

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 3rd DECEMBER 2007 AT 7.30PM

Ditton Community Centre
Kilnbarn Road
Ditton
AYLESFORD
Kent ME20 6AH

Tel: 01732 844749

Email: clerk@dittonparishcouncil.gov.uk

Website: www.dittonparishcouncil.gov.uk

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.

Sue Kavanagh
Clerk of the Council
27th November 2007

A G E N D A

1. **OPENING OF MEETING**

2. **APOLOGIES**

3. **DECLARATION OF INTERESTS**

4. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 5th NOVEMBER 2007**

5. **MATTERS ARISING**

(a) Accounts for Payment - Popi Account [Page 196, Item 357(b)] Reply, copy herewith

(b) The Ford [Page 192, Item 354(b)(i)] - Email from Kent Highways

(c) Bonfire & Fireworks [Page 202, Item 363] - Reply from pyrotechnics, copy herewith

6. **MINUTES OF MEETINGS HELD DURING NOVEMBER 2007**

(a) For Confirmation

(i) COMMUNITY CENTRE COMMITTEE, 12TH NOVEMBER 2007 – Circulated

1. *Resignation of Committee Member*

(ii) PLANNING, HIGHWAYS & TRANSPORTATION COMMITTEE, 19TH NOVEMBER 2007 - circulated

(iii) OPEN SPACES & AMENITIES COMMITTEE, 19TH NOVEMBER 2007 –
circulated

1. *Cutting of London Road Grass Verges* [Page 220, Item 399] – Recommendation

(iv) FINANCE AND ADMINISTRATION COMMITTEE, 26TH NOVEMBER 2007 –
herewith

(b) For Noting

(i) DITTON TWINNING ASSOCIATION, 31ST OCTOBER 2007

(ii) DITTON FAMILY DAY COMMITTEE, 7TH NOVEMBER 2007

7. **CORRESPONDENCE**

(a) For Noting

CPRE: 'Countryside Voice', Autumn 2007

'Kent Voice', Autumn 2007

ROSPA: 'Staying Alive', November 2007

Tonbridge & Malling Crime
Prevention Panel: Minutes of meeting held 17th September 2007

NALC: 'Local Council Review', Volume 58, No. 4 Nov. 2007

SLCC: 'The Clerk', November 2007

Press Publishing: 'Local Councils Update', Nov. 2007 – Issue 97

KAPC: 'Parish News', Issue 328 – 5th November 2007

Liberal Democrats: Press Release - Road Signage

Ton. & Malling Borough Cncl: Parish Partnership Panel

'Here & Now, Winter 2007

Clerks and Councils: 'Direct', November 2007 – Issue 54

Marilyn Grantham: Letter of thanks

(b) For Decision (Copies herewith)

Kent Police Authority: Policing Kent 2008/09 Survey

Leybourne Grange Riding Centre
For the disabled:

Request for support

Ton. & Malling Borough Cncl: 2008 Y-2 Crewe Summer Scheme

CIPFA: Invitation to attend 'An Introduction to Treasury Management in Local Government, 24th January 2008

Kent Fire & Rescue Service: Integrated Risk Management Plan 2008/09

8. **FINANCE**

(a) Accounts Received

Allotment Holders:	Annual Rents	77.00
Ditton Infants School:	Grounds Maintenance	112.31
Ditton Junior School:	Grounds Maintenance	342.57
Ditton Minors FC:	Water Charges	24.38
Multi Sports:	Income	502.00
Short Mat Bowls:	Photocopies	9.40
Sale of Glow Items:	Firework Night	1218.22
Haslimann Taylor:	Donation from Bryant Homes for Fireworks	3685.00

(b) Accounts for Payment

Salaries:	Gross Pay: 20037.69	Net Pay:	14587.22
DPC Imprest A/C:	Reimbursement		628.57
KCC:	Superannuation Payment November		3267.73
Age Concern:	Donation Under LGA 1972 Sec. 137		125.00
Pop In Club:	Donation Under LGA 1972 Sec. 137		25.00
AquaAid:	Water for Cooler	38.94	
		Vat <u>6.82</u>	45.76
Astra Security:	Chain for Workshop	15.68	
	3 Kasp Keyed Alike Padlock	<u>37.05</u>	
		52.73	
		Vat <u>9.22</u>	61.95
Ditton Community Centre:	Hire of Hall - Valentines Dance		270.00

