

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 3rd AUGUST 2009

PRESENT: CLLRS. M J PORTER [Chairman], J A BEADLE [Vice-Chairman], RGW BAKER, MRS A R BEADLE, M BRINE, B CORDWELL, A R MULCUCK, D H NUNN, B D STONE, MRS A THROSSELL and, MRS J F THWAITES
MRS S J KAVANAGH [Clerk of the Council], MRS N GREENAWAY [Admin, Asst].
Co. CLLR PETER HOMEWOOD, BOROUGH CLLR MRS C GRANT & PC RODDICK

195. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

196. **APOLOGIES**

Apologies were RECEIVED from Cllr Angel. The previously notified reason for absence was **ACCEPTED** and **APPROVED** and recorded in the absence book Ref. 38.

197. **DECLARATION OF CASUAL VACANCY**

The Chairman **READ** a letter from Cllr Lander and it was **NOTED** that he had resigned from the Parish Council and relinquished his membership of the Kiln Barn Club.

RESOLVED a casual vacancy be declared.

198. **DECLARATION OF INTERESTS**

Cllr. Stone declared a personal interest in item 207 Planning Matters and 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 and consider them solely on the basis of evidence placed before him at that meeting.

Cllr. Stone also declared a personal interest in item 214 as the Guide Headquarters is housed in part of the Cedar Room and he is related to the Guide Leader.

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

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

PC Matt Roddick **REPORTED** the crime figures for Ditton for last month as follows:-

Total Crime 8: 2 criminal damage, 3 burglaries, 3 other



The previous months crime figures totalled 9. Over the same period last year the total crime figures were 10

PC Roddick advised that a resident is hoping to organise a neighbourhood watch scheme in Scott Close after one of the above mentioned burglaries took place in Scott Close.

CCTV: PC Roddick advised that the camera was now available to be re-sited but there is a delay caused by a change in contractor for moving the cameras on behalf of the Police. It is currently EDF but will be taken over by Ringway.

Cllr Stone said he had seen a camera being moved by EDF on Friday. PC Roddick said he would check on the current situation for moving cameras

Cllr Nunn asked if the Police were aware of the proposed change in opening hours at the Kentish Quarryman. PC Roddick advised that the Police Licensing Officer was aware and he would report back any information to the next meeting.

Cllr Mulcuck advised that 2 sometimes 3 white vans were parking in New Road just down from the junction with St Peter's Road blocking the sight line for vehicles exiting St Peter's Road. PC Roddick said he would look into this.

200. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 6th JULY 2009**

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

201. **MATTERS ARISING**

There were no matters arising.

202. **MINUTES OF MEETINGS HELD DURING JULY 2009**

(a) **For Confirmation & Signing**

(i) PLANNING COMMITTEE, 15TH JULY 2009

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

(ii) OPEN SPACES & AMENITIES COMMITTEE, 15TH JULY 2009

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

Recommendation [Page 77, item 169(a)(i)] – 'Ditton Court Quarry – Land on License'

RESOLVED to **RATIFY** the RECOMMENDATION to contact Tarmac to ask if they would consider donating the land owned by them to the Parish Council to be included as part of the Nature Reserve.

(iii) EXTRAORDINARY MEETING OF THE PARISH COUNCIL, 15TH JULY 2009

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

(iv) COMMUNITY CENTRE COMMITTEE, 20TH JULY 2009

The above minutes were presented by Cllr. Beadle and **CONFIRMED** as a correct record subject to one amendment Page 83, Item 180(b) change wording from “hostess trolley” to “commercial warming cabinet”.

(v) FINANCE AND ADMINISTRATION COMMITTEE, 27TH JULY 2009

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

(b) **For Noting**

(i) DITTON TWINNING ASSOCIATION, 23RD JULY 2009

READ and **NOTED**.

