

**DITTON PARISH COUNCIL**

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 1ST SEPTEMBER 2008

PRESENT: CLLRS. M J PORTER (Chairman), J A BEADLE (Vice-Chairman), RGW BAKER, MRS A R BEADLE, M D BRINE, W CORDWELL (from 7.36pm), M LANDER, A R MULCUCK, D H NUNN, MRS A THROSSELL & MRS J F THWAITES.  
MRS S J KAVANAGH (Clerk of the Council) & MRS N GREENAWAY (Admin. Asst.)

204. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

205. **APOLOGIES**

Apologies were RECEIVED from Cllrs. Angel and Stone. The previously notified reasons for absence were **ACCEPTED** and **APPROVED**.

206. **DECLARATION OF INTERESTS**

There were no declarations of interest.

*The Chairman moved that the police report be taken next to enable the officer to return to his duties.*

207. **REPORT FROM NEIGHBOURHOOD POLICING TEAM**

PC Roddick reported on the following matters:-

- Crime figures - totalled 11 for the month of August. These figures were broken down as, 4 criminal damage, 2 thefts from vehicles, 1 shed burglary and 4 other crimes. This compared to 22 for the same period last year and 10 for the month of July. In this area over the last year there has been an overall reduction in crime of 32.7%.
- Operation cubit - was in operation last week and 3 (possibly 4) untaxed vehicles were removed from Ditton.
- Police article for Ditton Gazette - the article has concentrated on securing of sheds, as there has been an increase in this type of crime.
- Pear Tree Avenue - PC Roddick advised that there are problems with youths in Pear Tree Avenue again. They have been damaging cars and generally being anti-social. He enquired if it would be possible to have the top gate (adjacent to the petanque piste) closed during the evenings.
- CCTV - as the mobile CCTV has now been in New Road for some time, he would like to move it to another position and suggested a location in Pear Tree Avenue.

- Mini Motos - PCSO Lia Bishop caught another illegal rider last week.

Discussion took place on the problems being experienced in Pear Tree Avenue and the issue of locking the gate. It was agreed that it would be difficult to find someone who would be willing to undertake locking it during the evenings and unlocking it during the mornings and it was suggested that it be left locked for a set period of days/weeks.

**RESOLVED** to ascertain the legal position of closing the gate day and night for a set period and if it is legal to do so, then this be put into action.

**RESOLVED** the mobile CCTV be moved to a location in Pear Tree Avenue.

208. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 4<sup>th</sup> AUGUST 2008**

The minutes of the above meeting were **CONFIRMED** and **SIGNED**.

209. **MATTERS ARISING**

It was **NOTED** that Ditton Minors Football Club managers have advised that they would be willing to act as marshals at the fireworks evening if it goes ahead in the future.

**RESOLVED** to discuss the future of fireworks displays in the New Year.

210. **CORRESPONDENCE**

(a) **For Noting**

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

Ditton Twinning Association: Minutes of Meeting held 24/7/2008

Trafford Hall: Training Courses for Tenants & Community Volunteers

Rural Kent: 85<sup>th</sup> Annual Meeting 4/9/2008

'Oast to Coast', Summer 2008

ROSPA: 'Staying Alive', August 2008

Local Councils: 'Update' - August 2008, Issue 106

KALC: 'Parish News' – July 2008, Issue 333

Kenward Trust: 'New Life' – 40<sup>th</sup> Anniversary Issue

Wildlife Trust: 'Natural World', Summer 2008

Wildlife Events in Kent Oct 2008 – Jan 2009

Minutes of 49<sup>th</sup> AGM, 15/9/2007

50<sup>th</sup> AGM & Members Open Day, 13/9/2008

Annual Review 2007

'Wild Kent', Summer 2008

Tonbridge & Malling Crime  
Prevention Panel

Agenda for Meeting 15/9/2008 and Minutes of  
Meeting held 7/7/2008

(b) **For Decision**

Kent Highway Services:

Parish & Town Council Seminar, 14<sup>th</sup> October 2008  
Cllrs Beadle & Mrs Beadle agreed to attend.

