

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 5th SEPTEMBER 2005

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, A R MULCUCK, MRS M MULCUCK, P A THORPE, MRS A THROSSELL & MRS J F THWAITES.
MRS S J KAVANAGH [Clerk of the Council] & MRS N GREENAWAY [Admin. Assistant]

216. **OPENING OF MEETING**

The Chairman opened the meeting at 7.35pm

217. **APOLOGIES**

Apologies previously notified were **RECEIVED** and **ACCEPTED** from Cllr. Mrs J A Thorpe.

218. **DECLARATION OF INTERESTS & EXPENDITURE**

Cllrs. J Beadle, Mrs A Beadle, Mrs J E DeSave & J E DeSave declared an interest in item 227(a) as they are neighbours of one of the applicants.

Cllrs. J Day, A R Mulcuck, Mrs M Mulcuck and Mrs J F Thwaites declared an interest in item 230 as they are members of Ditton Bowls Club.

Cllrs. Mrs A Beadle & J Beadle declared an interest in item 231 as they are members of the Twinning Association.

219. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 1st AUGUST 2005**

The minutes of the meeting held on 1st August 2005 were **CONFIRMED** and **SIGNED** as a correct record.

220. **MATTERS ARISING**

There were no matters arising.

221. **CONFIRMATION & SIGNING OF MINUTES OF A MEETING OF THE PLANNING COMMITTEE HELD ON 18TH AUGUST 2005**

The minutes of the Planning Meeting held on 18th August were **CONFIRMED** and **SIGNED** as a true record.

222. **MATTERS ARISING**

There were no matters arising.

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

The following correspondence was CIRCULATED, READ and NOTED:-

Ton & Malling Borough Cncl:	<u>Minutes of Council, Cabinet & Committee Meetings April 14th - June 29th</u> <u>Weekend Bulky Household Refuse Service</u> <u>'Here & Now' August/Sept 2005</u> <u>Parish Partnership Panel - Meeting 1st September 2005</u> - Copy herewith
Russett Homes:	<u>Annual Report & Accounts for 2004/2005</u>
Kent County Council:	<u>6 Easy Ways to Reduce your Household Waste</u> <u>Countryside Management in Kent</u>
Medway Valley Countryside Partnership:	<u>Working with Parish Councils</u> <u>Annual Report 2004/2005</u> <u>Mid-Kent Pond Project & River Rubbish Roundup</u>
Mentor:	<u>Partners in Protecting Your Business Summer/Autumn 2005 - Issue 4</u>
Kent Police Authority:	<u>Safer Kent Awards</u> <u>Maidstone & Malling Newsletter for Parish Councils July 2005</u>
Mr Clarke:	<u>Priory Park - Motorbike nuisance (copy of communication sent to Mr C P Martin)</u>
Countryside Agency:	<u>Managing Public Access</u>
KAPC:	<u>Parish News, Issue 310 - 3.8.2005</u>
Kent Volunteers:	<u>Awards for Volunteering Excellence 2005</u>

Kent Wildlife Trust:

Events October 2005 – January 2006

Natural World, Summer 2005

Annual Review, Summer – December 2004

'Wild Kent' - Issue 2 2005

Local Councils:

'Update', August 2005 – Issue 70

Applause:

Programme of Events September – December 2005

(b) For Decision

North Downs Way:

National Trail Strategy, Consultation Document

The consultation document, which had been previously circulated, was **READ** the recommendations **NOTED**.

RESOLVED this Council finds it a comprehensive document and has no comment to make other than that it endorses the recommendations contained in it.

Maidstone Borough Council:

Maidstone Local Development Framework

Cllr. Mulcuck agreed to peruse this document and draft comments, if appropriate.

Members expressed their concern that the document was received on the 5th August, when the Council was in recess, and required comments by the 8th August, giving Councils only 3 days to respond.

Local Works:

Campaign for the Sustainable Communities Bill

Members expressed concern at the decline of local services and facilities and the resulting decline of local jobs.

