

DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF THE ANNUAL PARISH COUNCIL MEETING OF DITTON PARISH COUNCIL, TO BE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON WEDNESDAY, 3RD MAY 2006 AT 7.30PM

Ditton Community Centre
Kilnbarn Road
Ditton
AYLESFORD
Kent ME20 6Q
^^

[Mrs] Sue Kavanagh
Clerk of the Council

Tel: 01732 844749
Email: clerk@dittonparishcouncil.gov.uk
Website: WWW.dittonparishcouncil.gov.uk

25th April 2006

PART I

1. OPENING OF MEETING
2. APOLOGIES
3. ELECTION OF CHAIRMAN FOR 2006/2007
4. ELECTION OF VICE-CHAIRMAN FOR 2006/2007
5. DECLARATION OF ACCEPTANCE OF OFFICE - CHAIRMAN
6. APPOINTMENT OF COMMITTEES FOR 2006/2007
 - [a] Planning - 11 Members
 - [i] MEMBERSHIP
 - [ii] ELECTION OF CHAIR

Vice-Chairman to be elected at the first Meeting of the Committee
 - [b] Community Centre - 7 Members
 - [i] MEMBERSHIP
 - [ii] ELECTION OF CHAIR

Vice-Chairman to be elected at the first Meeting of the Committee

[c] **Open Spaces & Amenities - 7 Members**

- [i] MEMBERSHIP
- [ii] ELECTION OF CHAIR



Vice Chairman to be elected at the first Meeting of the Committee

[d] **Personnel Committee - 6 Members**

- [i] MEMBERSHIP
- [ii] ELECTION OF CHAIR

Vice Chairman to be elected at the first Meeting of the Committee

[e] **Finance & Administration - Chair & Vice-Chair of Council & All Committee Chairs**

Vice Chairman to be elected at the first Meeting of the Committee

[f] **Allotment Managers [3]**

7. **APPOINTMENT OF K A P C REPRESENTATIVES**

~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~

PART II

8. **DECLARATION OF MEMBERS' INTERESTS**

9. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD ON 3RD APRIL 2006**

10. **MATTERS ARISING**

(a) **Texaco Garage - Licence Application** [Page 447, Item 640(e)]

- (i) DETAILS OF HEARING AND INVITATION TO BE REPRESENTED - Copy herewith
- (ii) COPIES OF RESIDENTS LETTERS OF OBJECTIONS TO THE LICENSING OFFICER - For information

11. **MINUTES OF MEETINGS HELD DURING APRIL 2006** - For Confirmation & Signing

(a) **Community Centre Committee Meeting, 10th April 2006**

(b) Planning Committee Meeting, 19th April 2006

(c) Open Spaces & Recreation Grounds Committee, 19th April 2006

RECOMMENDATION

(i) EMPLOYMENT OF SUMMER PART-TIME GROUNDS PERSON [Page 362, item 674]

12. CORRESPONDENCE

(a) For Noting

Ton. & Malling Borough Council:	<u>'Here & Now', April/May 2006 – Issue No. 2</u>
Kenward Trust:	<u>Letter of Thanks</u>
1 st Ditton Scout Group:	<u>Letter of Thanks</u>
Victim Support:	<u>Letter of Thanks</u>
Malling Citizens Advice Bureau:	<u>Letter of Thanks</u>
Ditton Infant School	<u>Letter of Thanks</u>
Plus Publishing:	<u>'Local Councils Update' April 2006, Issue 78</u>
KAPC:	<u>Minutes of Meeting held 16th March 2006</u>
Award Productions:	<u>'For Queen & Country', Celebrating 80 Years</u>
Local Works:	<u>Campaign for Sustainable Communities</u>
Consumer Council for Water:	<u>'Drought Update, Spring 2006</u>
Unity Business Press:	<u>'Public Sector & Local Government' Magazine, March 2006</u>
Mr P J S Hills:	<u>Enquiry re. Council Tax & Clerk's reply</u>
DEFRA:	<u>Clean Neighbourhoods & Environment Act 2005 – A Parish Council Guide to Environmental Enforcement</u>
CPRE:	<u>'Voice', Spring 2006 + encls</u>
Kent Parish Councils:	<u>'News' Edition 2 -April 2006</u>
Nat West:	<u>'Mentor News' Spring 2006, Issue 6</u>

Kent Co. Playing Fields Assoc: Agenda & 79th Annual Report & Accounts

Kent County Council: Notice of Local Board Meeting, 10th May 2006

(b) **For Decision**

NALC: Local Vision Conference, 1st & 2nd June 2006 (Previously circulated)

13. **FINANCE**

(a) Accounts Received

Ditton Vets FC: Food Preparation
5.00

Multi Sports : Income
264.00

Ditton Petanque Club: Food
45.00

(b) **Accounts for Payment**

Salaries: April 2006 Gross: 13857.69 Net:
10190.10
DPC Imprest A/C: Reimbursement of April expenses
5564.68*

Kent County Council: Superannuation Subs - April
2699.88

AquAid (Kent): Annual Rental & Sanitation & Water 94.50
Supply Vat 16.54 111.04

Astra Security: 78 Keys & Lock for Allotments & Bowls Club 420.06
Vat 73.51 493.57

Collectors Set Printers Limited: Printing Spring Gazette 1203.38
Vat 210.59 1413.97