Mayor's Assistant:

Invitation to Jazz Supper at Poult Wood, 3/10/2008  
Members were asked to notify the Clerk if they wished to attend.

Kent County Council:

KCC Annual Plan  
Cllr. Mulcuck agreed to peruse this document.

Mrs Norma Webb:

Horticulture Show  
It was **NOTED** that Mrs Webb and Mrs Farmer, who have been organising this event for several years, will be moving out of the area and therefore no longer able to continue to organise the show.

A letter of thanks and good wishes for the future has been sent to them.

It was **NOTED** that Mr Smith and Ditton Gardening Club have agreed to take over the organisation of this event.

NALC:

The Balance of Power: Central and Local Government –  
Roundtable Discussion Events  
**READ** and **NOTED** no-one is available to attend.

211. **FINANCE**

(a) **Accounts Received**

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

Ditton Open Show:	Reimbursement of unused funds	192.30
Barfield Farm:	Gazette Advert	35.00
D & F Carpenters:	Gazette Advert	28.00
Body & Sole:	Gazette Advert	35.00

Jim's Mowing:	Gazette Advert	70.00
Aylesford Pterodactyles:	Cricket Fees	372.00
Drive Right:	Gazette Advert	28.00
Maidstone Kia:	Gazette Advert	60.00
Castle Colts FC:	Pitch Fees 08/09	165.00
Ditton Guides:	Energy charge Reimbursement	9.55
Multi-Sport:	Hire Fees	196.00

(b) **Accounts for Payment**

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

Salaries:	Gross: £15152.73	Net:	11062.86
DPC Imprest A/C:	Reimbursement		385.94*
Kent County Council:	Superannuation – August 2008		3741.23
AquAid:	4 x Still Water	27.00	
		Vat <u>4.72</u>	31.72
B & S Chains:	Eyebolts & Links (Swings)	73.55	
		Vat <u>12.87</u>	86.42
Clive Stanley:	Webmaster Services May – Aug		363.00
Cobra Insurance Ltd:	Amendments to Policy	152.68	
	Insurance Premium Tax	<u>7.63</u>	160.31
Ditton Comm. Centre:	Hire of Hall – Hallowe'en Dance		270.00
EDF Energy:	Changing Rooms NRRG	32.71	
		Vat <u>1.64</u>	34.35
Emprise:	Keyholding & Alarm Response	20.83	
		Vat <u>3.65</u>	24.48
Kent Co. Council:	Internal Audit Fees – 5 <sup>th</sup> & 6 <sup>th</sup> Visit	520.00	
		Vat <u>91.00</u>	611.00
Kent Co. Council:	Tennis net, stationery, Line marker	349.13	
		Vat <u>61.10</u>	410.23
MAB Groundscare:	Parts for machinery	120.16	
		Vat <u>21.03</u>	141.19
Merryweather:	Repairs to Bench		30.00

Mower Plant:	Machinery Spare Parts	64.84	
		Vat <u>11.35</u>	76.19
Parkfoot Garage Ltd:	Vehicle Diesel	57.34	
		Vat <u>10.03</u>	67.37
Parker Merchating:	Permanent Line Marker, nails, gloves	40.59	
	Jacket	Vat <u>7.10</u>	47.69
Mr Pullinger:	Playground Locking		25.00
RBS Software:	Planning Software Maintenance	75.00	
		Vat <u>13.12</u>	88.12
R& D Club Supplies:	BKG Trophies & Engraving	76.28	
		Vat <u>13.35</u>	89.63
Record Press Ltd:	Repairs to safety surface	702.00	
		Vat <u>122.85</u>	824.85
Tonbridge & Malling BC:	Contribution towards Y2 Crew		500.00
Top 2 Bottom Ltd:	Emergency Repair to Outbuilding roof	150.00	
		Vat <u>26.25</u>	176.25
Travis Perkins:	Posts, Plywood, Brushes etc.	201.11	
		Vat <u>35.21</u>	236.32
Vaughtons:	Restraining Chain	17.65	
	Carriage	4.00	
		Vat <u>3.79</u>	25.44

