

**DITTON PARISH COUNCIL**

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON WEDNESDAY 4<sup>TH</sup> JANUARY 2006

PRESENT: CLLRS. J D DAY [Chairman], M J PORTER [Vice-Chairman], R G W BAKER, MRS A BEADLE, J BEADLE, MRS J E DESAVE, J E DESAVE, MRS A THROSSELL & MRS J F THWAITES.  
MRS S J KAVANAGH [Clerk of the Council]

436. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm and wished all Members and staff a happy and prosperous new year.

The Chairman asked Members to take an urgent item regarding a recent assault on a member of staff, who was locking the playground at the time of the incident, details of which had previously been circulated.

Discussion took place. Members expressed grave concern that, although the Police were called at the time the member of staff was being attacked they did not arrive until some 15 minutes later.

**RESOLVED** the Police be notified of this Council's concern at this further incident of assault in the vicinity of the Community Centre and the length of time it took them to attend.

**RESOLVED** that details of security cameras with good image quality and suitable installation sites, be investigated.

437. **APOLOGIES**

Apologies previously notified were **RECEIVED** and **ACCEPTED** from Cllrs. Mrs M and A R Mulcuck.

438. **DECLARATION OF INTERESTS**

All Members declared an interest in item 445(a) as two of the applications are for land which, until recently, was owned by the Parish Council.

439. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 5<sup>TH</sup> DECEMBER 2005**

Minutes of the Parish Council Meeting held on 5<sup>th</sup> December 2005 were **CONFIRMED** and **SIGNED**.

440. **MATTERS ARISING**

There were no matters arising not included on the Agenda.

441. **CORRESPONDENCE**

(a) **For Noting**

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

Kent Wildlife Trust:	<b><u>Events in Kent, February – May 2006</u></b> <b><u>‘Natural World’, Winter 2005</u></b> <b><u>‘Wild Kent’, Issue 3 2005</u></b>
Ton & Malling Borough Cncl:	<b><u>‘Here &amp; Now’ Issue no 6 Dec/Jan 2006</u></b> <b><u>Parish Partnership Panel – Minutes of meeting held 10<sup>th</sup> November 2005 &amp; presentation literature</u></b> <b><u>Minutes of Council, Cabinet &amp; Committee Meetings 2005, Vol 5</u></b>
Action with Communities In Rural Kent:	<b><u>Funding for Parish Plans</u></b>
Canine Crisis Council:	<b><u>‘Oast to Coast’, Winter 2005</u></b> <b><u>‘Newsletter’ 34, December 2005 + encls.</u></b>
Kent Police:	<b><u>Maidstone &amp; Malling Newsletter for Parish Councils – November 2005</u></b> <b><u>Community Safety Booklet</u></b> <b><u>Force Amalgamations – Stage 2 Submission</u></b>
English Housing Association:	<b><u>Resident’s Newsletter – Winter 2005/2006</u></b>
Ditton Infant School:	<b><u>Letters of Thanks</u></b>
Kent County Council:	<b><u>Kent &amp; Medway Funding Fair 2006</u></b> <b><u>Report &amp; Accounts 2005 – Superannuation Fund</u></b>
Clerk & Council’s:	<b><u>‘Local Council Update’, December 2005, Issue 74</u></b>
Maidstone & T Wells NHS:	<b><u>‘Trust News’ November 2005</u></b>
Loic Flory KCC:	<b><u>Advance Notice of Local Board Meeting for Tonbridge &amp; Malling 9<sup>th</sup> March 2006</u></b>
Ditton Heritage Centre Ltd:	<b><u>Letter of Thanks</u></b>
Mr David Thornewell:	<b><u>Letter of Apology re. invitation for 12<sup>th</sup> December 2005</u></b>
Mr Jeremy Wilton (Cluttons)	<b><u>Letter of Thanks</u></b>
Kenward Trust:	<b><u>‘New Life’ - Issue 4, 2005</u></b>
Mentor Services:	<b><u>Newsletter – Winter 2005/2005, Issue 5</u></b>

