

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 5th FEBRUARY 2007

PRESENT: CLLRS. J D DAY [Chairman, M J PORTER [Vice-Chair], R ANGEL, R G W BAKER, MRS A BEADLE, J BEADLE, A R MULCUCK, MRS M MULCUCK, B STONE, MRS A THROSSELL & MRS J F THWAITES. CO. CLLR. G ROWE, PC. M RODDICK & COMMUNITY WARDEN TOM HAWKWOOD
MRS S J KAVANAGH [Clerk of the Council], MRS N GREENAWAY [Admin. Asst.]

461. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

462. **APOLOGIES**

Previously notified apologies were **RECEIVED** and **ACCEPTED** from Cllrs. Mr & Mrs DeSave.

463. **DECLARATION OF INTERESTS**

Cllrs. Day, Mulcuck, Mrs Mulcuck & Mrs Thwaites declared an interest in items 469(b) and 472(b) as they are members of the Bowls Club and members of the Heritage Centre Committee.

Cllr. Day declared an interest in item 469(b) correspondence item 3, as Mrs Day is his wife.

Cllr. Angel declared an interest in item 478 as he lives in Ragstone Court.

464. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 3rd JANUARY 2007**

The minutes of the meeting held on 3rd January 2007, which had previously been circulated, were **CONFIRMED** and **SIGNED**.

465. **MATTERS ARISING**

(a) Woodlands Parade – Street Naming [Page 233, item 402(h)]

A communication from the Borough Council was **READ** and it was **NOTED** that their principal Legal Officer has written to the local Members to put the proposal that Woodlands Parade could be renamed Holtwood Parade.



466. **CONFIRMATION & SIGNING OF MINUTES OF EXTRAORDINARY PARISH COUNCIL MEETING HELD 15TH JANUARY 2007**

The minutes of the meeting held on 15th January 2007, which had previously been circulated, were **CONFIRMED** and **SIGNED**.

467. **MATTERS ARISING**

There were no matters arising.

468. **MINUTES OF MEETINGS HELD DURING JANUARY 2007**

(a) **Community Centre Committee, 8th January 2007**

Cllr. Porter presented the above minutes which, subject to one amendment, were **CONFIRMED** and **SIGNED**.

The Clerk advised that the grant towards CCTV has been agreed by the Borough Council.

Cllr. Mrs Beadle advised that as Cllr. Mrs DeSave is away, they will not be able to undertake the cleaning inspection before the next Community Centre Meeting.

(b) **Finance & Administration Committee, 15th January 2007**

Cllr. Day presented the above minutes which were **CONFIRMED** and **SIGNED**.

(c) **Planning Committee, 22nd January 2007**

Cllr. Mulcuck presented the above minutes which were **CONFIRMED** and **SIGNED**.

(d) **Open Spaces & Amenities Committee, 22nd January 2007**

Cllr. Baker presented the above minutes which were **CONFIRMED** and **SIGNED**.

RECOMMENDATION: Ditton Court Quarry [Page 260, Item 445(a)]

RESOLVED to **RATIFY** the recommendation to accept delegated power from the Borough Council to proceed with the application for LNR status for the quarry.

(e) **Extraordinary Personnel Committee Meeting, 29th January 2007**

Cllr. Beadle presented the above minutes which, subject to one amendment, were **CONFIRMED** and **SIGNED**.

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

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

K A P C:	<u>Minutes of T & M Area Committee Meeting 7/12/06</u> <u>'Parish News', Issue 322 – 22nd January 2007</u>
Jose Collette:	<u>New Year Wishes</u>
Ton. & Malling Boro' Cncl:	<u>Minutes of Council, Cabinet & Committee Meetings 2006 , Vol 5 Sept 26th – Nov 22nd</u>
English Rural Housing Assoc:	<u>'The Bulletin', Winter 2006</u>
Plus Publishing:	<u>'Clerks & Council Direct', January 2007 Issue 49</u>
Wildlife Trust:	<u>'Wild Kent', Winter 2006/2007</u> <u>Natural World, Winter 2006</u>
Wrotham Parish Council:	<u>Services at Maidstone Hospital</u>
Kings Hill Parish Council:	<u>Services at Maidstone Hospital</u>
SLCC:	<u>'The Clerk', Vol. 37 No 1 – January 2007</u>
Kenward Trust:	<u>'New Life', Issue 4</u>
Kent Highway Services:	<u>'News', January 2007</u>
Kent Co. Council:	<u>Notice of T & M Local Board Meetings</u> <u>Report & Accounts 2006 – Superannuation Fund</u> <u>Press Release: ' Districts and County Sign Major Agreement to Achieve Enhanced Services and Savings'</u>
ROSPA:	<u>'Staying Alive', February 2007</u>

(b) **For Decision**

Ditton Bowls Club:	<u>21st Anniversary Celebrations – Funding Assistance</u> A request for financial assistance towards their 21 st anniversary celebrations, was READ & NOTED .
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RESOLVED TO REQUEST FURTHER INFORMATION ON THE EVENT INCLUDING A BREAKDOWN OF COSTS FOR THE DAY, WHO WILL BE ATTENDING, WHAT PERCENTAGE OF MEMBERS OF THE CLUB RESIDE IN DITTON AND WHETHER THE BOROUGH COUNCIL ARE MAKING A DONATION.

