DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 2nd NOVEMBER 2009

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

Also in Attendance: Co. Cllr. Homewood, PCSO Sayer.

335. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

336. **APOLOGIES FOR ABSENCE**

Apologies were RECEIVED from Cllr. Brine. The previously notified reason for absence was **ACCEPTED** and **APPROVED** and is recorded in the absence book Ref. 48.

337. **DECLARATION OF INTERESTS**

Cllr. Stone declared a personal interest in item 346 as he is a member of the Tonbridge & Malling Borough Council Planning Committee. He requested it be **NOTED** that his comments and decisions on planning applications at this meeting are a preliminary view and, in accordance with the Code of Conduct, he will look at all applications afresh at Borough Council level.

Cllrs. Beadle, Mrs Beadle, Mulcuck, Porter and Mrs Throssell declared a personal interest in item 342(b) as they are members of the Twinning association.

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

338. **REPORTS FROM NEIGHBOURHOOD POLICING TEAM/COMMUNITY WARDEN**

PCSO Sayer reported on the following matters:-

- **Crime figures** for October totalled 9; 1 dwelling burglary with vehicle theft; 1 robbery with assault; 1 theft of mobile phone; 1 vehicle driven off without paying for fuel; 2 thefts from vehicles; 3 criminal damage.

- A Crime Reduction Event was held in Larkfield and purse chains, shed alarms etc. were given out.

- **Neighbourhood Task Team** have been active in Russett Close were suspicious activity has been reported.

Two Members of the Council raised parking issues with the officer.

339. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 5th OCTOBER 2009**

The minutes of the meeting held on 5th October 2009 were **CONFIRMED** and **SIGNED** subject to amendment to item 285 'Casual Vacancy' as follows:-

Change date of election from12th October 2009 to 12th November 2009.

340. **MATTERS ARISING**

Cllr. Beadle reported that he had attended the 1st day of the KIG inquiry at the Ramada Hotel and advised that it was so well attended that the room could not accommodate all of those present. They had to postpone the meeting temporarily to enable loud speakers to be set up in another area for those people who could not get in. Cllr. Beadle also advised that the objections were very well presented.

341. **MINUTES OF MEETINGS HELD DURING OCTOBER 2009**

(a) Community Centre Committee, 12th October 2009 - Circulated

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

RECOMMENDATIONS:

(i) OAKEN HALL WEDDING 26TH SEPTEMBER 2009 [Page 146, Item 304(b)

Discussion took place on the problems incurred at the above wedding and why the Police were not called.

RESOLVED to invoke all recommendations set out in the minutes plus the following additional conditions:-

- Numbers not to exceed 250 persons
- Plastic glasses to be used and no bottles passed over the bar
- Arras fencing installed from the Infant School boundary along the grass verge to protect residents fences

Cllr. Beadle agreed to inform all caretaking staff of the new conditions and their duty to ensure they are adhered and also their duty to call the police as soon as they feel a function is starting to get out of hand.

(ii) FORMAT OF DANCES IN 2010

Discussion took place on the suggestions put forward with regard to the Valentine and Hallowe'en dances.

RESOLVED to hold a Valentine's dance as usual in 2010 and not a St Patrick's Night celebration.

RESOLVED that a cabaret supper dance featuring The Abba Girls be held in October instead of a Hallowe'en dance.

(b) Planning, Highways & Transportation Committee, 19th October 2009

Cllr. Beadle presented the above minutes which were **CONFIRMED** and **SIGNED**.

The Clerk confirmed that the re-phasing of the traffic lights at Ditton Corner has been implemented to allow more cars to exit from New Road during the closure of Bradbourne Lane.

(c) Open Spaces & Amenities Committee, 19th October 2009

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

Discussion took place on the increase to be applied to allotment rents for 2009/2010.

RESOLVED that a percentage increase be applied to allotment rents, which is in line with other parish facility increases.

(d) Personnel Committee, 26th October 2009

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

Cllr. Mrs Beadle advised that a 'talk shop' meeting will be held shortly with members of the administrative staff to discuss the reorganisation of the office structure.