**2005**

Groundwork:	<b><u>Landfill Tax Funds</u></b>
Kent Police:	<b><u>Maidstone &amp; Malling Newsletter for Parish Councils December 2005</u></b>
Maidstone Weald NHS:	<b><u>Health Services over the Holiday Period + encls</u></b>  <b><u>Patient Link, Issue 5</u></b>
Zannah Bell:	<b><u>Consumer Direct - On-line Consumer Advice</u></b>
NALC:	<b><u>Local Council Review, Volume 57, No. 5 January 2006</u></b>
 (b) <b><u>For Decision</u></b>	
Fire & Rescue Service:	<b><u>Consultation</u></b> Information <b>READ</b> and <b>NOTED</b> . The Clerk was asked to complete the response on behalf of the Council.
Consortium Kent (VICK)	<b><u>Kent Infrastructure Development Plan - DRAFT</u></b>  Cllr. Baker agreed to READ this document and draft a response for Council's approval at the next appropriate meeting.

442. **FINANCE**(a) **Accounts Received**

The following accounts received during December 2005 were **READ** and **NOTED**:-

Ditton Junior School:	Grounds Maintenance Fee	210.00
Ditton Minors:	Reimbursement of electric & Water Charges NRRG	25.88
Ditton Minors:	Multi Sport Hire Fees	44.00
Ditton Bowls Club:	Reimbursement of Water Charges	267.66
Mr Baker:	Advertisement - Ditton Gazette	28.00
S R Interiors:	Advertisement - Ditton Gazette	35.00
Hirers:	Multi-sport facility hire fees	672.50
Tenants:	Allotment Rents 2005/2006	161.50

EDF Energy:	Wayleave – Playing Fields	11.50
EDF Energy:	Wayleave – Bowls Club	3.45

(b) **Accounts For Payment****RESOLVED** the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

Salaries:	Gross: 13670.58	Nett 10247.58
DPC Imprest A/C:	Reimbursement of December Expenses	5814.78
Kent County Council:	Superannuation - December 2005	2330.40
AquAid:	Still Water	18.75
	Vat <u>3.28</u>	22.03
BT:	2 <sup>nd</sup> Booking Line	41.15
	Clerk's Line	41.15
	Fax Line	47.92
	Vat <u>22.78</u>	153.00
Communicorp:	Local Council's Update subscription	60.00
CSP:	Printing Winter 05 Gazette	1203.38
	16 Pages	Vat <u>210.59</u>
		1413.97
Glasdon UK Limited:	Handling Charge for Returned Bin	7.35
	Vat <u>1.28</u>	8.63
Kent County Council:	Stationery, cleaning items, Rigger gloves etc.	156.82
	Vat <u>27.45</u>	184.27
Land Technics:	2040 Ultra 500ml	10.46
	3" Silver Tape – Tractor	Vat <u>1.83</u>
		12.29
Mower Plant Svs:	Solo Back Pack Blower	275.00
	Mower Repairs/Spares	<u>467.55</u>
		742.55
	Vat <u>129.95</u>	872.50
Nexus Data Systems Ltd:	Web/Email hosting	49.00
	Vat <u>8.58</u>	57.58
Nico Office Ltd:	Consumables for Minolta Printer	18.98
	Vat <u>3.32</u>	22.30
Parkfoot Garage Ltd	Mitsubishi Fuel – November & Shampoo, sponge, screenwash	78.11
	Vat <u>13.67</u>	91.78
RBS Accounting:	VAT Partial Exemption calculation For 2004/2005	420.00
	Vat <u>73.50</u>	493.50
David Stephens:	Audio services Remembrance	

