

DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF DITTON PARISH COUNCIL TO BE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 4th JUNE 2007 AT 7.30PM

Ditton Parish Council
Ditton Community Centre
Kilnbarn Road
Ditton
AYLESFORD
Kent ME20 6QR

(Mrs) Sue Kavanagh
Clerk of the Council

Tel: 01732 844749

29th May 2007

AGENDA

1. **OPENING OF MEETING**

3. **APOLOGIES FOR ABSENCE**

4. **DECLARATIONS OF INTERESTS & EXPENDITURE**

5. **CONFIRMATION & SIGNING OF MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 9th MAY 2007**

6. **MATTERS ARISING**

7. **MINUTES OF MEETINGS HELD DURING MAY/JUNE 2007**
 - (a) **For Confirmation**
 - (i) COMMUNITY CENTRE COMMITTEE, 14th MAY 2007 - Herewith
 - (ii) PLANNING COMMITTEE, 21st MAY 2007 - Herewith
 - (iii) OPEN SPACES & AMENITIES COMMITTEE, 21st MAY 2007 - Herewith
 - (iv) EXTRAORDINARY FINANCE & ADMINISTRATION COMMITTEE, 1st JUNE 2007
- available at meeting

 - (b) **For Noting**
 - (i) DITTON TWINNING ASSOCIATION, 16th MAY 2007 - Herewith



8. **CORRESPONDENCE**

(a) **For Noting**

Wildlife Trust: 'Natural World', Spring 2007
'Wild Kent', Spring 2007
Wildlife Events In Kent June 2007 - September 2007

KAPC: 'Parish News' - Issue 324, 30th April 2007

Press Publishing: 'Local Councils Update' - May 2007, issue 91

SLCC: 'The Clerk' - May 2007, Vol 37. No. 3

ROSPA: 'Staying Alive' - May 2007

Kent Police: Neighbourhood Policing Special

Ton. & Malling Boro' Cncl: Green Lidded Bin Collection Service

(b) **For Decision**

Kent County Council: KCC Grants

KAPC: Councillors Information Day, 16th June 2007 - Copy herewith

Ton. & Malling Boro' Cncl: Town & Parish Councils Standards Sub-Committee - Vacancies
- Copy herewith

Rural Kent: Funding for Parish Plans

Ditton Twinning Association: Funding - Copy herewith

9. **FINANCE**

(a) **Accounts Received**

Ditton Minors FC:	Line Marking and Pitch Fees	455.00
Ditton Guides:	Energy Charges	11.26
Multi Sports:	Hire Fees	258.00
Haffenden Skips Ltd	Gazette Advert	35.00
Ditton Junior School:	Grounds Maintenance	342.57
Ditton Infants School:	Grounds Maintenance	112.31

Mr Curtis:	Gazette Advert		28.00
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(b) **Accounts For Payment**

Salaries:	Gross: 14,561.12	Nett: `	10,842.22
DPC Imprest Account:	May 07 Reimbursement		5,113.15
AquaAid	Still Water	18.75	
		Vat <u>3.28</u>	22.03
Ditton Junior School:	Library Project - Donation under LGA 1972, Section 137		250.00
Ditton Electrical:	Works to Groundsmans Area	298.49	
		Vat <u>52.24</u>	350.73
Gold Star UK:	Staff Polo Shirts (Green)	31.20	
		Vat <u>5.46</u>	36.66
Haffenden Skip Hire:	Path & Patio Repairs 50% CC & OSA	220.00	
		Vat <u>38.50</u>	258.50
D C Hudson & Partner:	Proposed Cedar Room Replacement	1369.80	
		Vat <u>239.71</u>	1,609.51
Land Technics:	Beacon Ring Pole	21.95	
		Vat <u>3.84</u>	25.79
Kent County Council:	Stationery & Sacks	59.75	
	Fire extinguisher refill and repair	28.95	
		Vat <u>15.53</u>	104.23
Kent County Council:	Superannuation May 2007		2,732.64
Kent County Council:	Internal Audit 5 th Visit	250.00	
		Vat <u>43.75</u>	293.75
Mid Kent Water	Bowls Club	87.20	
	Cedar Room	28.35	
	Toilet Block New Road Rec. Grnd	<u>16.55</u>	132.10
Mower Plant Svs:	Mower Parts	13.93	
	Carriage	1.50	
		Vat <u>2.70</u>	18.13
Nico Ltd:	Toner Cartridges	432.60	
		Vat <u>75.71</u>	508.31
Parkfoot Garage Ltd:	Diesel for Pick-up	88.27	
		Vat <u>15.44</u>	103.71