203. **CORRESPONDENCE**

(a) **For Noting**

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

Action with Communities in Rural Kent:	<u>Invitation to 86th AGM - 1st September 2009</u>
	<u>Community Grants Leaflet</u>
Coast to Coast:	<u>Summer Issue</u>
Ditton Village Show:	<u>Results from Show - 25th July 2009</u>
English Heritage Rural Housing Assoc:	<u>Newsletter Summer 2009</u>
Sue Kavanagh:	<u>Letter of thanks for flowers</u>
Kent Assoc of Local Councils:	<u>Minutes of 18th June 2009 Meeting</u>
Kent County Council:	<u>Data Base for Guided Walks</u>
	<u>Kent Free Trees Scheme</u>
	<u>My Kent Highways On-Line</u>
Landscape Matter:	<u>Kent Newsletter 2nd July 2009</u>
Local Councils:	<u>Update Issue 117</u>

Local Works:
Stronger

NALC:

2009 NALC Leadership Academy

Report form the Chief Executive

Peoples Trust:

Spring Edition

St Peters Church:

Letter of thanks – 28th June 2009

Society of Local Council Clerks:

July 2009 Edition

Tonbridge & Malling Community Safety
Partnership:

Newsletter Summer Edition

(b) **For Decision**

Chubb Electronic Security:

Quotation for changes to Bar Alarm System

It was **NOTED** that these changes to the Bar Alarm System were necessary for the Franchisee and his staff to gain access to their area. **FURTHER NOTED** that the Franchisee will meet the cost of the work.

RESOLVED TO ACCEPT THE QUOTATION.

BT Local Business:

Quotation for Additional Phone in Oaken Hall Bar
READ and **NOTED**.

Quotation for above and to include new Telephone System

READ and **NOTED** that this would be a greatly improved system for a small quarterly increase, which will be met by the Franchisee.

RESOLVED TO ACCEPT THIS QUOTATION.

204. **FINANCE**

(a) **Accounts Received**

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

Cast Colts FC:	Pitch Fees 2009/10	181.00
Ditton Bowls Club:	Photocopies	8.76
Ditton Gazette:	Payment for Advertisements	312.00
Ditton Infants School:	Grounds Maintenance	116.15
Ditton Junior School:	Grounds Maintenance	354.20

Multi Sports:	Income		188.00
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(b) **Accounts for Payment**

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

Salaries:	Gross: 15703.93	Net:	11774.74
Kent County Council:	Superannuation		3825.42
DPC Imprest	Account: July Reimbursement		1774.72
Astra Security:	Replacement Padlock for Allotments	48.30	
		Vat <u>7.25</u>	55.55
Aquaid [Kent]:	Water and Rental of Water Cooler	122.73	
		Vat <u>18.42</u>	141.16
Ditton Parish Council:	Hire of Hall 31 st October 2009		300.00
EDF Energy:	Cedar Room, Mess Room, Garages & Multi Sports	276.82	
		Vat <u>13.84</u>	290.66
Emprise Services plc:	Key Holder – OSA	20.83	
		Vat <u>3.13</u>	23.96
Fairline Distribution:	Surge Protector & Trunking – Parish Office	36.71	
		Vat <u>5.51</u>	42.22
Kent County Council:	Vehicle Lease Fee to 28/09/09	1071.00	
		Vat <u>160.65</u>	1231.65
Kent County Council:	Internal Audit Work Carried 24 th June 2009	260.00	
		Vat <u>39.00</u>	299.00
Mr Pullinger:	Playarea Locking – July		25.00
Sage [UK] Limited:	Payslips & Envelopes	66.00	
		Vat <u>9.90</u>	75.90
Travis Perkins:	Hooks, Paint Brushes & Wire	22.57	
		Vat <u>3.39</u>	25.96
Trident Trailers Limited:	Full Service & Welding Corner to Tipping Trailer	223.20	
		Vat <u>33.48</u>	256.69

