

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 9th FEBRUARY 2009

PRESENT: CLLRS. M J PORTER [Chairman], J A BEADLE [Vice-Chairman], A R BEADLE, R ANGEL, M D BRINE, B CORDWELL, 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.]

470. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

471. **APOLOGIES**

Apologies were RECEIVED from Cllr. RGW Baker. The previously notified reason for absence was **APPROVED** and is recorded in the absence book ref 014.

472. **DECLARATION OF INTERESTS**

Cllr. Nunn declared a personal interest in item 481, Planning application for land north of 62 Pear Tree Avenue, as he lives in Pear Tree Avenue.

473. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 5th JANUARY 2009**

The minutes of the meeting held on 5th January 2009 were **READ, CONFIRMED** and **SIGNED**.

474. **MATTERS ARISING**

There were no matters arising not included elsewhere on the agenda.

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

475. **REPORT FROM NEIGHBOURHOOD POLICING TEAM/COMMUNITY WARDEN**

PCSO Robert Sayer introduced himself as the new officer for Ditton and in the absence of PC Roddick gave a report on the crime figures for Ditton over the past month.

The total crime during January was 17. It was NOTED that the increase this month is mainly due to a police operation in a neighbouring parish which unfortunately appeared to move the problems into adjoining parishes.



Two operations are currently running, one of which is a high visibility tasking force to reduce crime in high crime areas and the other is a vehicle patrol which includes a motorcycle team.

476. **MINUTES OF MEETINGS HELD DURING JANUARY 2009**

(a) **Community Centre Committee, 12th January 2009**

The minutes of the above meeting were presented by Cllr. Nunn and **READ, CONFIRMED** and **SIGNED** as a true record.

It was **NOTED** that only two members of the Community Centre Committee would be available for the meeting scheduled for Wednesday 11th February 2009 and therefore the meeting would not be quorate. Discussion took place.

RESOLVED to cancel the meeting on 11th February 2009 and reschedule it for Tuesday 17th April 2009 commencing at 2.00pm.

(b) **Planning Committee, 19th January 2009**

The minutes of the above meeting were presented by Cllr. Mulcuck and **READ, CONFIRMED** and **SIGNED** as a true record.

(c) **Open Spaces & Amenities Committee, 19th January 2009** - Herewith

The minutes of the above meeting were presented by Cllr. Mrs Thwaites and **READ, CONFIRMED** and **SIGNED** as a true record.

(i) **DITTON COURT QUARRY** [Page 234, Item 462(a)]

It was **NOTED** that the official opening of the quarry as a Local Nature Reserve will be held on Sunday 31st May 2009 at 11.30am.

RESOLVED the Clerk will write to the BBC and Meridian to ask if a presenter, with a local profile, would be available to officially open the quarry as a Local Nature Reserve.

Cllr. Mulcuck advised the Council that he would require a budget of approximately £500 to enable him to organise arena events for the Ditton Fete on Monday 4th May 2009.

Cllr. Lander suggested that the item on 'Fundraising for Fire Work Night' be changed to incorporate fundraising for all parish council events.

RESOLVED to approve the suggestion and Cllr. Mulcuck's request be dealt with by the fundraising committee when formed.

477. **CORRESPONDENCE**

(a) **For Noting**

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

Rural Kent:	<u>'Oast to Coast', Winter 2008 + encls</u>
Kenward Trust:	<u>'New Life', Winter Issue 2008</u>
Mrs Dearden:	<u>Letter of Thanks from the Pop-in-Club</u>
SLCC:	<u>'The Clerk', January 2009 – Vol41. No1</u>
Clerks & Councils:	<u>'Direct', January 2009 – Issue 61</u>
KAPC:	<u>Minutes of Meeting held 11/12/2008</u>
Jose Collette:	<u>New Year Wishes from Rang-du-Fliers</u>
T&MBC:	<u>Agenda – Standards Committee Meeting 28/1/2009</u>
	<u>Community Governance Review Consultation – Acknowledgement of receipt of comments</u>
	<u>Proposed Prohibition of Waiting Consultation – Acknowledgement of receipt of comments</u>
Nat West:	<u>'Mentor Business', Issue 13</u>

(b) **For Decision**

The Chairman requested that the following two additional items of correspondence be taken as they are date sensitive.