	Day 2004 & 2005	310.50	
	Audio services, music, elects for Firework Night 2005	<u>380.00</u>	690.50
Three Towns Office Equipment Ltd:	Stationery & Raffle Tickets	83.28	
	Vat	<u>14.56</u>	97.84
Top2 Bottom:	Roof Repairs, Changing Rooms NRRG	295.00	
	Vat	<u>51.62</u>	346.62
Trident Trailers:	Trailer Parts	151.54	
	Vat	<u>26.52</u>	178.06
Travis Perkins:	Part to repair to Allotment Water Pipe, Village Green Posts	33.19	
	Vat	<u>5.81</u>	39.00
<u>Cheque Drawn Between Meetings</u>			
DPC Imprest Account:	Emergency Reimbursement top up for Inland Revenue		1000.00

### **Imprest Account – Breakdown of Expenditure during December 2005**

Carried Forward 1 <sup>st</sup> December 2005		394.38
Add: PC reimbursement		5605.62
PC Reimbursement (emergency top up)		<u>1000.00</u>
		7000.00
Deduct: December Expenses		
Voucher Charge	3.25	
Inland Revenue	5776.80	
Community Centre Exp	82.90	
SLCC Fees	150.00	
Petty Cash	228.27	
Webmaster Fees	390.50	
Postage Stamps	93.00	
Raffle Tickets	19.00	
Christmas Lights Comp Vouchers	25.00	
Water Account	<u>46.06</u>	<u>6814.78</u>
		185.22
Sum to be drawn on 4 <sup>th</sup> January 2006		<u>5814.78</u>
	BALANCE	<b>6000.00</b>

\*Sum required to restore balance to £6000

### **(c) Direct Debits - Paid During November 2005**

**RESOLVED** the following direct debits paid during November 2005, be  
**ACCEPTED** and **APPROVED**:-

#### **[i] DITTON PARISH COUNCIL ACCOUNT**

02.11.05	02	22.84
04.11.05	WPA Health Care	380.15
07.11.05	Nildram	42.82
22.11.05	EBS	56.25
28.11.05	Euphony Communications	15.32

28.11.05 Nat West Debit Card 43.93

[ii] DITTON COMMUNITY CENTRE BAR ACCOUNT

02.11.05	Sky Business	246.75
09.11.05	Post Office Ltd	43.98
21.11.05	Scottish Courage: - Stock	6433.13
21.11.05	Beer Seller	1236.20
22.11.05	HMC&E – Gaming Machine	124.00
25.11.05	BOC Manchester: - Beer Gas	229.13
28.22.05	Walkers Snacks Ltd	234.72
29.11.05	Nat West Account Charge	55.00

[iii] DITTON COMMUNITY CENTRE ACCOUNT

21.11.05 Tonbridge & Malling BC 1408.00

(d) **Parish Council Precepts 2006-2007 – Communication from TMBC**

Information previously circulated was **READ** and the council tax base for Ditton for 2006/2007 **NOTED** as 1735.66.

The agreed allocation for Ditton for 2006/2007 under the Scheme of Financial Arrangements was **NOTED** as follows:-

Basic Allocation @ £2.38 assuming a minimum of 1,250 adults	£8677.00
Cemeteries & Churchyards	1339.00
Debt Charges	<u>3968.00</u>
	£13984.00

(e) **Christmas Dances - Balance Sheet**

The balance sheet for the Christmas and New Year Dances was **CIRCULATED** at the meeting and the profit on ticket sales **NOTED** as £4343.00.

The profit from the sale of raffle tickets at the dances was **NOTED** as £991.30. This sum will be placed in the Charities account and used to make donations to local charities and good causes.

(f) **Investment Options**

Further information, previously circulated was **READ** and **NOTED**. Additional information is still awaited.

Members were advised that once all the information is to hand they will need to decide on the best investment option for the Council. This must then be notified to the Audit Commission and, if possible, looked over by the Finance Officer at the Borough Council to ensure that all requirements of the Trustees Investments Act 1962 and CIPFA's Treasury Management in the Public Services: Code of Practice have been complied with. The Council should not ratify their decision until this has been done.

