

**DITTON PARISH COUNCIL**

**MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 6<sup>th</sup> FEBRUARY 2006**

PRESENT: CLLRS. M J PORTER [Vice-Chairman], R G W BAKER, MRS J E DESAVE, J E DESAVE, A R MULCUCK, MRS M MULCUCK  
MRS S J KAVANAGH [Clerk of the Council] & MRS N GREENAWAY [Admin. Asst].

499. **OPENING OF MEETING**

In the absence of the Chairman, the Vice-Chairman opened the meeting at 7.30pm.

500. **APOLOGIES**

Apologies previously notified were **RECEIVED** and **ACCEPTED** from Cllrs. Mrs A Beadle, J Beadle, J D Day, Mrs A Throssell & Mrs J F Thwaites.

501. **DECLARATION OF INTERESTS**

There were no declarations of interest.

502. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 4<sup>th</sup> JANUARY 2006**

The minutes of the Parish Council meeting held on 4<sup>th</sup> January 2006, as circulated, were **CONFIRMED** and **SIGNED**.

503. **MATTERS ARISING**

There were no matters arising.

504. **CONFIRMATION & SIGNING OF MINUTES OF EXTRAORDINARY PARISH COUNCIL MEETING HELD 16<sup>TH</sup> JANUARY 2006**

The minutes of the Extraordinary Parish Council meeting held on 16<sup>th</sup> January 2006, as circulated, were **CONFIRMED** and **SIGNED**.

505. **MATTERS ARISING**

There were no matters arising.

506. **MINUTES OF MEETINGS HELD DURING JANUARY 2006**

(a) **Community Centre Committee, 9<sup>th</sup> January 2006**

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

(b) **Finance & Administration Committee, 16<sup>th</sup> January 2006**

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

(c) **Planning Committee, 23<sup>RD</sup> January 2006**

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

(d) **Open Spaces & Amenities Committee, 23<sup>RD</sup> January 2006** - Herewith

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

(i) **LOCK ON BARRIER ALONG TOP TRACK** [Page 374, Item 494(a)]

Members were advised that the Bowls Club were unhappy with the suggestion of a security lock with keys, which members would have to pay a £5.00 deposit for. They felt that if the lock was damaged again they would have to pay another deposit for new keys.

The Administrative Assistant advised that the type of lock proposed can be replaced without the need to replace keys, so members of the bowls club would only need to purchase keys once.

Discussion took place and Members were reminded that the barrier must be kept locked in accordance with the planning conditions, therefore it will be necessary to purchase a secure lock as soon as possible.

**RESOLVED** to purchase the lock as suggested and the Bowls Club asked how many keys they require and a charge of £5 per key be invoiced to the club.

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

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

|  |   |
|--|---|
| Kent Wildlife Trust:                   | <b><u>'Wildlife Matters'</u></b>  |
| ROSPA:                                 | <b><u>'Staying Alive', Winter 2006</u></b>                              |
| Pop-in-Club (Mrs Dearden):             | <b><u>Letter of Thanks</u></b>  |
| Mrs S Sparks:                          | <b><u>Letter of Thanks from Heart of Kent Hospice</u></b>               |
| Nationwide:                            | <b><u>Awards for Voluntary Endeavour</u></b>                            |
| Kent Can:                              | <b><u>Notice of Representation Workshop/Conference</u></b>              |
| Action with Communities in Rural Kent: | <b><u>Invitation to Join</u></b>  |
| Ton & Malling Borough Cncl:            | <b><u>Standards Committee</u></b>                                       |
|  | <b><u>Borough Councillor Visits to Parish Council meetings 2006</u></b> |

|                        |  |
|------------------------|--|
| Kent County Council:   | <b><u>Recycle for Kent</u></b>   |
| Kent Highway Services: | <b><u>Parish Council Liaison</u></b>   |
| Clerks & Councils:     | <b><u>'Direct', January 2006 – Issue 34</u></b>  |
| KAPC:                  | <b><u>Minutes of T &amp; M Area Committee meeting held 8/12/2005</u></b>   |
| NHS:                   | <b><u>Newsletter, Issue 2 December 2005</u></b>  |
| Gullands:              | <b><u>'News' Issue 5</u></b>   |
| Kent Police:           | <b><u>Appointment of Chief Superintendent Area Commanders and Deputies</u></b>   |
| St Peters PCC:         | <b><u>Yorkstone Footpath Leading to Church Gate</u></b><br>(Copy of communication sent to Borough Cllr. Porter by PCC Secretary) |

**RESOLVED** TO WRITE TO THE BOROUGH COUNCIL ADVISING THAT THE COUNCIL IS UNHAPPY THAT IT IS NOT BEING INCLUDED IN ANY COMMUNICATIONS REGARDING THIS MATTER AND THAT THEY WISH TO BE INCLUDED IN ANY DECISION REGARDING AN ALTERNATIVE SURFACE AT THIS LOCATION.