NALC:	<u>Leading Members' Networking Lunch</u> NOTED the cost is too prohibitive for a Member to attend.
Rural Kent:	<u>Kent Community Rail Partnership Stakeholder Meeting</u> NOTED no Member wished to attend.
“	<u>Parish Plans</u> A survey on parish plans was READ and NOTED and a response agreed.
Clive Stanley Associates:	<u>Webmaster Services</u> RESOLVED TO RENEW THE CONTRACT WITH THE WEBMASTER TO FOR A FURTHER 24 MONTH TERM.
St Peter's Church:	<u>Annual Contributions – Request for Increase</u> Discussion took place.

RESOLVED THAT THE PAROCHIAL CHURCH COUNCIL BE ADVISED THAT REGRETTABLY THE COUNCIL HAS ALREADY SET ITS BUDGETS FOR 2009/2010 AND THEREFORE THE COUNCIL CANNOT CONSIDER THEIR REQUEST AT THIS TIME. HOWEVER THIS WILL BE LOOKED AT NEXT YEAR.

Rural Kent: Parish Plan Information Events
NOTED no Member wished to attend.

478. **FINANCE**

(a) **Accounts Received**

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

Ditton Junior School:	Grounds Maintenance Fee Dec. 2008	351.05
Ditton Infants School:	Grounds Maintenance Fee Dec. 2008	112.64
Ditton Veterans FC.	Pitch Fees	25.00
Ditton Guides:	Reimbursement of Energy charges	26.68
	Gazette Advert	70.00
Hirers:	Multi Sport Users	339.45

(b) **Accounts For Payment**

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

Salaries:	Gross: £15675.69	Net: 11656.08
DPC Imprest A/C:	Reimbursement	479.07*
KCC Superannuation:	January 2008 Payment	3731.13
AquAid:	Still Water and Sanitization	50.48
	Vat <u>7.57</u>	58.05
Audit Commission:	2007/2008 Audit Fee	1950.00
	Vat <u>292.50</u>	2242.50
Ernest Doe & Sons Ltd:	Gang Mower Service & Parts	819.68
	Machinery parts	9.40
		829.08
	Vat <u>124.35</u>	953.43
Emprise:	Alarm Response Jan 09	20.83
	Vat <u>3.13</u>	23.96
Fields In Trust: (Formerly Nat. Playing Fields Assoc.)	Annual Subscription	35.00
G Haffenden:	Skip Hire	100.00
	Vat <u>15.00</u>	115.00

Hi Kent:	Conversor Educational Hearing Aid	1400.00	
		Vat <u>210.00</u>	1610.00
KAS:	Box 25 Slitting Discs		25.00
KentAra:	Corporate Membership		35.00
Kent County Council:	Vehicle Lease Fee 29/12/08 - 28/03/09	1071.00	
		Vat <u>160.65</u>	1231.65
Kent County Council:	Linemarking Powder & Pitch Marker	63.50	
		Vat <u>9.53</u>	73.03
Communicorp:	Subscription 'Local Councils Update'		65.00
Mower Plant:	Reduction Box Gasket & repairs to Hedge Cutter	23.84	
		Vat <u>3.58</u>	27.42
Netbox 5:	1 years warranty on server	159.00	
		Vat <u>23.85</u>	182.85
Nico Office Ltd:	Printer Consumables	92.79	
		Vat <u>13.92</u>	106.71
Parker Merchanting:	Gloves, Tape, Screen Wash etc.	93.37	
		Vat <u>14.01</u>	107.38
T Parker & Sons:	20kg Grass Seed Pro-80		473.76
Parkfoot Garage Ltd:	Diesel	70.62	
		Vat <u>10.59</u>	81.21
Mr Pullinger	Playarea Locking		25.00
Sisis Equipment Ltd:	Machine cables	42.21	
		Vat <u>6.33</u>	48.54
<u>Promotions Account</u>			
Val Miller:	Valentine Dance 14/2/2009		1100.00

(c) **Account Paid Between Meetings**

No accounts were required to be paid between meetings

IMPREST ACCOUNT – Reimbursement of January expenses

Carried Forward 1 st January 2009	782.06
Add: Raffle Reimbursement	
Add: PC Reimbursement	<u>1717.94</u>
	2500.00