(c) **Cheques Drawn Between Meetings**

There were no payments made between Meetings

Brought forward 1 st July 2009		666.27
Add: PC Reimbursement		<u>1833.73</u>
		2500.00
<u>Deduct July Expenses:</u>		
Voucher Charge	3.25	
Bastille Expenses	58.00	
Bar Petty Cash	83.03	
Repairs to Chain of Office	20.00	
Deposit Refund	500.00	
PC Petty Cash	74.54	
Flowers	45.00	
Bar Stock	206.90	
Gaming Machine Float	360.00	
Postage Stamps	69.00	
Best Kept Garden Judge – Expenses	40.00	
Horticulture Show – Float	<u>315.00</u>	1774.72*
	Balance	<u>725.28</u>
		2500.00

* Sum to be drawn on 3rd August 2009 to return the balance to £2500.00

(d) Direct Debits Paid During June 2009

01.06.09	WPA Health Care	608.51
03.06.09	O2	21.05
03.06.09	Sky Business	402.50
04.06.09	Mentor RBOS	365.17
12.06.09	Nildram	41.91
16.06.09	Post Office Ltd	90.51
17.06.09	BT Direct Debits	51.30
17.06.09	BT Direct Debits	51.42
17.06.09	BT Direct Debits	59.89
20.06.09	Red Fuel Cards	70.05
20.06.09	Euphony Comm. Ltd	18.18
20.06.09	S&N UK Ltd	11327.19
20.06.09	Tonbridge & Malling BC	1200.00
22.06.09	Tonbridge & Malling BC	74.00
23.06.09	Waverleys TBS	965.80
24.06.09	EBS Direct Debits	20.00
25.06.09	BOC Manchester	264.50
25.06.09	EDF Energy – Gas	537.09
27.06.09	Walkers Snacks	438.71
29.06.09	BT Direct Debit	54.05
29.06.09	BT Direct Debit	344.12

(e) Accounts for Payment – Community Centre

BBp Plumbing:	Repairs to Blocked Toilet - Oaken Hall Ladies Toilet		
Chubb Fire Limited:	Service to Fire Alarms	135.75	
		Vat <u>20.36</u>	156.11
Cube Plumbing & Heating:	Replacing Gents Toilet Siphon – Oaken Hall Gents Toilet	39.13	
		Vat <u>5.87</u>	45.00
Initial Washrooms Solutions:	Towel Rental – August 2009	62.54	
		Vat <u>9.38</u>	71.92
Kent County Appliances:	Checked Bearing on Washing Machine & Checked oven in Don Carman Hall	59.00	
		Vat <u>8.85</u>	67.85
Nisbets plc:	Dessert Bowls for Oaken Hall	143.82	
		Vat <u>21.57</u>	165.39
Parkers Merchanting:	Hazard Tape, Duct Tape & Paint	7.04	
		Vat <u>1.06</u>	8.10
Uniserve Security Limited:	SIA Doorman – 18 th July 2009	64.12	
		Vat <u>9.62</u>	73.76

Deposit Refunds

Oaken Hall	Don Carman Hall
23.07.09 £50.00	24.07.09 £50.00
25.07.09 £90.00	

* Subject to inspection

(f) **Accounts for Payment - Bar**

Emprise Services plc: Key Holder – July 2009		20.83	
		Vat <u>3.13</u>	23.96
Adrian Mecklenburgh:	Post Mix Syrup	135.00	
		Vat <u>20.25</u>	155.25
Silver Springs:	Soft Drinks	46.89	
		Vat <u>7.03</u>	53.92

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

Co Cllr Peter Homewood thanked the Clerk for her letter asking if he would support the refurbishment of the War Memorial. He said that he had fond memories of the Ditton War Memorial and would be happy to support this project with his Member's Grant, subject to the appropriate conditions being met.

Cllr Homewood also reminded Members that he has £25,000.00 available for parishes in his ward to use for highway improvements – this could be something like a speed indicator or paying for a team to clear an unsightly area. Cllr Stone suggested an item be placed on the

next Planning Highways and Transportation Agenda to enable member's time to consider suitable projects.