342. **CORRESPONDENCE**

(a) For Noting

Local Councils:	Update – October 2009, Issue 120
Rural Kent:	'Oast to Coast', Autumn 2009 with Encls.
	Annual Summary, 2008-2009
Tonbridge & Malling Borough Cncl:	Campaign to Tackle Crime & Anti-Social Behaviour
	Summary of Accounts 2008/2009
Heart Of Kent Hospice:	'Reflections', Autumn 2009
NatWest:	'Mentor Legal Update' – Issue 24, September 2009
	Monthly Update, October 3009
Mayor of T&MBC:	Invitation to Christmas Warm Up at Ightham Mote
Tonbridge & Malling Crime Prevention Panel:	Minutes of Meeting held 21st September 2009
CPRE:	'Kent Voice, Autumn 2009 + encls.

(b) For Decision

Tonbridge & Malling Borough Cncl:	Agenda for Parish Partnership Meeting 5th November 2009 **NOTED** Cllr. Stone will be attending

Mr R Barnes: Leybourne Grange Riding Centre for the Disabled:	Invitation to 17th Anniversary and Christmas Nativity & Blessing 11th December 2009 **NOTED** that Cllr. & Mrs Nunn will attend.
KALC:	Invitation to 62nd AGM 14th November 2009 **NOTED** that Cllr. Mulcuck will attend.
Kent County Council:	Mobile Libraries Proposals to make mobile libraries more efficient and economic were **READ** and **NOTED**.
Ditton Twinning Association:	Funding A request to draw funding from the Family Day funds held in the Charities account, to purchase gifts for Father Christmas to give to children at the Twinning Association Christmas Fayre, was **READ** and **NOTED**.

RESOLVED TO ACCEDE TO THE REQUEST.

343. **FINANCE**

(a) Accounts Received

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

Allbars:	Set up charges	1318.90
Alliance Insurance:	Reimbursement Damaged Fence – Quarry	565.00
DAMARA:	Photocopies:	51.36
Ditton Infant School:	Grounds Maintenance	116.15
Ditton Junior School:	Grounds Maintenance	354.20
Ditton Minors FC:	Line Marking & Energy Charges – NRRG	203.10
Environment Agency:	Refund – Waste	48.00
Ditton Gazette:	Advertisements	138.00
Multi Sports:	Income	394.00
Petanque Club:	Food	59.45

(b) Accounts for Payment

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

Salaries:	Gross:	15871.94	Net:	11879.94
Kent County Council:	Superannuation – October 2009			3721.94
Imprest Account:	Reimbursement			1104.60

AquAid:	Drinking Water & Sanitization		36.98	
		Vat	5.55	42.53
Cobra Insurance:	Computer, GPA & Agriculture Vehicles		11371.62	
	Insurance renewal inc. IPT	Vat	52.63	11424.25
Ditton Electrical:	Checking Lights in Multi Sports		70.00	
		Vat	10.50	80.50
Ernest Doe & Sons:	Parts for Ransome Gang Mowers		46.41	
		Vat	6.92	53.33
Kent County Council:	Vehicle Hire to 28.12.09		1071.00	
		Vat	160.65	1231.65
Kent County Council:	Stationery, Line Marking Materials &		169.66	
	Refuse Sacks	Vat	25.46	195.12
Parker Merchanting:	Vinyl Gloves		13.42	
		Vat	2.02	15.44
Popi:	16 Page Gazette			1895.00
Mr D Pullinger:	Locking Play Area – October 2009			25.00
Trevor May:	Basket ball line marking		135.00	
		Vat	20.25	155.25
S G World:	Printing Parish Council Cheques		216.00	
		Vat	32.40	248.40
Emprise Services PLC:	Key Holder – Alarm System		20.83	
		Vat	3.13	23.96

IMPREST ACCOUNT – Reimbursement of October expenditure

Brought forward 1st October 2009		943.97
Add: PC Reimbursement		1556.03
Reimbursement of Band Expenses Halloween		625.00
		3125.00
Deduct October Expenses:		
Voucher Charge	3.25	
Bike Stands –Kilnbarn Club	76.00	
Refuse Carrying Fee	152.00	
Bar Petty Cash	66.26	
PC Petty Cash	67.95	
Raffle Prize Reimbursement	406.14	
Power of Wellbeing Fee	15.00	
Halloween Band	625.00	
Emergency Casual Caretaking Wages	133.71	
Postage Stamps	69.00	
Playground Locking	25.00	
Costco Membership	41.30	
Shirts for Caretaking Staff	48.99	1729.60
		1104.60*
		1395.40
		2500.00

* Sum to be drawn on 2nd November 2009 to return the balance to £2500.00

(c) Cheque Drawn between Meetings

No cheques were drawn between meetings.