**FURTHER NOTED** the Council will need to draft and put in place an annual investment strategy, which includes formal and comprehensive objectives, policies and practices, strategies and reporting arrangements and control of their treasury management activities.

**RESOLVED** to set up an investment working party to assist the Clerk with meeting all the legal requirements.

Cllrs. Beadle, Day and Mrs Thwaites offered to be on the Working Party.

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

The Chairman read a report from County Cllr. Geoff Rowe as follows:-

- **Disability Working Party** - Meeting 1.02.2006.
- **Parish Partnership Panel** – Meeting 9.03.2006. Agenda items no later than 3.02.2006

Cllr. Rowe wished all Members and staff a Happy New Year.

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

There was no Police Officer present.

445. **PLANNING, HIGHWAYS AND TRANSPORTATION 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/05/04080/LB | Internal renovations and repairs<br>Installation of new bath, shower, WC<br>And drains  | 580 London Road                |
|                | <b>RESOLVED</b> NO OBJECTION, SUBJECT TO LISTED BUILDING CONSENT.   |                                |
| TM/05/04087/FL | Construction of underpass to all<br>Weather training gallop   | Kiln Barn Farm                 |
|                | <b>RESOLVED</b> NO OBJECTION  |                                |
| TM/05/04166/RD | Details of external materials submitted<br>(Merlin Grey BS 18B25 to horizontal<br>cladding, Metallic Silver RAL 9006 to<br>vertical cladding) pursuant to condition<br>2 of planning permission TM/05/01040<br>/FL. Seventeen B1 (c); B2 and B8<br>buildings with associated yards,<br>Former P C | Site 2 &                       |
|                | parking areas, hard and soft<br>landscaping.  | Allotments<br>Bellingham Way   |
|                | <b>RESOLVED</b> THIS COUNCIL HAS NO COMMENT TO MAKE AS THE LAND,<br>UNTIL RECENTLY, WAS OWNED BY THE PARISH COUNCIL   |                                |
| TM/05/03210/FL | Conservatory: Obscure glazing to side<br>elevation to a height of 1.8m above<br>internal floor level  | Mallard House<br>12 Streamside |
|                | <b>RESOLVED</b> NO OBJECTION  |                                |
| TM/05/04162/RD | Details of landscaping and Travel   |                                |

Plan submitted pursuant to  
Conditions 5 & 10 of planning  
Permission TM/05/01040/FL:  
Seventeen B1(c); B2 and B8  
Buildings with associated yards, Site 2 &  
Former P C  
parking areas, hard and soft Allotments  
landscaping Bellingham Way

**RESOLVED** THIS COUNCIL HAS NO COMMENT TO MAKE AS THE LAND,  
UNTIL VERY RECENTLY, WAS OWNED BY THE PARISH  
COUNCIL

TM/05/4207/FL The installation of two additional 700  
cubic metres ash storage silos Aylesford Newsprint  
complete with ancillary equipment Bellingham Way

**RESOLVED** NO OBJECTION

(b) **Plans Dealt with by T & M Area Sub Committee No 3**

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

TM/05/01438/FL Erection of four dwelling houses Sheldon Court  
And two garages **REFUSED**

TM/05/03102/FL Conversion of garage to enlarged  
Bathroom, new utility room and  
Dining Room 1 Cobdown

Close

**GRANTED WITH CONDITIONS**

TM/05/03111/LB Change of use of existing third  
Bedroom on first floor into bathroom  
And toilet 578 London Road

**GRANTED WITH CONDITIONS**

TM/05/03448/FL Installation of an additional 350 Cubic  
Metres ash storage silo complete  
With ancillary equipment including Aylesford Newsprint  
Minor site roadway modifications Bellingham