(b) **For Decision**

|                             |  |
|-----------------------------|--|
| Ton & Malling Borough Cncl: | <b><u>Diversion of Footpath MR100, New Road, Ditton, Informal Consultation</u></b><br>Information previously circulated was <b>READ</b> and <b>NOTED</b> . |
|-----------------------------|--|

**RESOLVED** THIS COUNCIL HAS NO OBJECTION TO THE DIVERSION

**Fourth Week Contribution to 2006 Summer Playscheme**

**RESOLVED** TO FUND THE FOURTH WEEK OF THE SUMMER 2006 PLAYScheme

**Heritage Open Days 2006**

CLLR MULCUCK ADVISED THAT THEY HAVE NOMINATED DITTON HERITAGE CENTRE

Office of the Deputy Prime  
Minister:

**Standards of Conduct in English Local Government - The Future**

CLLR MULCUCK AGREED TO PERUSE THIS DOCUMENT AND DRAFT COMMENTS IF APPROPRIATE

|                            |  |
|----------------------------|--|
| Action with Communities in | <b><u>Kent Village of the Year</u></b> |
|----------------------------|--|

Rural Kent:

**RESOLVED** NOT TO ENTER THIS YEAR AS IT REQUIRES MOST OF THE INPUT TO BE BY ORGANISATIONS AND RESIDENTS.

**The Chairman adjourned the Meeting to enable Mr Stanley, to address the Council.**

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**ADJOURNMENT**

Clive Stanley, the Council's webmaster, attended to answer questions relating to the website.

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The meeting was reconvened.

Clive Stanley Associates:

**Webmaster Services**

It was **NOTED** that the current contract expires at the end of February 2006.

**RESOLVED** TO RENEW THE CONTRACT UNDER THE SAME TERMS AND COSTS FOR A FURTHER YEAR.

Maidstone Weald NHS:

**Commissioning a Patient-LED NHS**

A Copy of Mrs Day's draft response, previously circulated was **READ** and **NOTED**.

**RESOLVED** TO ADOPT THE RESPONSE AND THANK MRS DAY FOR HER VALUABLE ASSISTANCE.

508. **FINANCE**

(a) **Accounts Received**

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

|                       |                     |        |
|-----------------------|---------------------|--------|
| Multi Sports Users:   | Income              | 444.50 |
| Laminating & Copying: | Income              | 12.00  |
| Ditton Junior School: | Grounds Maintenance | 731.78 |
| Ditton Vets FC        | Food Preparation    | 5.00   |
| Warmlake Bathrooms:   | Gazette Ads         | 120.00 |

(b) **Accounts For Payment**

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

|                  |                  |         |
|------------------|------------------|---------|
| Salaries:        | Gross: £13951.72 | Net:    |
| 10431.63         |                  |         |
| DPC Imprest A/C: | Reimbursement    | 5183.33 |