Tonbridge & Malling Boro' Cncl: Tonbridge & Malling Access Guide for the Disabled

A request to nominate a 'Disability Champion', who could visit selected premises in the Parish to carry out a simple access survey was **READ** and it was **NOTED** that training would be offered to this person.

RESOLVED that, in view of her experience, Mrs Day be asked if she would be willing to undertake this.

Mrs Day (Ditton W I Member): Request to Commemorate the Life of Mrs Doris Cooper

RESOLVED THAT THE DITTON W I BE GIVEN PERMISSION TO PLANT A TREE IN MEMORY OF MRS COOPER AND THE LOCATION BE AGREED BY MEMBERS AT THE NEXT MEETING OF THE OPEN SPACES AND AMENITIES COMMITTEE.

The Chairman **MOVED** that the Councillor and Police reports be taken next.

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

Borough Councillor Geoff Rowe reported on the following matters:-

- Protocol between KCC and District and Borough Councils in Kent - KCC held an Extraordinary Meeting on 23rd January 2007 to debate the acceptance of a protocol which will see closer working relationships between KCC and District/Borough Councils in Kent. The protocol was signed by all 13 authorities on the 25th January. The agreement signed was in response to the Government's 'Local Government and Public Involvement in Health' Bill. By the same process an agreement was made to have a better working arrangement with Parish Councils.
- Highway Weeds Clearance - one of the first improvements that should be seen under this new agreement is that an improved highway weeds clearance scheme will be introduced shortly. In future weeds will be treated and cleared under the same contract, and not as at present with KCC responsible for treating the weeds and TMBC for weed clearance (as litter).
- Kent Highway Services Leaflets - two leaflets are currently being sent to parish councils:
 - (i) 'Understanding how we will respond to you'.

(ii) 'Understanding how we make our roads safer in winter'.

- Policing Matters - Ditton is scheduled to receive additional police support within the next 18 months. Ditton is also to be allocated a dedicated PCSO. The person appointed will hold regular local police surgeries and work closely with Ditton's KCC Community Warden.
- Future Dates to Note.
 - (i) Joint Transportation Board 5.03.07
 - (ii) Parish Partnership Panel 8.03.07
 - (iii) Public Transport Panel 20.03.07

Any items for these agendas should be sent to TMBC as soon as possible.

- Small Capital Grants - Members Community Grants - Members need to start thinking of projects to submit.

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

P C Roddick reported on the following:-

- January crime figures these totalled 34 for Ditton, which is an increase of ten over the same period last year.
- Vandalism in Pear Tree Avenue – Suggestions for measures to be taken to curb this anti-social behaviour
- Extra Evening Police Patrols have been scheduled for Ditton
- Motorcycle Operation An operation to catch off road riders using public open spaces was carried out on 4th February, including Ditton quarry area
- Operation Cubit A further operation 'cubit' is to be undertaken shortly, please report any untaxed vehicles to PC Roddick.
- Theft of 700 Trees These have been stolen from the New Road Business Estate. Please report any new hedge planting to P C Roddick.
- Mobile CCTV Unit – PC Roddick asked the Parish Council to consider purchasing a mobile CCTV unit which can be used around the parish to detect the perpetrators of anti-social behaviour.
- Smashed Window in Kilnbarn Club – the offender has been identified and will be dealt with.

The Chairman moved that the meeting be adjourned to enable residents to address the Council.

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ADJOURNMENT

Residents of Pear Tree Avenue advised the Council of the problems they are experiencing from youths who are vandalising their property and generally making a nuisance of themselves during the evenings. They also asked when the broken fence panels will be replaced.

Discussion took place and several suggestions were put forward, including installing CCTV in Pear Tree Avenue and arranging a meeting with the Police, Community Warden, Councillors and representatives from Tonbridge & Malling Borough Council.

The Clerk agreed to make the arrangements and the meeting was reconvened.