Way

**GRANTED WITH CONDITIONS**

TM/05/03410/FL Change of use to industrial and  
Office use plus works to accommodate Unit 2 Site G  
Additional floorspace Bellingham Way

**GRANTED WITH CONDITIONS**

(c) **'B' Lists**

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

05/47 - 28.11.2005; 05/48 - 05.12.2005; 05/49 - 12.12.2005; 05/50 - 19.12.2005

(d) **Kent Minerals & Waste Development Framework – Resubmission of the  
Statement of Community Involvement to the Secretary of State**

It was **NOTED** that the document is available for viewing on their website at [www.kent.gov.uk/mwdf](http://www.kent.gov.uk/mwdf).

Members were asked to read the document and send their comments to the Clerk who will collate them and submit them to Kent County Council by 30<sup>th</sup> January 2006.

(e) **Hermitage Quarry, Aylesford**

**NOTED** Kent County Council has resolved to grant planning permission with conditions, for the following:-

- TM/03/2784 - EXTRACTION OF RAGSTONE & HASSOCK AND PROCESSING ON SITE FOR SALE AS CONSTRUCTION AGGREGATES. RESTORATION BY BACKFILLING WITH INERT WASTE;
- TM/03/2782 - VARIATION OF CONDITIONS (ii), (x); REPLACEMENT OF CONDITION (xxxvii) AND REMOVAL OF CONDITION (xi) - OF PLANNING PERMISSION TM/88/295; AND
- TM/03/2787 - VARIATION OF CONDITIONS (1), (2), (4) & (7) OF PERMISSION REFERENCE TM/95/761 - HERMITAGE QUARRY, HERMITAGE LANE.

(f) **Planning Enforcement Investigation at Q8 Petroleum, London Road, Ditton**

**NOTED** a site visit found that there was a breach of planning condition. The owner, leaseholder and occupiers have been reminded of the need to comply with the condition to ensure the car wash entrance and exit shutters remain closed at all times when the dryers are in operation.

**FURTHER NOTED** all interested parties have been advised that any further occurrence will be in breach of planning condition (viii) and consequently liable to enforcement action.

(g) **Kent Highways Partnership**

Details of the handout material for the West Kent Parish Seminar held on 17<sup>th</sup> November 2005, were **READ** and **NOTED**.

(h) **Minutes of the Joint Transportation Board Meeting 5<sup>th</sup> December 2005**

**READ** and **NOTED**.

446. **OPEN AIR CHURCH SERVICE AND PICNIC, 25<sup>TH</sup> JUNE 2006**

Members were advised that The Rev. Priscilla Payne will be standing in for the Rev. Toss Terranova for four months later this year.

During this time The Rev Priscilla Payne wants to try to bring parishioners together by holding an 'open air Service' on the Village Green on 25<sup>th</sup> June 2006 and follow this with a picnic on the school playing fields.

It is envisaged that the Service will take the format of 'Ditton's Songs of Praise' with residents nominating their favourite hymns and participating in the Service.

The Rev Priscilla Payne wishes to circulate a questionnaire in the village asking for hymn nominations and why they are nominating them. The top five would

then be sung at the Service. To this end she has asked if the Council could assist by circulating the questionnaire with an edition of the Gazette and also allowing her an editorial in the Gazette.

**RESOLVED** to accede to the request to hold the Service on the Village Green on 25<sup>th</sup> June and assist with circulation of a questionnaire and an item in the Gazette.

Cllr. Day agreed to liaise with the Rev Priscilla Payne regarding the questionnaire and Gazette item.

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

Cllr. Baker requested that a letter be sent to both Schools thanking the children for the entertaining and greatly appreciated letters of thanks.

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*The 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.*  
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448. **CONFIDENTIAL MEMORANDUM BOOK**

There were no Confidential Memoranda.

449. **CLOSURE**

The meeting closed at 8.56pm.

Chairman  
7<sup>th</sup> February 2006