Mr Pullinger:	Play Area Locking		25.00
SSG Emprise:	Keyholding & Alarm Response	20.83	
		Vat <u>3.65</u>	24.48
Stryker Comms. Ltd:	Mobile CCTV Equipment	9032.80	
		Vat <u>1580.74</u>	10,613.54
Travis Perkins Ltd:	Rotavator, paving slabs, sand, trowel cement - Path & Patio repairs 50% CC & OSA Committees	581.82	
	Hire of Abrasive Saw, Breaker Chisel & Diamond Blade - for above	76.95	
	Hire of stump grinder	77.50	
		Vat <u>128.87</u>	865.14
Trident Trailers:	Trailer Parts	20.53	
		<u>3.59</u>	24.12

Breakdown of Expenditure from Imprest Account during May 2007

Carried Forward 1 st May 2007		2251.17
Add: PC Reimbursement		<u>3748.83</u>
		6000.00
Deduct: May Expenses		
Voucher Charge	3.25	
Inland Revenue	4801.22	
Postage Stamps	58.00	
OSA Expenses	118.18	
CC Expenses	150.50	
Stationery	7.00	
Gratuity - Work Experience	<u>25.00</u>	
	5163.15	
Less out of date Cheque	<u>-50.00</u>	<u>5113.15</u>
		886.85
Sum to be drawn on 3 rd June 2007		<u>5113.15*</u>
BALANCE		6000.00

*Sum required to restore balance to £6000

(c) Direct Debits - Paid During April 2007

[i] DITTON PARISH COUNCIL ACCOUNT

02.04.07	Euphony Communications	13.11
02.04.07	WPA Health Care	491.80
03.04.07	02	21.47
04.04.07	RBS Mentor	350.13
10.04.07	Nildram	42.82
20.04.07	Pace Petroleum	21.77
30.04.07	Siemens Financial Services	564.00

28.04.07 Nat West Business Card 148.21

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

03.04.07	Sky Business	276.13
11.04.07	Post Office Ltd	70.27
20.04.07	Scottish Courage - Stock	4494.54
23.04.07	Waverley TBS	266.91
23.04.07	AMLD - Gaming Machine	156.00
25.04.07	BOC Manchester - Beer Gas	222.08
30.04.07	Walkers Snacks Ltd	350.66
30.04.07	Nat West Account Charge	55 00

[iii] **DITTON COMMUNITY CENTRE ACCOUNT**

16.04.07	BG CGABS (Gas)	3011.67
20.04.07	Tonbridge & Malling BC - Business Rate	1122.98
25.04.07	Seeboard Energy Elec	980.00
30.04.07	Nat West Account Charge	55.00

(c) **Internal Audit Report (5th Visit) for 2006/2007** - Copy herewith

(d) **Review of Effectiveness of Internal Control**

(e) **Statement of Internal Control for the Year Ending 31st March 2007**

(f) **Accounts for Financial Year 2006/2007**

(i) **COMMUNICATION FROM ACCOUNTANTS** - Copy herewith

(ii) **STATEMENT OF ACCOUNTS FOR 2006/2007** - Balance Sheet & Income and Expenditure Account, herewith

(g) **Annual Return for Year Ended 31st March 2007** - Available at meeting

(h) **Investment**

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

11. **REPORT FROM COMMUNITY POLICE/ WARDEN**

12. **PLANNING MATTERS**

(a) **Plans Received for Comment**

TM/07/01443/FL Second storey side extension over existing garage

44 Ragstone Court

TM/07/0688/FL	Single and two storey rear extension together with loft conversion and rear dormer REVISED DESCRIPTION: <i>The previous description read 'Loft conversion incorporating rear dormer and alterations to roof and single storey rear extension</i>	565 London Road
TM/07/1497/LB	Listed Building Application: Creations of two openings to create a single dwelling	1 & 2 Sheldon Court
TM/07/01579/FL	Replacement of existing storage facility	431 London Road
TM/07/01787/RD	Details of surfacing of car park, landscaping and water drainage submitted pursuant to conditions 2,3 & 4 of TM/06/01699/FL: Car park extension	E.M. Research Stn New Road, EM.

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

TM/07/0001212/TNCA	Prune Lower branches and remove dead wood from 1 no. large Ash tree and remove 1 no. Hawthorn tree	Land Adjoining 37 The Stream <u>NO OBJECTION</u>
TM/07/00901/FL	Installation of two backup cooling towers above the tertiary drum filter house	Aylesford Newsprint New Hythe Lane

(c) **'B' Lists**

07/19 - 14.05.2007

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

13. **COMMITTEES**

- (a) **Personnel Committee Meeting 25th June 2007** - Request to change date of meeting
- (b) **Finance & Administration Committee** - Co-option of one Member
- (c) **Precept Meetings** - Suggestion to move this forward to December

14. **DITTON GAZETTE** - Communication from Mr Day

15. **PHOTOCOPIER**

16. **COMMUNITY DAY, 21ST JULY 2007**

17. DITTON COURT QUARRY/RAGSTONE COURT BOUNDARY

18. MATTERS ARISING FROM "CORRESPONDENCE FOR NOTING" [Item 8(a)]

19. 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.