Borough Cllr Barry Stone, **REPORTED** on the following items:

- HGV lorries being mis-directed down St Peter's Road and Bradbourne Lane by Sat Nav systems – it is hoped that such roads will be flagged as "Unsuitable for HGVs" in the near future.
- At a previous meeting concerns were expressed at proposed sites for Travellers in the Borough. TMBC currently have two sites for the Travelling Community and Showmen one at Coldharbour and the other at Windmill Lane. It is hoped to redevelop Coldharbour to provide more and improved facilities.
- KCC and TMBC have agreed that the preferred location for an amenity site in the Borough would be Allington.
- Woodlands Parade – TMBC have issued an enforcement notice to the owner to improve the steps and railings. An Environmental Health Officer had visited the site and found evidence of rats but not a severe infestation. A street cleansing team are go 'blitz' the area in two weeks and give it a thorough tidy up.

Borough Cllr Mrs Carol Grant **REPORTED** on the following items:-

- Bell Lane – also a problem area for HGVs being wrongly directed by Sat Nav systems.
- Next Parish Partnership Panel Meeting is to take place on Thursday 10th September – agenda items required by Wednesday 12th August.

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

This item was dealt with earlier in the meeting [Page 92, item 199]

207. **PLANNING MATTERS**

(a) **Plans Received for Comment**

TM/09/00452/FL	Erection of 6m high light column with luminare. New site area and additional details.	429-430 London Rd
RESOLVED	THIS COUNCIL OBJECTS TO THIS APPLICATION ON THE GROUNDS PREVIOUSLY STATED THAT AN ADDITIONAL LIGHTING COLUMN WOULD BE UNNECESSARY IN THIS LOCATION AS THERE SHOULD BE ADEQUATE LIGHTING FROM THE EXISTING STREET LIGHTS. AN ADDITIONAL LIGHT MAY CAUSE LIGHT POLLUTION TO NEIGHBOURING PROPERTIES. THIS COUNCIL ALSO SUPPORTS THE COMMENTS MADE BY THE NEIGHBOURING RESIDENTS	

TM/09/01762/FL Variation of condition 6 of planning permission
 TM/07/03375/FL (conversion from club to Public
 House – external and internal alterations) to amend
 opening hours to 10.00am to 00.30am Sunday
 to Thursday and 10.00am to 01.30am on Friday
 Saturdays. Kentish Quarryman
 42 New Road

RESOLVED THIS COUNCIL STRONGLY OBJECTS TO THIS APPLICATION ON THE SAME GROUNDS THAT IT DID TO A PREVIOUS APPLICATION TO EXTEND THE OPENING HOURS BECAUSE AT A MEETING BETWEEN SHEPHERD NEAME, THE PARISH COUNCIL, LOCAL POLICE AND LOCAL RESIDENTS, SHEPHERD NEAME SAID THAT THEY WOULD ONLY APPLY FOR THE PREMISES TO HAVE THE SAME OPENING HOURS AS THE FORMER WORKING MEN'S CLUB WHICH WAS TO CLOSE AT 11.30PM (LAST ORDERS 11.00PM) - THIS APPLICATION IS ASKING TO CLOSE AT 00.30AM SUNDAY TO THURSDAY AND 01.30AM ON FRIDAYS AND SATURDAYS. THIS COUNCIL CONSIDERS THIS TOO LATE FOR A RESIDENTIAL AREA. THE PREVIOUS EXTENSION TO THE OPENING HOURS STATED THAT THE PREMISES MUST CLOSE NO LATER THAN 00.00 ON ANY DAY IN THE INTERESTS OF THE AMENITIES OF NEARBY PROPERTIES AND THIS COUNCIL CANNOT SEE THAT ANYTHING HAS CHANGED TO WARRANT EXTENDED OPENING HOURS

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

TM/09/01211/LB	To reinstate No1 and No2 Sheldon Court as two dwellings as per planning permission TM/05/00282/LB	1 Sheldon Court <u>GRANTED LISTED BUILDING CONSENT</u>
TM/09/01209/FL	To reinstate No1 and No2 Sheldon Court as two dwellings as per planning permission TM/05/00282/LB	1 Sheldon Court <u>GRANTED PERMISSION</u>
TM/09/00985/FL	Extension to kitchen/lounge and single storey garage	18 Woodlands Road <u>GRANTED SUBJECT TO CONDITIONS</u>

(c) **'B' Lists**

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

09/27 - 07.07.2009; 09/28 - 13.07.2009; 09/29 - 20.07.2009

(d) **Agenda/Minutes/Notes/etc. of Area 3 Planning Sub-Committee**

It was **NOTED** that there were no Agenda, Minutes or Notes available.