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472. **FINANCE**

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

(a) **Accounts Received**

City Valeting:	Gazette Advertisement	35.00
Ditton Guides:	Energy Charges – Guide HQ	24.79
Ditton Minors FC:	Pitch Marking – NRRG – December	44.00
EDF Energy:	Wayleave	3.45
KMS Limited:	Gazette Advertisement	60.00
Photocopying:	Casual and Account Holders	42.30
The Vineyard:	Gazette Advertisement	28.00
Timber Image:	Payment in Advance - Spring Gazette	35.00

(b) **Accounts For Payment**

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

Salaries:	Gross: 14607.46	Net: 10858.79
DPC Imprest A/C:	Reimbursement	6031.73
KCC Superannuation:	January 2006 Payment	2706.21
Astra Security:	Additional Keys for SSG Emprise	15.30
	Padlocks	<u>34.74</u>
		50.04
		Vat <u>8.76</u>
		58.80

AqAid [Kent]:	December Water Supply	33.75	
		Vat <u>5.90</u>	39.65
EDF Energy:	Multi Sports, Guides & Cedar Room	247.57	
	Energy Charges	Vat <u>43.32</u>	290.89
EDF Energy:	NRRG Changing Rooms	20.38	
		Vat <u>1.08</u>	21.46
Kent County Council:	Vehicle Leasing 29/9/06 to 28/12/06	1071.00	
		Vat <u>187.43</u>	1258.43
Kent County Council:	Internal Audit 3 rd Visit of 6	250.00	
		Vat <u>43.75</u>	293.75
Kent County Council:	Stationery & Tennis Nets	238.50	
		Vat <u>41.73</u>	280.23
Local Council Update:	Subscription Renewal		65.00
Parker Merchanting:	Rigger Boots, Wipes & Gloves	98.69	
		Vat <u>17.27</u>	115.96
Parkfoot Garage Ltd:	Diesel for Parish Vehicle	25.53	
		Vat <u>4.47</u>	30.00
Dean Pullinger:	January Play Area Locking		25.00
John Shaw [Machinery]	Parts for Toro	14.98	
		Vat <u>2.62</u>	17.60
Southern Water:	NRRG Toilet Block		22.64
Travis Perkins:	General Sundries	23.11	
		Vat <u>4.04</u>	27.15

Payments Authorised Under Section 142 of the Local Government Act 1972

Malling Area Volunteer Bureau:	Donation		200.00
Citizens Advice Bureau:	Donation		100.00
Victim Support Kent:	Donation		100.00

Payment Authorised Under Section 144 of the Local Government Act 1972

Ditton Heritage Centre Limited:	Donation & 50% of Bucket Collection		750.00
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Imprest Account – Breakdown of January Expenses

Carried Forward 1 st January 2007		1387.17
Add PC reimbursement		5112.83
Raffle Prize Reimbursement		<u>383.61</u>
		6883.61
Deduct: January Expenses		
Voucher Charge	3.64	
Kent ARA Subs	35.00	
OSA Expenses	251.23	
Centre Expenses	360.50	
KAPC Training	117.50	
Postage Stamps	142.00	
T&MBC Business Rate	116.04	
Petty Cash	70.21	
Raffle Prizes – Valentines Dance	57.53	
Inland Revenue	<u>5261.69</u>	<u>6415.34</u>
		468.27
Sum to be drawn on 5 th February 2007		<u>6031.73*</u>
		<u>6500.00</u>

*Sum required to restore balance to £6500

(c) Promotions Account

Schools Entertainment: Phil Dando Big Band for Valentines Dance 2000.00
Services:

(d) Direct Debits – Paid During December 2006

The following direct debits paid during December 2006, were **READ, APPROVED** and **NOTED**:-

[i] DITTON PARISH COUNCIL ACCOUNT

01.12.06	02	22.38	
05.12.06	WPA	380.15	
05.12.06	RBS (Mentor)	350.13	
08.12.06	Nildram (Broadband)	42.82	
18.12.06	Information Commissioners	44.29	(Data Protection Fee)
22.12.06	EBS Direct Debits	40.00	

[ii] DITTON COMMUNITY CENTRE BAR ACCOUNT

01.12.06	Sky Business Centre:	266.13	
11.12.06	Post Office Ltd	43.89	
20.12.06	Scottish Courage: Stock	7,318.46	
21.12.06	Waverleys	733.04	
22.12.06	AMLD –Gaming Machine	222.08	
27.12.06	BOC Manchester: - Beer Gas	229.13	
28.12.06	Walkers Snacks Ltd	207.55	

29.12.06	Nat West Account Charge	55.00
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[iii] DITTON COMMUNITY CENTRE ACCOUNT

20.12.06	Tonbridge & Malling BC	1266.00
27.12.06	EDF Energy Elec	700.00
31.12.06	Nat West Account Charge	55.00

(e) **Upgrading of the Bankline System – Registration**

Information regarding the discontinuation of the current Bankline service, together with details of the upgrading of the system were **READ** and it was **NOTED** that the Chairman is required to sign a new document to register for the upgraded service.