RESOLVED to support the Sustainable Communities Bill

224. FINANCE

(a) Accounts Received

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

	Multi Sports Income:	649.00
to Grounds	Ditton Junior School: 259.48	Maintenance

Horticulture Show:	Unused Funds	126.93
Advertisements	Ditton Gazette : 139.00	Income from
2005/06	Castle Colts FC: 125.00	Pitch Fees
Preparation	Mr Bayford: 90.00	Food &
60.00	Ditton Petanque Club:	Food
Water NRRG Changing Rooms	Ditton Minors FC: 36.41	Electricity &

(b) **Accounts for Payment**

The following accounts were **ACCEPTED, APPROVED** and **PAID**:-

Salaries:	Gross: 12571.98	Net: 9508.16
DPC Imprest A/C:	Reimbursement	5171.48
AquAid [Kent]:	Still Water	12.50
	Vat <u>2.19</u>	14.69
Astra Security Systems:	Keys for Top Gate , padlocks etc	105.31
	Vat <u>18.43</u>	123.74
Ditton Parish Council:	Oaken Hall Hire - 29 th October 2005	252.00
Faversham Trophies:	Decanter for Mayor of Rang-du-fliers	51.06
	Vat <u>8.94</u>	60.00
Mrs Marilyn Grantham:	Reimbursement of Eye Test Fee	20.00
	Parish Council Contribution to Glasses	<u>75.00</u>
Mrs Nicola Greenaway:	Reimbursement of Eye Test Fee	18.95
Horticruitment:	Recruitment Agency re. Groundsman	1854.00
	Vat <u>324.45</u>	2178.45
Mrs Sue Kavanagh:	Reimbursement of Eye Test Fee	30.00
Kent County Council:	Hand Cleaner, Stationery & Toilet Paper, Pitch & line marker	178.01

		Vat <u>31.15</u>	209.16
Land Technics Ltd:	Beacon 12v Pole	29.75	
	Grease Gun, Cartridge	<u>25.20</u>	
		54.95	
		Vat <u>9.62</u>	64.57
Monro South:	Spray suits and Glyfos Total Spray	44.30	
		Vat <u>7.76</u>	52.06
Mower Plant Services:	Karcher Pressure Washer & Honda Blade	67.07	
		Vat <u>11.73</u>	78.80
Nico Office Limited:	Colour Toner Kit - Minolta Printer	345.00	
		Vat <u>60.38</u>	405.38
Nildram, Limited:	ADSL Multiple 08.08.05- 07.09.05	37.00	
		Vat <u>6.48</u>	43.48
Parkfoot Garage Limited:	Fuel for Parish Vehicle	34.04	
		Vat <u>5.96</u>	40.00
RBS Software Solutions:	Annual Software Maintenance	50.00	
		Vat <u>8.75</u>	58.75
RBS Accounting Solutions:	Year End Accounts Preparation Band C for year ending 31.03.05	990.00	
		Vat <u>173.25</u>	1163.25
R & D Club Supplies:	BKG Plaque Engraving	25.15	
	BKG Trophies	<u>43.86</u>	
		69.01	
		Vat <u>12.08</u>	81.09
Mr Clive Stanley:	Webmaster Charges x 22 Hours 1/6/05 - 31/8/2005		484.00
Tarmac Limited:	Temporary Licence Fee Quarry Land		10.00
Ton & Malling Boro' Cncl:	Fourth Week of 2005 Summer Playscheme		517.50
Three Towns Office Equip:	Premier Grip Binders	7.92	
		Vat <u>1.38</u>	9.30
Travis Perkins Trading Co: Limited:	Wood for Notice Board situated at Woodlands Parade		133.73
		Vat <u>23.40</u>	157.13
West Sole Fencing Co:	Fencing to ex Toilet Area NRRG	250.00	
		Vat <u>43.75</u>	293.75

Ditton Parish Council Imprest Account - Breakdown of Expenditure during August 2005

Carried Forward		1141.51
Add: PC reimbursement		<u>4858.49</u>
	Carried F/wd	6000.00
	Brought F/wd	6000.00
Deduct: August Expenses		
Voucher Charge	3.25	
Inland Revenue	4483.59	
Postage Stamps	51.00	
Best Kept Garden Comp Expenses	184.00	
Community Centre Expenses	283.32	
Personnel Expenses	42.28	
Gift to Mayor of Rang-du-fliers	45.00	
Petty Cash	<u>79.04</u>	<u>5171.48</u>
		828.52
Sum to be drawn on 5 th September 2005		<u>5171.48*</u>
BALANCE		<u>6000.00</u>