(e) **KIG Revised Application** – Communication from Joint Parishes Group

RESOLVED to support the objections to the KIG.

208. **BEST KEPT GARDEN COMPETITION**

It was **NOTED** that the 10 finalists have been selected and that the presentation would take place in the Kiln Barn Club on Monday 7th September at 7.00pm, prior to the Council Meeting.

Cllr Mulcuck asked if Councillors could be more vigilant when making their nominations as there were a couple of addresses given that should not have been included but some nearby that should have been, this could have been because the wrong house number had been written down.

ADJOURNMENT

Mr and Mrs Apps, attended to express concern at the amount of HGV lorries using Kiln Barn Road and New Road. Cllr Barry Stone said he would investigate this and get in touch with Mr & Mrs Apps. Members thanked Mr & Mrs Apps for bring this matter to the Council’s attention and they thanked the Council for listening.

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

Cllr Beadle **REPORTED** that he and Cllr Mrs Beadle had attended this event with members of the Twinning Association and that they had received superb hospitality and entertainment and a good time was had by all.

210. **DITTON GAZETTE** – Autumn Edition

Dates for the Autumn Edition were **NOTED** as follows:-

- Copy to Editor by 14th September
- To be sent to Printers by 21st September
- Edition printed and given to church for delivery by Sunday 27th September.

Cllr Brine advised he will liaise with Rev Terranova on the distribution. He also advised that he equired more copy for this edition. Borough Councillors Barry Stone and Carol Grant will each do a column, Cllr Beadle will liaise with Eileen Jones about an article on the Bastille Day celebrations.

211. **EMERGENCY PLAN**

(a) **Council Representatives**

RESOLVED Cllrs Mrs Throssell and Mulcuck will sit on this Committee.

It was **NOTED** that Cllrs Mrs Throssell, Mulcuck and the Clerk will attend a training session on 3rd October.

(b) Date of First Meeting

The Clerk will arrange a meeting for a date in September.

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

There were no matters arising.

 The Chairman moved that in view of the confidential nature of the following items, the press and public be excluded from the meeting in accordance with Standing Orders 27 and 50.

213. **CONFIDENTIAL MEMORANDUM BOOK**

Confidential Memorandum Ref. 346 and Ref. 347 were **READ, CONFIRMED** and **SIGNED**.

214. **REPORT ON CEDAR ROOM**

Cllr. Mrs Beadle reminded Members that following a report from a structural engineer, requested by the Borough Council’s building control surveyor, quotations have been supplied to carry out the urgent remedial work required to enable continued use of the building from September. It was **NOTED** that the cost of repairing the building was similar to the cost of demolition but if the building was demolished alternative accommodation would need to be found for the Grounds Staff, the Guides & Brownies and storage.

Mrs Beadle **REPORTED** that the Council had been approached by an organisation that may be able to assist with the refurbishment of the Cedar Room. Details are contained in the Confidential Memorandum Book Ref. 348.

PROPOSED by Cllr. Mulcuck that, in principle, a 10 year lease be granted to the organisation with an option to renew the lease every five years thereafter. There was no **SECONDER** to the proposal which therefore fell.

PROPOSED by Cllr. Cordwell that, in principle, a 10 year lease be granted to the organisation subject to the Guides, Brownies and grounds staff accommodation being retained. This was **SECONDED** by Cllr. Nunn and **CARRIED** by 9 votes in FAVOUR, 2 AGAINST.

RESOLVED that full liaison with this Council must be maintained by this organisation throughout the entire project, the grant application, drawings and final design approved by this Council before being submitted.

215. **CLOSURE**

The meeting closed at 9.20pm.

Chairman

7th September 2009