was **READ** and the 25% increase in copy charges **NOTED**. Discussion took place.

RESOLVED to increase this Council's charges for photocopying services to, 6p for A4 & 12p for A3 for local organisations and 12p for A4 & 24p for all others.

137. REPORTS FROM BOROUGH & COUNTY COUNCILLORS

Borough Cllr. Stone reported on the following matters:-

- Local Nature Reserve Designation – the legal requirements to delegate the power to this Council to declare the land at Ditton Court Quarry as a Local Nature Reserve has now been confirmed by the Borough Council. The delegated power will be ratified by the Borough Council this week.
- Woodlands Parade – the Borough Council is holding a meeting with Mr Kooner this week in an endeavour to progress the proposed enhancements. Cllr. Stone will attend the meeting and will report back to this Council.
- Tourist Information Leaflets – these will include details of the Heritage Days and will be widely circulated.

Co. Cllr. Rowe reported on the following matters:-

- Coldharbour Lane Gypsy Site - Cllr, Rowe has recently been notified that KCC are planning to relocate, expand and improve the site. Further details will follow in due course.
- Aylesford Static Library - is scheduled to close at the end of July, with vacation at the end of August, from the village hall site. A new revised mobile library schedule is being organised to reduce the impact BUT this will have implications for Ditton. The fortnightly Priory Grove stop will cease as from 23rd June. Ditton will be served by a fortnightly stop on Wednesdays 5.20pm - 5.40pm on Woodlands Road and New Road (Ditton Primary School) on the alternate Wednesdays.
- Joint Transportation Board - At the last held on 9th June the following matters concerned Ditton:-
 1. The section of Bellingham Way from College Road to entrance of ANL was formally adopted this year. ANL funded a TRO to extend plans to deter persistent overnight parking of HGV's. This has resulted in improved safety, an increase in traffic flows and decrease in litter.
 2. The following areas have been identified for Parking Plan and analysis:-
 - a) Priory Grove
 - b) Acorn Grove/junction with Woodlands Road
 - c) Bradbourne Lane/junction with A20
 - d) Cobdown Close/Orchard Grove
 - e) New Road/vicinity of school
 - f) Scott Close/junction with New Road
 - g) Fernleigh Rise

- Flyposting - In order to record and monitor the instances of flyposting, Parish Council Members are encouraged to report such matters to Kent Contact Centre on 08458 247 800.

This will ensure that details and actions are recorded and will enable KHS to gather information regarding the extent of the problem. Action can then follow.

- Parish Partnership Minutes – Minutes of the meeting held on 29.5.08 have now been sent out. The autumn meeting will be providing details of Cold Calling Controlled Zones. If Ditton is interested in setting one up the Council should indicate an interest as soon as possible.
- Issue 123 Inside Track - gives opportunities for applying for grant aid including Local Members Grants and Small Community Capital Projects Fund.
- Newsletter of Alzheimer`s Society – copy left with Clerk.

Members expressed concern that KCC has discontinued the mobile library stop in Priory Grove without consulting the residents or parish council. Cllr. Rowe explained that it had been assumed that Priory Grove was in Aylesford and would therefore have been included in the initial consultation, but this was not the case. He advised, however, that the residents have now been informed of the discontinuation of this service.

138. **REPORT FROM COMMUNITY POLICE/PARISH WARDEN**

PC's Roddick and Dalton had previously tendered their apologies for being unable to attend the meeting. PC Roddick's report on crime figures in Ditton were **READ** and **NOTED** as follows:-

- Total Crime during June 2008 = 18. This figures was broken down as;
- Criminal Damage – 4
- Vehicle Crime – 7
- Theft of a Motor vehicle = 1 (This has now been recovered)
- Theft From Motor Vehicle = 6 (All of which could have been avoided if people took their valuables out of their vehicles! – 4 of these were SATNAV's)
- Burglaries Total = 3
- Sheds/Garages = 2 (Flymo stolen from shed on 1, nothing stolen from the other)
- Dwelling =1 (window left open and computer stolen)
- Other Crime: 4

The crime figures for the same period last year = 11 and the previous months total crimes = 9

- Year on year since April, Ditton has an overall reduction in crime by 34.9% which equates to 22 less crimes.
- An article has been put in the latest edition of the Gazette which makes particular mention to the theft from vehicles and reminds people to remove valuables from sight.
- Laminated posters also going up around the estate in an effort to remind people.

139. **PLANNING MATTERS**

Cllr. Stone requested it be **NOTED** that his comments and decisions on planning applications at this meeting are a preliminary view and, in accordance with his Code of Conduct, he will look at

all applications afresh at Borough Council level and consider them solely on the basis of evidence placed before him at that meeting.

(a) **Plans Received for Comment**

TM/08/01669/FL	Demolition of existing conservatory and construction of replacement conservatory	36 Station Road
	RESOLVED NO OBJECTION	
TM/08/01772/RD	Details of contamination investigations submitted Pursuant to condition 5 of planning permission TM/08/00237/FL: change of use of ground floor (No.18) and two storey extension to rear to form 4 self-contained flats (RE-SUBMISSION)	16-18 New Road
	RESOLVED NO OBJECTION	
TM/08/01766/FL	Two storey rear extension.	65 Pear Tree Ave
	RESOLVED NO OBJECTION	
TM/08/01777/FL	New entrance gate, new fencing, extensions to form storage, new roof opening, new openings to front elevations and new door, Motor Vehicle Workshop is to be VOSA compliant for MOT testing	Unit 6 Larkfield Mill Bellingham Way
	RESOLVED NO OBJECTION	

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

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

TM/08/01389/TPOC	Removal of two sweet chestnut stumps covered by Tree Preservation Order Ditton No.2 1992 (ref.12-06.26)	8 Cedar Close <u>GRANTED WITH CONDITIONS</u>
TM/08/01203/FL	Amend condition 6 of planning consent TM/07/03375 for sale of alcohol – terminal hour 23.30. Closure of premises – terminal hour 00.00	42 New Road <u>GRANTED WITH CONDITIONS</u>
TM/08/01450/TPOC	Sweet chestnut (multi-stemmed) lift crown, reduce selected branches and balance	55 Primrose Drive <u>GRANTED WITH CONDITIONS</u>
TM/08/01539/FL	Two storey side extension	573 London Road <u>GRANTED WITH CONDITIONS</u>
TM/08/01374/FL	Ground floor extension to rear and garage to side	81 Priory Grove <u>GRANTED WITH CONDITONS</u>
TM/08/01384/FL	New chimney stack on north-east elevation	19 Scott Close <u>GRANTED WITH CONDITIONS</u>

(c) **'B' Lists**

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

08/23 - 09.06.2008; 08/24 - 16.06.2008; 08/25 - 23.06.08

(d) **Agenda, Notes & Minutes from TMBC Area 3 Planning Committee**

The above agenda, minutes and notes were **READ** and the following permissions **NOTED**:-

Bradbourne House – Removal of undergrowth from around trees north of the lake and removal of 5 American Blue Cedar trees.

Larkfield Priory Hotel – Change of use to residential/nursing home.

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

There were no matters arising.

141. **CLOSURE**

The Meeting closed at 8.35pm.

Chairman
4th August 2008