*Sum required to restore balance to £6000

(d) Direct Debits Paid During July 2005

The following Direct Debits paid during July 2005 were **READ, NOTED** and **APPROVED**:-

[i] DITTON PARISH COUNCIL ACCOUNT

01.07.05	02	25.31
05.07.05	WPA Health	380.15
08.07.05	Mentor	284.36
12.07.05	Public Works Loan Board	3106.05
18.07.05	CF Asset Finance	846.98
20.07.05	Pace Petroleum	40.49
22.07.05	Nat West Bank Line	40.00
26.07.05	Siemens Financial Services	564.00
27.07.05	Euphony Comm. Ltd	17.30
28.07.05	Nat West Business Card	224.17

[ii] DITTON COMMUNITY CENTRE BAR ACCOUNT

01.07.05	Sky Business	227.95
11.07.05	Post Office Ltd	58.52
15.07.05	Sky Business	705.00
20.07.05	Scottish Courage - Stock	4639.69
21.07.05	Beer Seller	774.21
22.07.05	HMC &E - Gaming Machine	124.00
25.07.05	BOC Manchester - Beer Gas	211.50

25.07.05	Walkers Snacks Ltd	197.10
29.07.05	Nat West Account Charge	55.00

[iii] **DITTON COMMUNITY CENTRE ACCOUNT**

20.07.05	Tonbridge & Malling BC – Business Rate	1408.00
29.07.05	Nat West Account Charge	55.00

(e) **Financial Arrangements with Parish Councils**

Information from the Borough Council regarding annual allocations under the scheme, was **READ** and the final date for submission of grant applications **NOTED** as 28th October 2005.

RESOLVED not to apply for any grants for special works or capital projects for the next financial year, as these grants require a degree of match funded.

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

Borough Councillor M J Porter reported on the following matters:-

- **Woodlands Parade** – Still progressing, but awaiting settlement of legal agreement with the owner of the land.
- **Coldharbour Roundabout** – Pedestrian operated lights are to be installed.
- **Bus Lane A20 by Hermitage Lane** – this is now in operation. The scheme reportedly cost £100,000 and enables buses to save one minute in negotiating the traffic lights. The bus lane proposed for Larkfield Traffic lights will follow shortly.
- **Planning application for 2 new bungalows in rear of 9 & 11 Woodlands Road**
- **Removal of advertising boards junction of Bradbourne Lane and A20**

County Councillor G Rowe reported on the following matters:-

- **Community Liaison Manager for Tonbridge and Malling** - Loic Flory has been appointed and commenced his appointment on the first of this month. He will be working with the KCC Local Members Board.

The next Board meeting is scheduled to be held at 7.15pm on Wednesday 28th September at Tonbridge Castle, preceded by T&M Youth Advisory Board at 6pm.

- **KPA/T&M CDRP Public Consultation** – A meeting will be held on Tuesday 6th September at Tonbridge Baptist Church, Darenth Ave, starting at 6pm for young people and 7.30pm for the wider community.
- **S.E. Plan** - A Public Meeting to discuss the plan will be held on Tuesday 4th October 2005 at 7pm at the University of Kent site, Kings Hill.

- **The new Chair of KPA** - will be visiting Malling from 11.30am on Thursday 27th October, to see as much of neighbourhood policing in operation as possible. Unsure at the moment if Ditton will be involved.
- **Community Warden replacement** - KCC hope to recruit next week for Joanne De Simone's replacement. After training they should be in the area by the end of October.
- In the meantime help will be provided by Spencer Goddard (Senior Warden on 07969 584173) and Aylesford Warden (Sara Battledore 07813 694140). Sara should normally be the contact for the next few weeks.
- **Kent Highway Services, Kings Hill Unit** - Office will be moving to Gravesend Tuesday 6th September 2005 but they can still be contacted on their usual T&M direct dial numbers for the next few months or alternatively on 08458 247 800.

Their address is now West Kent Division, Kent Highway Services, Joynes House, New Road, Gravesend, Kent, DA11 0AT.