#### **Ditton Parish Council Imprest Account - Breakdown of Expenditure during August 2008**

Carried Forward 1 <sup>st</sup> August 2008		1226.24
Add: PC Reimbursement		1273.76
Adjustment in Exchange Rate		<u>00.08</u> **
		2500.08
Deduct: August Expenses		
Voucher Charge	3.25	
Postage Stamps	63.00	
Community Centre Expenses	76.07	
OSA Expenses	25.00	
Bar Wages	96.99	
Bar Petty Cash Reimbursement	71.92	
Family Day Exp – Euros for flowers	33.86 **	
Bank Charges – Imprest - to be refunded	<u>15.93</u>	<u>386.02</u>
		2114.06
Balance		<u>385.94</u> *
		2500.00

\*Sum to be drawn on 1<sup>st</sup> September 2008 to restore balance to £2500.00

(c) **Direct Debits Paid During July 2008**

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

[i] **DITTON PARISH COUNCIL ACCOUNT**

01.07.2008	WPA Health	573.48
02.07.2008	02	31.69
02.07.2008	Sky Business	306.68
03.07.2008	RBOS PLC Mentor	365.17
09.07.2008	Nildram	42.82
14.07.2008	Public Works Loan Board	2,720.74
14.07.2008	Post Office Ltd	52.70
21.07.2008	BT Direct Debits	69.01
21.07.2008	Euphony	13.36
21.07.2008	S & N UK	8,219.34
21.07.2008	Tonbridge & Malling Borough Cncl	1,143.00
21.07.2008	Waverleys	1,303.13
21.07.2008	Red Fuelcards	58.99
22.07.2008	EBS Direct Debits	20.00
22.07.2008	EDF Energy	68.57
22.07.2008	Brit Gas Business	1,758.78
23.07.2008	Siemens Financial	564.00
25.07.2008	BOC Manchester	235.00
28.07.2008	EDF Energy 1 Ltd	4.06
28.07.2008	NW Business MC	1,400.47
30.07.2008	GBP Walkers Snacks	480.77

(d) **Financial Arrangements with Parish Councils**

(i) 2009/2010 ARRANGEMENTS

A communication, which had previously been circulated, detailing the proposed change to the method of applying annual increases to parish council allocations under the scheme was **READ** and this Council's response **NOTED**. A further communication from the Director of Finance, which was circulated at the meeting, was **READ** and the explanation regarding the proposal and this Council's proposed total allocation for 2009, was **NOTED**.

(ii) GRANT APPLICATIONS

Discussion took place on whether this Council should apply for a grant this year, bearing in mind that it would need to match at least half of the grant. It was suggested that consideration could be given to using some of the invested capital to match fund the grant.

**RESOLVED** to apply for a grant to install air conditioning in the Community Centre and the question of using capital be discussed at a future meeting.

(e) **Ditton Horticulture Show, Balance Sheet**

The balance sheet for the 2008 Show showed the following:-

<u>INCOME</u>		<u>EXPENDITURE</u>	
From Ditton Parish Council	330.00	Printing Costs	15.00
Entry Fees	37.80	Judge's Expenses	37.50
		Prize Money	123.00
		Balance Returned to DPC	92.30
	<u>367.80</u>		<u>367.80</u>