|                          |  |                   |         |
|--------------------------|--|-------------------|---------|
| KCC Superannuation:      | January 2006 Payment   |                   | 2369.55 |
| AquAid [Kent]:           | 12/12/05 – Water   | 12.50             |         |
|                          |  | Vat <u>2.19</u>   | 14.69   |
| Chubb Fire Limited:      | Supply & Fit Redcare to Alarms                                 | 149.00            |         |
|                          | Connect Redcare  | <u>365.00</u>     |         |
|                          |  | 514.00            |         |
|                          |  | Vat <u>89.96</u>  | 603.96  |
| Ditton Community Centre: | Hire of Hall Valentines Dance 11/2/06                          |                   | 258.00  |
| Ditton Electrical:       | Changing Light Switch/Mess Rm                                  | 269.96            |         |
|                          |  | Vat <u>47.24</u>  | 317.20  |
| EDF Energy:              | Fixed Energy Charges   | 65.30             |         |
|                          | Street Lighting  | Vat <u>3.27</u>   | 68.57   |
| Glasdon UK Limited:      | Trimline Bin   | 48.37             |         |
|                          |  | Vat <u>8.46</u>   | 56.83   |
| Mrs N Greenaway:         | Call Out -Restart Heating<br>30/12/05                          |                   | 10.00   |
| Kent County Council:     | Vehicle Lease 29/12/05 to<br>28/3/06                           | 1071.00           |         |
|                          |  | Vat <u>187.43</u> | 1258.43 |
| Kent County Council:     | Pitch Marker & Stationery                                      | 135.44            |         |
|                          |  | Vat <u>23.71</u>  | 159.15  |
| Land Technics Limited:   | Gear Oil & Grease Nipple Kit                                   | 38.16             |         |
|                          |  | Vat <u>3.82</u>   | 41.98   |
| Mower Plant Services:    | Honda Generator, Service to Hedge<br>Cutter & Honda Spares     | 353.53            |         |
|                          |  | Vat <u>61.87</u>  | 415.40  |
| Nico Office Limited:     | Toner for Hewlett Packard Printer                              | 75.89             |         |
|                          | Toner for Minolta Printer                                      | <u>77.85</u>      |         |
|                          |  | 153.74            |         |
|                          |  | Vat <u>26.90</u>  | 180.64  |
| Parker Merchanting:      | Pliers, Boiler Suite, Gas Torch,<br>Latex Gloves & Silver Tape | 89.24             |         |
|                          |  | Vat <u>15.62</u>  | 104.86  |
| Parkfoot Garage Ltd:     | Vehicle Diesel   | 40.43             |         |
|                          |  | Vat <u>7.07</u>   | 47.50   |
| Mr D Pullinger:          | Locking Play Area at Weekends                                  |                   | 25.00   |
| RBS Accounting:          | Consultancy – 7 <sup>th</sup> December 2005                    | 295.00            |         |
|                          |  | Vat <u>51.62</u>  | 346.62  |
| Seeboard Energy:         | Cedar Rooms  | 207.99            |         |
|                          | Changing Rooms NRRG  | <u>21.70</u>      |         |
|                          |  | 229.69            |         |
|                          |  | Vat <u>11.49</u>  | 241.18  |
| John Shaw:               | Replacement Belts – Toro                                       | 231.89            |         |
|                          |  | Vat <u>40.58</u>  | 272.47  |

|                                  |                               |                  |       |
|----------------------------------|-------------------------------|------------------|-------|
| Southern Water:                  | Toilet Block NRRG             |                  | 20.32 |
| Three Towns Office<br>Equipment: | Stationery                    | 13.78            |       |
|                                  |                               | Vat <u>2.41</u>  | 16.19 |
| Travis Perkins:                  | New Padlock , Hose & Brackets | 67.17            |       |
|                                  |                               | Vat <u>10.17</u> | 71.88 |
| Trident Trailer:                 | Plugs, Light Tester & Bulbs   | 23.20            |       |
|                                  |                               | Vat <u>4.06</u>  | 27.26 |

**Imprest Account – Breakdown of Expenditure during January 2006**

|  |              |                        |  |
|--|--------------|------------------------|--|
| Carried Forward 1 <sup>st</sup> January 2006     |              | 185.22                 |  |
| Add: PC reimbursement                            |              | <u>5814.78</u>         |  |
|  |              | 6000.00                |  |
| Deduct: January Expenses                         |              |                        |  |
| Voucher Charge                                   | 3.25         |                        |  |
| Inland Revenue                                   | 4955.19      |                        |  |
| Post Office                                      | 102.00       |                        |  |
| Petty Cash                                       | 75.39        |                        |  |
| Framing PC Photograph                            | 10.00        |                        |  |
| Locking Play Area                                | <u>37.50</u> | <u>5183.33</u>         |  |
|  |              | 816.67                 |  |
| Sum to be drawn on 6 <sup>th</sup> February 2006 |              | <b><u>5183.33*</u></b> |  |
|  | BALANCE      | <u>6000.00</u>         |  |