The Glass Works: Laminate for School Clock 50.00 50.00

Craigdene Limited: Annual Inspections to two Play Areas 100.00
Vat 17.50 117.50

EDF Energy: Unmetered Supply - Street Lighting 65.30
Vat 3.27 68.57

FCS: Spraying of Ragwort in Quarry 540.00
Vat 94.50 634.50

Kent County Cncl:	Lease Fee for Council Vehicle	1071.00	
	Stationery	<u>38.30</u>	
		1109.30	
	Less Credit	<u>5.10</u>	
		1104.20	
		Vat <u>193.25</u>	1297.45
Kent County Playing Fields Association:	Annual Subscriptions		20.00
Parker Merchanting:	Safety Boots for Graeme Sedgwick	11.95	
		Vat <u>2.09</u>	14.04
T Parker & Sons	Grass Seed & Esteem - Grounds Maintenance	616.00	
	Top Dressing - Grounds Maintenance	363.32	
		Vat <u>101.38</u>	1080.70
Parkfoot Garage Ltd:	Vehicle Diesel	75.15	
		Vat <u>13.15</u>	88.30
Mr D Pullinger:	Locking Play Area - April 2006		25.00
Sage (UK) Ltd:	Payroll Upgrade to Version 12	180.00	
		Vat <u>31.51</u>	211.51
Seeboard Energy:	Changing Rooms - NRRG	20.17	
	Multi Sports & Cedar Room	<u>228.12</u>	
		248.29	
		Vat <u>40.93</u>	289.22
Travis Perkins:	Repairs to Water Pipe - Allotments	30.64	
		Vat <u>5.36</u>	36.00

PARISH COUNCIL IMPREST ACCOUNT - Reimbursement of April Expenses

Carried Forward 1 st April 2006		1049.00
Add: PC reimbursement		<u>4951.00</u>
		6000.00
Deduct: March Expenses		
Voucher Charge	3.25	
Inland Revenue	4840.38	
Postage Stamps	55.00	
Com Centre Expenses	39.01	
OSA Expenses	7.34	
Unison Subscriptions	439.20	
Delivery of Gazettes	75.00	
Repairs to School Clock Face	<u>50.00</u>	<u>5509.18</u>
		490.82

Sum to be drawn on 3 rd May 2006	5509.18*
BALANCE	6000.00

*Sum required to restore balance to £6000

(c) **Account Paid Between Meetings**

HM Customs & Excise: Vat due to 31.03.06	1844.04
--	---------

(d) **Direct Debits Paid During March 2006**

[i] DITTON PARISH COUNCIL ACCOUNT

01.03.06	WPA Health Care	380.50
03.03.06	02	20.88
06.03.06	RBS Mentor	284.34
10.03.06	Nildram	42.82
20.03.06	Pace Petroleum	27.39
22.03.06	EBS	40.00
28.03.06	Nat West Business Card	115.99
27.03.06	Euphony	19.61

[ii] DITTON COMMUNITY CENTRE BAR ACCOUNT

01.03.06	Sky Business	246.75
13.03.06	Post Office Ltd	58.52
21.03.05	The Beer Seller	397.43
20.03.06	Scottish Courage - Stock	5132.68
22.03.06	H MC & E Gaming Machine	124.00
24.03.06	BOC Manchester - Beer Gas	229.13
28.03.06	Walkers Snacks Ltd	186.49
30.03.06	Nat. West Account Charge	55.00

[iii] DITTON COMMUNITY CENTRE

31.03.06	Nat. West Account Charge	55.00
----------	--------------------------	-------

(e) **Internal Audit Report**

(f) **Amended Accounts & Audit Regulations** - Communication from RBS

(g) **'Ditton Songs Of Praise' - Joint Venture 25th June 2006 - Fund Allocation**

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

15. **REPORTS FROM POLICE & COMMUNITY WARDEN**

16 **PLANNING, HIGHWAYS & TRANSPORTATION MATTERS**

(a) **Election of Vice Chairman**

(b) **Plans Received for Comment**

TM/06/1139/FL Part Single & Part Two Storey Rear Extension 61 Cobdown Close

TM/06/01164/FL Installation of a tower crane Unit 2 Site G Bellingham Way

TM/06/01160/FL First Floor Rear Extension 18 Primrose Drive

(c) **Plans Dealt with by Tonbridge & Malling Area Sub C'ttee. 3**

TM/06/00782/TNCA Selective removal of some trees and reduction of others by one third to one half Village Green New Road

NO OBJECTION

TM/05/0487/FL Construction of underpass to all weather training gallop Kiln Barn Farm

GRANTED WITH CONDITIONS

TM/06/00832/FL Single Storey Side Extension 12 Fernleigh Rise
GRANTED WITH CONDITIONS

TM/06/00792/FL Conversion of existing garage into study 6 Cedar Close
GRANTED WITH CONDITIONS

(d) **'B' Lists**

06/14 - 10.04.2006; 06/15 - 18.04.2006

(e) **Agenda, Minutes & Notes of Area 3 Sub Committee**

(f) **Maidstone Local Development Framework - Sustainable Construction Supplementary Planning Document** - Copy herewith

(g) **New Road Business Estate** - Communication from Planning & Transportation
Director

- Copy herewith

(h) **Kent Aggregate Imports - Minerals and Waste Development Framework**

(i) **Meeting with Kent Highways Parish Liaison Officers** - Decision required on date for meeting and who will attend

(j) **Planning Enforcement Investigation at Medway House**

17. **LOCAL GOVERNMENT PENSION SCHEME - GOVERNANCE & COMMUNICATION POLICY STATEMENTS** - Copy herewith

18. **SECURITY** - Requested by Cllr. DeSave

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

Chairman to move that in view of the confidential nature of the following items on the Agenda, the remainder of the meeting will be closed to the press and public in accordance with Standing Orders 27 & 50.

20. **PERSONNEL MATTER**

21. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 15 minutes at approximately 8.30pm to permit members of the public to raise any items for the Council's attention, however, because of the confidential nature of the some of the items on this Agenda, in accordance with Standing Orders 27 & 50, parts of this meeting will exclude the Press and Public.