(d) Direct Debits - Paid During September 2009

The following direct debits paid during September 2009 were **READ** and **NOTED**.:-

01.09.2009	WPA	608.51
01.09.2009	Mentor RBS PLC	365.17
01.09.2009	02	20.90
03.09.2009	Sky Business	450.80
07.09.2009	Nildram	41.91
14.09.2009	Post Office Ltd	90.51
17.09.2009	BT Direct Debits	51.30
17.09.2009	"	51.42
17.09.2009	"	54.32
21.09.2009	Euphony Communications	17.73
21.09.2009	S & N UK	5,480.35
21.09.2009	Tonbridge & Malling BC	1,200.00
21.09.2009	Waverleys	78.12
21.09.2009	Red Fuel Cards	127.72
21.09.2009	Tonbridge & Malling BC	74.00
22.09.2009	EBS Direct Debits	20.00
22.09.2009	Investec Asset	259.44
25.09.2009	BOC Manchester	264.50
28.09.2009	BT Direct Debits	51.80
28.09.2009	"	301.89
28.09.2009	Walkers Snacks	179.63
28.09.2009	EDF Energy 1 Ltd	340.94
28.09.2009	Business Card	29.99
30.09.2009	O2	22.76

(e) Investment – Transfer of Funds

NOTED the transfer of funds from UBS Wealth Management (UK) Ltd to UBS AG will take place on 6th December 2009.

(f) Seasonal Donations

RESOLVED that a seasonal donation of £250.00 be made to Age Concern under the Local Government Act 1972 Section 142.

RESOLVED that seasonal donations be made under the Local Government Act 1972 Section 137 as follows:-

£200.00 to Ditton Infants School
£200.00 to Ditton Junior School
£125.00 to Ditton Pop-in-Club

(g) Hallowe'en Dance – Balance Sheet

The balance sheet for the Hallowe'en Dance held on 31st October 2009 showed a profit in ticket sales of £744.04 and a profit of £119.68 in raffle ticket sales. The profit from the sale of raffle tickets will be placed in the Charities account and used for local charitable purposes.

344. REPORTS FROM BOROUGH & COUNTY COUNCILLORS

County Councillor Homewood reported on the following items:-

- Mobile Libraries – suggestions to improve efficiency and reduce costs
- Funding Applications – they are currently being processed
- Crossing/Refuge on A20 near the Drill Hall – the application has gone in and it will now be down to Kent Highways to decide whether they will accept this for funding.

Borough and Parish Councillor Stone reported on the following matters:-

- Gypsy Site, Coldharbour – T&MBC put in an application for 10 -11 pitches on the site but this was turned down by KCC who wanted 20 pitches. T&MBC rejected the KCC's proposal.
- Planning Applications – the length of time permitted to start works on an approved application was reduced some time ago from 5 years to three years but this has now been increased to 4 ½ years. After that time the application becomes void.
- Continuous River Medway Walk – the cost of the proposed redevelopment work to provide a continuous path along the River Medway from Tonbridge to Rochester will cost £1,000 per metre which would result in a total cost of £500,000. Currently there is only £40,000 in the budget to carry out this work.
- Staff Sharing – T&MBC are sharing staff with other borough councils in an endeavour to reduce costs.
- T&MBC Audit – the Borough Council received a satisfied opinion.
- T&MBC Pay Award – Borough Council staff have been awarded a 2% cost of living increase.
- T&MBC Grants – No grants will be given to Parish Councils during 2010/2011.
- Kentish Quarryman – their application for extended hours has been refused.
- Planning Application for 6m Light Column with Luminaire at 429-431 London Road – the application has been refused.
- KCC Handyman Scheme – this will provide help for those people in most need of assistance.