\*Sum required to restore balance to £6000

(c) **Promotions Account**

|                                 |  |         |
|---------------------------------|--|---------|
| Schools Entertainment Services: | Phil Dando Big Band for Valentines Dance | 1800.00 |
|---------------------------------|--|---------|

(d) **Direct Debits – Paid During December 2005**

The following Direct Debits were **READ, NOTED** and **APPROVED**:-

[i] **DITTON PARISH COUNCIL ACCOUNT**

|          |                           |                             |
|----------|---------------------------|-----------------------------|
| 01.12.05 | 02                        | 18.08                       |
| 06.12.05 | WPA                       | 380.15                      |
| 02.12.05 | RBS (Mentor)              | 284.34                      |
| 08.12.05 | Nildram (Broadband)       | 42.82                       |
| 08.12.05 | Information Commissioners | 35.00 (Data Protection Fee) |
| 20.12.05 | Pace Petroleum            | 24.00                       |
| 22.12.05 | Nat West Bank Line        | 56.25                       |
| 22.12.05 | EBS Direct Debits         | 40.00                       |
| 28.12.05 | Euphony                   | 21.00                       |
| 20.12.05 | Nat West Business Card    | 143.06                      |

[ii] **DITTON COMMUNITY CENTRE BAR ACCOUNT**

|          |                            |          |
|----------|----------------------------|----------|
| 01.12.05 | Sky Business Centre:       | 246.75   |
| 12.12.05 | Post Office Ltd            | 58.51    |
| 20.12.05 | Scottish Courage: Stock    | 6,191.10 |
| 21.12.05 | The Beer Seller            | 367.01   |
| 22.12.05 | HMC&E –Gaming Machine      | 124.00   |
| 23.12.05 | BOC Manchester: - Beer Gas | 229.13   |
| 28.12.05 | Walkers Snacks Ltd         | 255.19   |
| 31.12.05 | Nat West Account Charge    | 55.00    |

[iii] DITTON COMMUNITY CENTRE ACCOUNT

|          |                         |         |
|----------|-------------------------|---------|
| 20.12.04 | Tonbridge & Malling BC  | 1541.00 |
| 31.12.04 | Nat West Account Charge | 55.00   |

(f) **Notice of Certification of Completion of the Audit of Accounts for 2004/2005**

Notice of Certification of completion of the 2004/2005 Audit was **READ** and it was **NOTED** that in the Auditor's opinion the statements of accounts present fairly the financial position of the Council at the 31<sup>st</sup> March 2005 and its Income and Expenditure for the year then ended.

(g) **Internal Auditors Report on visit 4<sup>th</sup> January 2006**

The internal Auditor's Report which had been previously circulated, was **READ** and his comments and queries regarding investments were **NOTED**.

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

Borough Councillor Mike Porter reported on misinformation in the Liberal Publication 'Focus'.

The Vice-Chairman read a report from County Councillor Geoff Rowe as follows:-

- **Parish Partnership Panel:** Next meeting will be held on Thursday 9<sup>th</sup> March at Kings Hill commencing at 7.30pm.
- **M20 Noise Reduction:** Work is scheduled to commence on the next phase during April 2006. It is proposed to install a barrier on the coast bound carriageway east of Station Road to west of Hall Road.
- **Kent Highway Services General Fault Line:** The telephone number is 08458 247 800. Each area has been allocated a liaison officer for queries. Lyn Smith is the named officer for Tonbridge & Malling.
- **The Disability Working Party:** The meeting scheduled for last week has been postponed and will now be held on Friday 10<sup>th</sup> February 2006. The presentation will be "Disability Go". Anyone interested in attending the meeting at Kings Hill will be welcome.
- **T & M Youth Advisory Board:** Next meeting on Thursday 9<sup>th</sup> March at Ightham Village Hall commencing at 5.00pm. This will be followed by the KCC Local Board Meeting at 7.30pm. Some grant funding is still available.
- **Salt Bin, Primrose Drive:** This bin has still not been filled with salt.

- **Dog Waste Bin, Kilbarn Recreation Ground:** This is only emptied about every two months and there is a large amount of dog waste on the recreation ground.

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

A written report from Community Warden Tom Hawkwood which was circulated at the meeting, was **READ** and **NOTED**.

**RESOLVED** to accede to the following requests:-

(a) to make the Acorn Room available for the Youth Workers to meet with the youth on one Wednesday each month, for a trial period.