Deduct: January Expenses		
Voucher Charge	3.25	
Stamps	63.00	
Road base Stone (top track KBRG)	40.25	
Raffle Tickets	41.88	
Petty Cash	83.69	
Flowers – Marilyn	20.00	
Part III Gaming Machine Licence	150.00	
Fencing Pullers & Ties	50.00	
Stamps	<u>27.00</u>	<u>479.07</u>
		2020.93
Sum to be drawn 2.1.2009 to restore Balance to £2500		<u>479.07*</u>
		2500.00

(d) **Direct Debits – Paid During December 2008**

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

[i] **DITTON PARISH COUNCIL ACCOUNT**

03.12.08	WPA	573.48	
03.12.08	RBOS Mentor	365.17	
03.12.08	O2	28.27	
03.12.08	EDF Energy	1115.61	
03.12.08	Sky Business	411.25	
04.12.08	Walkers Snacks	335.24	
08.12.08	Nildram	42.82	
15.12.08	Post Office Ltd	87.83	
18.12.08	Information Commissioners	35.00	(Data Protection Fee)
18.12.08	BT Direct Debits	50.15	
18.12.08	BT Direct Debits	50.15	
18.12.08	BT - Initial Payment	59.36	
22.12.08	S & N UK Ltd	9120.34	
22.12.08	T & M BC Business Rates	1143.00	
22.12.08	Waverley	583.96	
22.12.08	T & M BC	101.00	
23.12.08	Euphony Comms	11.56	
24.12.08	BOC Manchester	264.38	
29.12.08	BT Direct Debits	52.70	
29.12.08	BT Direct Debits	334.51	
29.12.08	Walkers Snacks	221.72	
29.12.08	EDF Energy	965.95	
29.12.08	NW Business MC	43.93	

(e) **Completion of Annual Audit for F/Y 2007/2008**

It was **NOTED** that the external audit for 2007/2008 has now been completed and on the basis of the review the Audit Commission have advised that in their opinion, the information contained in the annual return is in accordance with their requirements and no matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting their opinion were **READ** and **NOTED**.

(f) Proposed Audit Plan for 2009/2010

A copy of the proposed internal audit plan for 2009/2010 which had previously been circulated, was **READ** and **APPROVED**.

(g) Review of effectiveness of Internal Audit

A review of the effectiveness of the internal audit was undertaken and Members were satisfied that the Council's internal audits are effective.

(h) Investment

A report on this Council's investment, drafted by Cllr. Nunn and which had previously been circulated, was **READ** and **NOTED**.

(i) COMMUNICATION FROM UBS – MARKET OVERVIEW

A communication from UBS portfolio director, James Horniman, which included a market overview and had previously been circulated, was **READ** and it was **NOTED** that, in view of the upheaval in 2008, UBS will be offering clients a 50% discount on fees and commissions paid for the period April 2009 to April 2010.

(ii) COMMUNICATION FROM VESTRAWEALTH

A communication from Richard Wayne-Wynne, previously this Council's portfolio director at UBS, was **READ** and it was **NOTED** that he wished to arrange a meeting with the parish council with a view to transferring this council's investment to Vestrawealth.

RESOLVED that this council does not wish to move from UBS at this time and therefore decline the offer of a meeting.

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

County Cllr. Geoff Rowe reported on the following matters:-

- Parish Partnership Panel's next meeting is scheduled to be held on Thursday 26th February at 7.30pm at Kings Hill.
- The Tonbridge & Malling Joint Transportation Board is scheduled to meet Monday 9th March at 7.30pm at Kings Hill.
- Kent Freedom Pass - Information for Parents and Students, promised at the last meeting, have been sent out.
- Inside Track - The latest edition (Issue 136) which identifies funding available for Youth Activities (Page 8/Young People) and other helpful contacts has been sent out.

- Kent and Medway Citizens Panel – KCC and the Kent Messenger Group are seeking volunteers to join the panel to provide KCC and KMG with the feedback and opinions on any number of topics.
- Overflowing Dog Bins - A resident of Scott Close is concerned about an overflowing doggie bin at the entrance to the Close and has requested action as soon as possible.
- Kent Health Watch – is a service established by KCC in partnership with the NHS in Kent to help local residents express their views about health and social care in the county.
- Skate Park – the Unit 1 Skatepark, Laker Road, Wouldham will be offering a free indoor skateboarding and BMX session on Wednesday 31st March 2009 from 6.00pm. Any young person from Ditton is invited to attend. Further details can be obtained from Kathy on 01634 868168 or the website www.unit1skatepark.co.uk.