Ditton Infant School:	Donation to Children's Party		200.00
Ditton C of E Juniors:	Donation to Children's Party		200.00
Essex Pyrotechnics Ltd:	Firework Display – 3 rd Nov2007	2625.00	
		Vat <u>459.38</u>	3084.38
Farmura Limited:	Inline Strainer – Sprayer	13.50	
		Vat <u>2.36</u>	15.86
G Haffenden Skip Hire:	Allotments	100.00	
	Bonfire Night	110.00	
	Community Centre – Flooring	<u>90.00</u>	
		300.00	
		Vat <u>52.50</u>	352.50
Kent County Council:	Superwhite Powder	34.00	
	Stationery	<u>47.50</u>	
		81.50	
		Vat <u>14.26</u>	95.76
MAB Groundscare:	Stihl KM 100R – Strimmer and Attachments	570.71	
		Vat <u>99.87</u>	670.58
Mid Kent Water:	Bowls Club/Allotments	170.72	
	Kilnbarn Recreation Ground	50.93	
	New Road Recreation Ground	<u>13.85</u>	235.50
Parker Merchanting:	Workforce Hi-Viz Jacket	10.50	
	Lawn Rakes	<u>58.71</u>	
		69.21	
		Vat <u>12.11</u>	81.32
Parkfoot Garage Limited:	Diesel for Parish Vehicle	85.11	
		Vat <u>14.89</u>	100.00
Peeks Bournemouth Ltd:	Christmas Decorations	289.27	
		Vat <u>50.62</u>	339.89
Mr D Pullinger:	KBRG Playground Key Holder - November		25.00
Sage [UK] Limited:	Payslips	49.00	
		Vat <u>8.58</u>	57.58
Sisis Equipment:	Spares for Tru Spreader	96.54	
		Vat <u>16.89</u>	113.43
David Stephens:	Audio Services – Firework Night	593.00	
	Audio Services - Remembrance Day	<u>179.50</u>	772.50

Travis Perkins:	Hire of Rotavator	32.49	
	Hire of Tower lights/Extension Leads	142.18	
	Hasp & Staple	2.01	
	Materials for Allotment Shelter	119.49	
	Materials for Allotment Shed & Posts	<u>211.59</u>	
	For Village Green	507.76	
	Vat	<u>88.88</u>	596.64
Viking Direct:	Stationery & Ink Cartridges	71.07	
	Vat	<u>12.44</u>	83.41
Watling Tyre:	Tube & Battery for Toro Mower	110.00	
	Vat	<u>19.24</u>	129.24
SSG Emprise Limited:	November 2007 – Keyholder Fee	20.83	
	Vat	<u>3.65</u>	24.48

(c) Accounts Paid Between Meetings

There were no accounts paid between Meetings

[d] Ditton Parish Council Promotions Account

Todd Miller & Joe Loss	Friday 21 st December 2007	1900.00	
Orchestra:		Vat <u>332.50</u>	2232.50
Todd Miller & Joe Loss	Saturday 22 nd December 2007	2050.00	
Orchestra:		Vat <u>358.75</u>	2408.75
DPC Imprest A/C:	Peter Elligate New Years Eve		1400.00

DITTON PARISH COUNCIL IMPREST ACCOUNT - Expenditure November 2007

Carried Forward 1 st November 2007	1015.41	
Add: PC Reimbursement	<u>1484.59</u>	
	2500.00	
Deduct: November 2007 Expenses		
Voucher Charge	3.25	
Postage Stamps	154.00	
Petty Cash	71.69	
OSA Expenses	126.58	
Bar Wages	16.87	
Community Centre Expenses	99.68	
Bank Refund – G Sedgwick	100.00	
Flowers – M Grantham	25.00	
Parish Council - Poppy Wreath	16.50	
Toilet Freshners	35.94	
Food for Helpers - Fireworks	<u>15.00</u>	<u>664.51</u>
	Balance	1835.49
Sum to be drawn on 3 rd December 2007		<u>664.51*</u>
		2500.00

*Sum required to restore the balance to £2500.00. Inland Revenue now paid by BACS

(e) Accounts for Payment – Community Centre

Cobra Insurance Brokers:	Insurance Cover for CCTV		142.77
Connaught Gasforce Ltd:	Thermo Coupling – Kilnbarn Club & Parish Office Boiler	23.00 Vat <u>4.03</u>	27.03
Lloyds TSB Commercial Finance:	Peter Dorrell – Sportsclean	43.50 Vat <u>7.61</u>	51.11
Edwardes Bros [Dulwich]:	GLS 40w Lamps	5.00 Vat <u>0.87</u>	5.87
Initial Fire & Security:	Carman Hall Alarm – Annual Charge	93.94 Vat <u>16.44</u>	110.38
Kent County Council:	Cleaning Materials & Vacuum Part	129.12 Vat <u>22.59</u>	151.71
Mid Kent Water Ltd:	Water Consumption to 23.10.07 Standing Charge to 31.03.08	599.89 <u>18.90</u>	618.79
Tonbridge & Malling BC:	Premises Licence – Ditton Community Centre		180.00
United Flooring Limited:	Lay Polyflor FX Carman Hall/Corridor Less Skip Hire	3121.10 <u>-90.00</u> 3031.10 Vat <u>530.44</u>	3561.54
United Flooring Limited:	Lay Polyfor FX to Side of Stage Repairs to Oaken Hall Floor	305.04 <u>190.00</u> 495.04 Vat <u>86.63</u>	581.67
Veolia Environmental:	October Refuse Disposal	179.32 Vat <u>31.38</u>	210.70
Yell Limited:	Advert Yellow Pages – Maidstone	122.40 Vat <u>21.42</u>	143.82