(b) the formation of a 'Ditton Focus Group'.

*Members suggested an article is placed in the next Ditton Gazette requesting interested people to join the group.*

(c) for the Community Warden to hold a coffee morning surgery, aimed mainly at the elderly age group, in a room in the Centre on a twice-monthly basis.

The request for the provision of a Youth Shelter will be passed to the Open Spaces & Amenities Committee for consideration

Members asked that the Warden be thanked for his report.

511. **PLANNING MATTERS**

Cllr. Porter 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.

(a) **Plans Received for Comment**

|                 |   |  |
|-----------------|---|--|
| TM/06/00192/ORM | Minor amendment of permission<br>TM/03/03415/FL (Erection of 370<br>Dwellings including 30% affordable<br>housing with associated parking,<br>landscaping & highways following<br>demolition of existing buildings<br>CHANGE IN HOUSE TYPE OF<br>PLOT 192 | Former Frantschacht Site<br>New Hythe Lane |
|-----------------|---|--|

**RESOLVED** NO OBJECTION

|                 |   |  |
|-----------------|---|--|
| TM/06/00214/ORM | Minor Amendment to increase<br>number of units to 18 resiting of<br>buildings to bring them closer<br>together and increase in floor area<br>of units 5 & 18 by 10sq metres | Site & Former DPC Allots<br>Bellingham Way |
|-----------------|---|--|

**RESOLVED** NO OBJECTION

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

**NOTED** no decisions have been notified during the past 14 days

(c) **'B' Lists**

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

06/02 - 16.01.2006; 06/03 - 23.01.2006

(d) **Maidstone Local Development Framework Café Conversations – Consultation Events for the Core Strategy**

**RESOLVED** that this Council would wish to see the open land between Barming Station to the M20 Motorway retained as a buffer and not eroded to expand Maidstone into the villages.

(e) **Priory Park Industrial Estate: Planning Application TM/04/04376/FL**

A copy of a resident's communication to Tonbridge & Malling Planning Office regarding noise pollution at the above site was **READ** and **NOTED**.

**RESOLVED** to endorse the resident's comments and concerns.

(f) **Licences for Tables & Chairs on the Public Highway**

Information regarding the issue of licences and permits for tables, chairs and A-boards placed on the public highway, was **READ** and **NOTED**.

Members requested that the Clerk clarify whether village seats require licences and/or permits.

512. **ANNUAL PARISH MEETING, 24<sup>th</sup> APRIL 2006**(a) **Format**

**RESOLVED** the format remain the same as last year.

(b) **Speaker/s**

**RESOLVED** to invite the Rev. Priscilla Payne and Len Mace as guest speakers this year.

513. **DITTON GAZETTE – COPY DEADLINE**

Members were advised that it is hoped to have the Gazette ready for printing by the beginning of March. A few more articles are needed and Members are asked to submit any items for inclusion as soon as possible.

The Clerk requested that a working party be set up to approve the content and proof read the Gazette before it is printed.

Members acceded to the request and Cllrs. Baker, Mulcuck & Mrs Mulcuck agreed to serve on the working party.

514. **MATTERS ARISING FROM "CORRESPONDENCE FOR NOTING"**(a) **Tonbridge & Malling Borough Council: Recycle for Kent**

Cllr. Mulcuck requested that Waste Exhibition Unit be brought to Ditton.

It was suggested that the Local Schools be contacted to ascertain whether they would be willing to accommodate it at their Summer Fete.

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***The Vice-Chairman moved that in view of the confidential nature of the business about to be transacted, the press and public be excluded from the remainder of the meeting in accordance with Standing Orders 27 & 50.***

515. **CONFIDENTIAL MEMORANDUM BOOK REF: CM 333**

Details of individual staff salaries for financial year 2006/2007 were **READ** and **CONFIRMED**.

The Chairman asked Members to take an urgent item relating to a staff matter.

**Staff Matter**

Members were advised of a matter relating to a member of bar staff, details of which are recorded in the Confidential Memorandum Book Ref. CM 334.

**RESOLVED** to act in accordance with the advice given by the Council's Personnel Advisors, Mentor, which is set out in the confidential Memorandum Book Ref. CM 334.

516. **CLOSURE**

The meeting closed at 9.10pm.

Chairman  
6<sup>th</sup> March 2006