480. **REPORT FROM PARISH CONSTABLE/COMMUNITY POLICE**

Dealt with earlier in the meeting

481. **PLANNING MATTERS**

(a) Plans Received for Comment

TM/08/-3625/FL	Telephone engineering centre with separate Motor Transport Workshop (MOT Testing Centre) and Assoc. storage & parking areas AMENDEDED PLANS AMENDING THE PROPOSED BOUNDARY FENCE	Former Caradon Doors & Windows, Aylesford
	RESOLVED NO OBJECTION	
TM/08/03727/FL	Installation of 8no. silos, a water tank and silane tank and bunding	Unit 6, Larkfield Mill Bellingham Way
	RESOLVED NO OBJECTION	
TM/08/03519/FL	Four new lock-up Garages at the end of existing rank	Land north of 62 Pear Tree Avenue
	RESOLVED TO OBJECT AS A FURTHER FOUR GARAGES IN THIS AREA WOULD LEAD TO RESTRICTED ACCESS AND EGRESS TO THE EXISTING RESIDENT'S GARAGES. THIS IS A VERY NARROW ROAD AND THE ENTRANCE TO THE PRIMARY SCHOOL IS SITUATED BEFORE YOU TURN TOWARDS THE PROPOSED SITE, SO ADDITIONAL TRAFFIC IN THIS AREA WOULD BE BOTH DANGEROUS AND CAUSE MORE PARKING PROBLEMS. THE EXISTING GARAGES HAVE BEEN CAUSE FOR CONCERN TO THE LOCAL POLICE AS VANDALS REGULARLY USE THE ROOFS AS AN ESCAPE ROUTE FROM BEHIND THE SHOPS AT WOODLANDS PARADE, SO TO EXTEND THE GARAGES COULD INCREASE THE VANDAL PROBLEM.	

TM/09/00121/FL Proposed New Chiller
RESOLVED NO OBJECTION

Unit 1 Link 20
 Bellingham Way

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

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

TM/08/3656/CR3 Demolition of conservatory and construction
 of single storey extension and sun canopy
 KCC ref. TM/08/TEMP/0064

Ditton Infants School
NO OBJECTION

(c) **'B' Lists**

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

09.02 - 12.01.2008; 09/03 - 19.091.2009; 09/04 - 16.02.2009

(d) Agenda, Minutes & Notes of Area 3 Planning Committee

READ and **NOTED**:-

(e) Snodland Local Parking Plan – Draft Documents for Consultation

READ and **NOTED** this Council has no comment to make.

(f) Kent Highways Online Road Show, 20.2.2009

Information on the above road show was **READ** and **NOTED**.

RESOLVED either the Clerk or her assistant will attend this event.

482. **DISPOSAL OF HAZARDOUS WASTE**

Members were advised that two quotations, to remove two roofing panels as hazardous waste, have been received as follows:-

(a) £1306.00

(b) £212.00

RESOLVED to accept quotation (b) from AMS Management, who are the company which had previously undertaken an asbestos survey for the Council.

483. **ANNUAL PARISH MEETING, 27TH APRIL 2009**

(a) Format

RESOLVED the format for the Annual Parish Meeting will be the same as last year.

(b) Speaker/s

RESOLVED that Dr. Michelle Fountain, or one of the other Local Nature Reserve volunteers, be invited to give a talk on the project.

484. **DITTON GAZETTE – COPY DEADLINE**

Members were advised that the deadline for items for the Gazette is 17th March 2009.

485. **FUNDRAISING FOR FIREWORK NIGHT**

As agreed earlier in the meeting, any fundraising will be used to off set the costs of all parish council functions such as the Best Kept Garden Competition, Twinning, Christmas Lights Competition etc. and not just the firework night.

Discussion took place and the Chairman asked for volunteers to form a 'fundraising for parish events' committee. Cllrs. Lander, Brine and Mulcuck agreed to sit on this committee.

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

There were no matters arising.

487. **CLOSURE**

The meeting closed at 9.10pm.

Chairman
2nd March 2009