Deposit Refunds

Oaken Hall

15.11.07	100.00
23.11.07	100.00
24.11.07	50.00
24.11.07	60.00
25.11.07	50.00
29.11.07	50.00
01.12.07*	50.00
01.12.07*	70.00
02.12.07*	50.00

Don Carman Hall

17.11.07	50.00
24.11.07	50.00
01.12.07	50.00

* Subject to inspection

(f) Accounts for Payment - Bar

Joe Lee:	Till Rolls		51.00
R J Hunt:	Cleaning Trap & Urinals - Kilnbarn	97.50	
	Club Gents Toilets	Vat <u>17.06</u>	114.56
Kent County Council:	Cleaning Materials	31.00	
		Vat <u>5.43</u>	36.43
Adrian Mecklenburgh:	Post Mix Syrup & Wine	213.83	
		Vat <u>37.43</u>	251.26
Silver Springs Mineral Water:	Soft Drinks	18.75	
		Vat <u>3.28</u>	22.03
SSG Emprise Limited:	Key Holder Service – November 2007	30.00	
		Vat <u>5.25</u>	35.25
Tonbridge & Malling BC:	Premises Licence – Kilnbarn Club		180.00

(g) Direct Debits - Paid During October 2007

[i] DITTON PARISH COUNCIL GENERAL ACCOUNT

01.10.2007	WPA Health	491.80
03.10.2007	Mentor	350.13
03.10.2007	O2	27.82
03.10.2007	Sky Business	306.68
04.10.2007	BT Direct Debits	51.10
04.10.2007	BT Direct Debits	278.52
05.10.2007	Nildram	42.82
08.10.2007	Post Office Ltd	52.70
22.10.2007	Pace Petroleum	15.00
22.10.2007	EBS Direct Debits	43.25
22.10.2007	Euphony	11.53
22.10.2007	EDF Energy	68.57
22.10.2007	S & N UK Ltd	3453.60
22.10.2007	Tonbridge & Malling BC	1118.00
22.10.2007	AMLD – Gaming Machine Licence	156.00
23.10.2007	Siemens Financial Services	564.00
25.10.2007	BOC Manchester	235.00
29.10.2007	Nat. West Business Account	117.88
29.10.2007	Walkers Snacks Ltd	215.44
31.10.2007	Nat. West Account Charge (Bar)	55.00
31.10.2007	Nat. West Account Charge (CC)	55.00

(h) Cheque Signing at Meetings

(i) Internal Audit Report – 2nd Visit of Annual Programme - copy herewith

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

10. **REPORTS FROM COMMUNITY POLICE/WARDEN**

11. **PLANNING MATTERS**

(a) Plans Received for Comment

None received to date.

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

TM/07/00727/FL First floor rear extension & conservatory
to side 23 Ditton Place
GRANTED WITH CONDITIONS

TM/07/03473/FL Proposed two storey side extension to create
garage and first floor bathroom 67 Primrose Drive
REFUSED

(c) 'B' Lists

07/45 - 12.11.2007; 07/46 - 19.11.2007

(d) Update on South East Plan – Inspectors Report - copy herewith

(e) Kent Highway Services - Invitation to Presentation and Demonstration of the new Assessment Model PIPKIN (Prioritising Investments Programmes for Kent's Integrated Network) - copy herewith

(f) Agenda for Joint Transportation Board Meeting

(g) Proposed Extinguishment of Public Footpath MR493 (part) Ditton and Proposed Diversion of Public Footpath MR493 (Part) Ditton

12. **REMEMBRANCE DAY SERVICE, 11TH NOVEMBER 2007** - Communication from Sqn Ldr E J Bates CEng MIEE Branch Chairman, Royal Air Forces Association - copy herewith

13. **DITTON COURT QUARRY**

(a) Ragstone Court Boundary - Further information, if available.

(b) Rear Access from Ragstone Court onto the Quarry Land - copy of information herewith

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

15. **CLOSURE**

NB for AGENDAS

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.