RESOLVED this Council registers for the new upgraded service and authorises the Chairman to sign the mandate.

(f) **Parish Council Dances – Review of Ticket Prices**

Discussion took place on the current ticket price and whether an increase should be applied. It was **NOTED** that there has been no increase in ticket costs since 2000.

RESOLVED to refer this to the next meeting of the Finance and Administration Committee.

(g) **Purchase of Portrait of The Queen**

Cllr. Beadle reported that it is not possible to obtain a copy of the Annigoni portrait of the Queen and showed Members a copy of an alternative portrait which would cost in the region of £90 - £100 to purchase complete with frame.

RESOLVED to purchase the alternative portrait as seen.

(h) **Estimate for Purchase of CCTV for Kilbarn Foyer**

An estimate of £340.00 to install CCTV in the Kilbarn Club Foyer was **READ** and it was **NOTED** this includes the switch connection to enable it to be monitored from the Caretakers office.

RESOLVED this be purchased from central funds

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

This item was dealt with earlier in the meeting.

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

This item was dealt with earlier in the meeting.

475. **PLANNING MATTERS**(a) **Plans Received for Comment**

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 and consider them solely on the basis of evidence placed before him at that meeting

TM/06/02023/AT	Fascia Signs	Broadmead House New Hythe Bus. Park
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RESOLVED NO OBJECTION

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

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

TM/06/03896/ORM	Minor amendment of TM/03/03415/FL (Erection of 370 Dwellings etc)	Apartment Block 'W' Former Frantschach Site <u>GRANTED</u>
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TM/06/04007/RD	Details of foundations submitted pursuant to Condition 7 of TM/06/00615/FL (New Dwelling	32 Ditton Place <u>APPROVED</u>
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TM/06/03988/RD	Details of external materials submitted pursuant to Condition 7 of TM/06/00615/FL (New Dwelling	32 Ditton Place <u>APPROVED</u>
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TM/06/03581/FL	Demolition of single storey rear addition and building of replacement toilet extension	Ditton Heritage Centre <u>APPROVED</u>
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(c) **'B' Lists**

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

07/02 - 15.01.2007; 07/03 - 22.01.2007

(d) **TM/06/2288/FL, New Road Business Estate**

Additional information regarding the proposed elevational treatment of the sub-station, linking to wall to rear of parking places fronting Plot 11, was **READ** and **NOTED**.

476. **ANNUAL PARISH MEETING, 23rd APRIL 2007**

(a) **Format**

RESOLVED the format will remain the same as last year.

(b) **Speaker/s**

Discussion took place.

RESOLVED to invite the Community Warden to give a presentation on the duties of a Community Warden.

477. **DITTON ALLOTMENTS**

(a) **Information from NALC**

It was **NOTED** that a response to this Council's query has not yet been received.

(b) **Communication from Cllr. Baker**

A letter from Cllr. Baker, regarding remarks made by an allotment tenant at a recent meeting with representatives of the allotment tenants, was **READ** and it was **NOTED** that it had previously been agreed to await the response from NALC before considering whether to take any action.

478. **RAGSTONE COURT/DITTON QUARRY BOUNDARY**

It was **NOTED** that the resident concerned has requested a formal request from this Council's Solicitor to ask for permission to go onto his land to measure the distance between the front and rear of his property. **FURTHER NOTED** that since receiving this request he has advised that he will be away for two weeks and will be taking legal advice before responding to the request.

This Council's solicitor will send a further letter upon the residents return. If there is no progress after that, he feels the matter will need to be passed on to the litigation department.

RESOLVED that, if the matter goes to litigation, this Council will ask for costs to be awarded.

479. **DITTON GAZETTE – COPY DEADLINE**

Cllr. Day advised Members of the copy received to date and it was suggested that the following items be included in the next edition, subject to space:-

- Equipment Marking Scheme – Cllr. Mulcuck will obtain the details
- Response from NALC regarding Finance
- Installation of new village clock

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

Cllr. Mulcuck pointed out the campaign details for 'End Operation Stack'. Members can sign up to the 'End Stack Now' petition on KCC's website at WWW.kent.gov.uk.

481. **INVESTMENT**

Cllr. Beadle gave a summary of the progress of the investment, a report and details of which had previously been circulated.

The Chairman moved that in view of the employment issues to be discussed, the press and public will be temporarily excluded from the meeting and instructed to withdraw in accordance with Standing Orders 27 & 50.

482. **CONFIDENTIAL MEMORANDUM BOOK REF: CM 338**

The above confidential memorandum detailing staff salaries for financial year 2007/2008 was **READ** and **ACCEPTED** as a correct record.

483. **CLOSURE**

The meeting closed at 9.58pm.

Chairman
5th March 2007