## 212. REPORTS FROM BOROUGH & COUNTY COUNCILLORS

Cllr. Rowe reported on the following matters:-

- Grants – Applications for small capital grants need to be received by the end of September as the Board will be meeting to make their decisions in October.
- Tonbridge & Malling Joint Local Board will meet at 7.30pm at Kings Hill on 2<sup>nd</sup> September 2008. The main item will be consideration of "Waste" collection and disposal. Everyone is invited.
- Tonbridge & Malling Joint Transportation Board meets on 8<sup>th</sup> September 2008 at 7.30pm at Kings Hill. Items affecting Ditton are:
  - (i) Bus priority works along A20 between Hermitage Lane and Coldharbour roundabout (cost £193k).
  - (ii) A20 London Road, Larkfield - provision of cycle lane from New Hythe Lane to Bell Lane Ditton. Project has been deferred due to cost being in excess of the budget allocation of £44K.
- Tonbridge & Malling Parish Partnership Panel will be held at 7.30pm on Thursday 11<sup>th</sup> September 2008. It is presumed this will also be held at Kings Hill and Cold Calling Controlled Zones should form part of the agenda, so would be of interest to members of Ditton Parish Council.
- Tonbridge Malling Youth Advisory Group is scheduled to meet at Hadlow Youth Club from 5.30pm on Monday 29<sup>th</sup> September 2008.

Cllr. Cordwell asked if there is any news on the progress of works at the Ford.

## 213. REPORT FROM NEIGHBOURHOOD POLICING TEAM

Dealt with earlier in the meeting.

## 214. PLANNING, HIGHWAYS AND TRANSPORTATION MATTERS

### (a) Plan Dealt with By Chairman & Clerk During Recess

The following application dealt with by the Clerk and Planning Chairman during the summer recess, was **READ**, **NOTED** and **APPROVED**:-

TM/08/01863/FL Second storey extension (bathroom addition). SUBMISSION OF REVISED ELEVATION PLANS 8 Bell Lane  
**RESOLVED APPROVED REVISED DETAILS SHOWING PITCHED ROOF**

(b) **Plans Received for Comment**

TM/08/02112/FL Retrospective planning application for Dormer window in garage 69 Primrose Drive  
**RESOLVED NO OBJECTION, SUBJECT TO THE GARAGE NOT BEING USED FOR RESIDENTIAL PURPOSES**

TM/08/02318/FL Construction of mezzanine floor Unit 9 420 New Hythe Bus. Park  
**RESOLVED NO OBJECTION**

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

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

TM/08/01722/RD	Details of contamination investigations submitted pursuant to condition 5 of TM/08/00237/FL: change of use of ground floor (No18) and two storey extension to rear to form 4 self contained flats (re-submission)	16-18 New Road <b><u>APPROVED</u></b>
TM/08/01766/FL	Part single, part two storey rear extension	65 Pear Tree Ave <b><u>GRANTED WITH CONDITIONS</u></b>
TM/08/01056/FL	Single storey rear extension	61 Bell Lane <b><u>GRANTED WITH CONDITIONS</u></b>
TM/08/01776/AT	2 no illuminated fascia signs & 1 no totem sign	Unit 6 Larkfield Mill <b><u>GRANTED WITH CONDITIONS</u></b>
TM/08/0863/FL	Second storey extension (bathroom addition)	8 Bell Lane <b><u>GRANTED WITH CONDITIONS</u></b>
TM/07/03648/RD	Details of contamination validation reports for plots 1 – 16 and 154 – 165 submitted pursuant to condition 5 of planning permission TM/03/03415/FL: erection of 370 dwellings including 30% affordable housing, with associated parking, landscaping and highways, following the demolition of the existing buildings	Former Frantschach Site <b><u>APPROVED</u></b>