345. REPORT FROM NEIGHBOURHOOD POLICING TEAM/COMMUNITY WARDEN

This item was dealt with earlier in the meeting under Minute No. 338

346. PLANNING, HIGHWAYS AND TRANSPORTATION MATTERS

(a) Plans Received for Comment

TM/09/02555/FL	Single storey lounge/kitchen/garage extension (RESUBMISSION OF TM/06/00291/FL)	43 Acorn Grove
RESOLVED	**NO OBJECTION**	

TM/09/02249/FL	Single Storey rear extension	82 Fernleigh Rise

RESOLVED NO OBJECTION

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

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

TM/09/01733/AT	2 x freestanding non-illuminated Advertisements (Signs B & C)	429-431 London Road **GRANTED WITH CONDITIONS**
TM/09/01733/AT	2 x freestanding non-illuminated advertisements (Signs A & D)	429-431 London Road **REFUSED**
TM/09/00452/FL	Erection of 6m light column with luminaire	429-431 London Road **REFUSED**

(c) 'B' Lists

The following 'B' Lists circulated at the meeting were **READ** and **NOTED**:-

09/41 - 12.10.2009 and 09/42 - 19.10.2009

(d) Agenda, Minutes, Notes etc. of Area 3 Sub-Committee – If available

The above document had not been received.

(e) Probity in Planning - Awarness Session for Parish Councils

An invitation from T&MBC to attend an awareness session on 25th November 2009 was **READ** and **NOTED. FURTHER NOTED** Cllr. Mulcuck will attend.

(f) Preliminary Consultation – Proposals for Prohibition of Waiting (Parking Action Plan – Phase 5) – Ditton

Further information from Kent Highways was **READ** and it was **NOTED** that it conflicts with previous information.

347. **POWER OF WELL BEING**

It was reported that the Parish Council has now met the prescribed conditions to be eligible to use the Power of Well Being.

RESOLVED Ditton Parish Council confirms it has met the prescribed conditions to be eligible to excercise the Power of Well-Being, until its ordinary elections in 2011, subject to having regard to any statutory guidance issued by the Secretary of State under section 3(5) Local Government Act 2000

348. **DITTON MAY DAY FETE**

RESOLVED to defer a decision on going ahead with the fete until the next meeting of the Parish Council, to enable the Fete Committee to meet and review progress with local organisations.

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349. **DITTON REMEMBRANCE DAY SERVICES**

NOTED the final details are in hand, although the service sheets are awaited from the Church.

350. **DITTON GAZETTE**

(a) Letters of Complaint

A letter of complaint received from St Peter's Pre-School, regarding the Council's promise to put their article, which was left out of two previous editions, on the front page of the Autumn Gazette and which was not honoured, was **READ** and **NOTED**.

(b) Christmas Edition

A letter was **READ** advising of The Rev'd Ross Terranova's concern that, despite several requests, he is not being given the opportunity to proof read the Church articles before they are published in the Ditton Gazette.

Discussion took place and it was agreed that future editions of the Gazette cannot be sent to print without being fully proof read and all council decisions implemented.

RESOLVED that in future all editions of the Gazette must be proof read by two councillors, the Church information proof read by the Rev'd Ross Terranova and all alterations confirmed before they are sent to print.

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

There were no matters arising.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50 the Chairman moved that due to the confidential nature of the next item the Press and Public be excluded from the meeting.

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352. **CONFIDENTIAL MEMORANDUM BOOK**

(a) Spinal Point Increases and Staff Salaries 2010/2011 Ref. CM 349

Discussion took place and Cllr. Cordwell **PROPOSED** that Confidential Memorandum CM349 be **CONFIRMED** and **SIGNED**. This was **SECONDED** by Cllr. Beadle. Voting resulted in 7 in **FAVOUR** and 3 **ABSTENTIONS.**

Details of Spinal point increases for two members of staff, together with staff salaries for 2010/2011 are set out in the Confidential Memorandum Book Ref. CM 349.

Members were advised that National Joint Council for Local Government Services have at last reached agreement on the pay scales for 2009/2010. The agreed increase is 1% which is backdated to 1st April 2009.

(b) Tonbridge & Malling Borough Council's Restructuring Programme

Cllr. Stone gave a report on the Borough Council's restructuring programme.

353. **CLOSURE**

The meeting closed at 9.30pm.

Chairman
7th December 2009