- TM/07/04354/RD Details of contamination validation reports for plots 151 – 153 submitted pursuant to condition 5 of planning permission TM/03/03415/FL: erection of 370 dwellings including 30% affordable housing, with associated parking, landscaping and highways, following the demolition of the existing buildings  
Former Frantschach Site  
APPROVED
- TM/08/00173/RD Details of contamination validation reports for plots 301 – 310 submitted pursuant to condition 5 of planning permission TM/03/03415/FL: erection of 370 dwellings including 30% affordable housing, with associated parking, landscaping and highways, following the demolition of the existing buildings  
Former Frantschach Site  
APPROVED
- TM/07/04430/RD Details of contamination validation reports for plots 120 – 124 submitted pursuant to condition 5 of planning permission TM/03/03415/FL: erection of 370 dwellings including 30% affordable housing, with associated parking, landscaping and highways, following the demolition of the existing buildings  
Former Frantschach Site  
APPROVED
- TM/08/00091/RD Details of contamination validation reports for plots 118 – 119 submitted pursuant to condition 5 of planning permission TM/03/03415/FL: erection of 370 dwellings including 30% affordable housing, with associated parking, landscaping and highways, following the demolition of the existing buildings  
Former Frantschach Site  
APPROVED

(d) 'B' Lists

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

08/30 - 28.07.2008; 08/31 - 04.08.2008; 08/32 - 11.08.2008; 08/33 - 18.8.2008

(e) Notes, Agenda, Minutes Etc. of Area 3 Planning Sub-Committee

Cllr. Mulcuck advised that he has perused this document and there is nothing contained in the document that affects Ditton.

(f) **Kent County Council Draft Permit Scheme**

A communication from Kent Highways was **READ** and the last date for submitting comments **NOTED** as 19<sup>th</sup> September 2008.

(g) **Tonbridge & Malling Borough Council Planning Enforcement Investigations**

## (i) 24 St Peter's Road

Following an inspection, the Borough Council advise that it is apparent that no breach of planning control has occurred at the site as the property cannot be described as being untidy for the purposes of Section 215 of the Town and Country Planning Act. Therefore there is no enforcement action the Planning Authority can take.

## (ii) St Peter's Church, New Road

Following an inspection of the premises and of council records, the Borough Council advise that it is apparent that there may have been a breach of planning control at the site. The matter is subject to further investigation and an enforcement file has been opened and has been allocated to an officer.

(h) **A20 London Road, Coldharbour – Priority Bus Lane**

Details of Kent Highway's proposal to introduce a priority bus lane for use by local buses on the A20 London Road, Coldharbour was **READ** and **NOTED**. A copy of a strongly worded objection to the scheme sent to Kent Highways Contractors, Jacobs Engineering UK Ltd, from a Maidstone Borough Councillor was also **READ** and **NOTED**. Discussion took place and Members expressed their concern at the proposal which is totally unsuitable, will cause further problems at the Hermitage Lane junction, provide no real benefit to buses and is therefore a total waste of £193k.

**RESOLVED** to advise Kent Highways of this Council's comments to the proposal and endorse the comments of the Maidstone Borough Councillor.

(i) **Secretary of State's proposed changes to draft Regional Spatial Strategy for the South East of England**

Cllr. Mulcuck agreed to peruse this document and report back to the next meeting if appropriate.

(j) **Kent Community Rail Partnership – Passenger Survey Results**

This document was **READ** and will be available from the Clerk to any Member who wishes to peruse it.

215. **DRAFT MEETINGS TIMETABLE FOR 2009**

The draft timetable for 2009, which had previously been circulated, was **APPROVED**.

216. **REMEMBRANCE DAY**

Cllr. Mulcuck advised that he had submitted some dates for a meeting with the working party and requested permission to order the wreaths and PA system.

**RESOLVED** to accede to this request.

217. **DISPOSAL OF OLD PAYROLL RECORDS**

In accordance with the Data Protection Act and Statute of Limitations permanent staff payroll records prior to 1996 will be destroyed.

Payroll records for causal staff, none of whom qualify for entry into the superannuation scheme, will be destroyed in accordance with the Statute of Limitations.

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

Cllr. Mulcuck advised that he would be available to attend the KALC Annual meeting in October.

219. **CLOSURE**

The meeting closed at 8.30pm.

Chairman  
6<sup>th</sup> October 2008