- **Heritage Open Day** - takes place this weekend. Ditton Heritage Centre is open from 10am - 2pm on Sunday.
- **Licensing Act 2003** - the following applications have been received by TMBC:-

Ditton Community Centre
 Ditton Club
 One Stop Ditton
 Walnut Tree Ditton
 Papas Ditton
 Texaco Express Ditton.

- **Joint Transportation Board** - the next meeting is scheduled for 12th Sept .
- **Woodlands Parade** - the scheme is still being progressed.
- **Disability Working Party** - next meeting Wed. 28th Sept. Items for the agenda should be sent to TMBC as soon as possible.
- **Local Development Framework** - Public Consultation on Preferred Options will begin on Friday 16th September. All comments must be submitted in writing to the Borough Council by Friday 18th November.

Exhibitions will be held as follows:-

Borough Green Village Hall - Friday 23rd September 3-8pm
 - Saturday 24th September 10am-3pm

Larkfield Leisure Centre - Tuesday 27th September
 - Wednesday 28th September
 - Thursday 29th September 3-8pm

Burham Village Hall - Friday 30th September 3-6pm
 - Saturday 1st October 10am- 3pm

LDP Conference - Tuesday 13th October 7.30pm in the Council Chamber at T&MBC.

- **Kent War on Waste** – new literature.

Members raised the following matters with County Councillor Rowe

- The logic behind the bus lanes
- Details of the research undertaken which led to the installation of the bus lane
- Procedure for requesting one-way traffic systems in a parish

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

Members were advised that the Community Warden for Ditton, Joanne DeSimone, has resigned. It was **NOTED** that arrangements are in hand to recruit a replacement; however, that person will have to undergo training which means they will not be on duty in Ditton until at least October.

There were no other police officers present.

227. **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/05/02510/TNCA	Cut down 14 Lleylandii and one Sycamore tree at rear of	12a Ditton Ct. Close
	RESOLVED NO OBJECTION, BUT WOULD PREFER TO SEE THE TREES REPLACED WITH SOMETHING OTHER THAN LLEYLANDII	

TM/05/02540/FL	Single storey rear & side extension and New Roof to garage	443 London Road
	RESOLVED NO OBJECTION	

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

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

TM/05/01768/FL	Retrospective application for a sun lounge	592 London Road
		<u>GRANTED</u>

TM/05/01996/TEPN56	Prior notification submission in respect Of installation of one no. 9.7m High Freestanding monopole with three Antenna, radio equipment housing And ancillary development	Land Fronting T A Centre
	<u>PRIOR APPROVAL NOT REQUIRED</u>	
TM/05/01174/FL	Erection of 1 No four bedroom detached House with detached garage	Land between 95-101 New Road <u>REFUSED</u>
TM/05/01147/FL	Provision of living room and third Bedroom extension at first floor Level	68 Fernleigh Rise <u>GRANTED WITH CONDITIONS</u>
TM/05/01849/FL	Conversion of garage to kitchen, replacement Of existing flat roof with pitched roof to Match existing and replacement conservatory	34 Fernleigh Rise <u>GRANTED WITH CONDITIONS</u>
TM/05/0208/FL	Conservatory	18 Acorn Grove <u>GRANTED</u>

(c) **'B' Lists**

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

05/31 - 08.08.2005; 05/32 - 15.08.2005

(d) **Notes, Minutes Etc. of Area 3 Planning Sub-Committee**

READ and **NOTED**.

(e) TM/05/00959 - Cobdown House, London Road, Ditton

- (i) INVITATION TO SITE VISIT 17/8/2005 - previously sent to planning chair & vice-chair

Cllr. Mulcuck advised that he attended the site meeting on the 17th August and found it very informative and professionally conducted by the Officer.

Cllr. Mulcuck expressed concerns at the proposed parking arrangements and the bridge over the stream which is owned by the Sports Club.

- (ii) INVITATION TO SPEAK AT AREA PLANNING COMMITTEE ON 25TH AUGUST 2005 - previously sent to planning chair & vice-chair

As the Council had no additional comments to make, no request to speak was lodged.

(f) **Hermitage Quarry**

A communication from KCC, advising that the following proposals were reported to their Planning Committee on 16th August 2005, was **READ** and **NOTED**:-

- TM/03/2782 - Variation of conditions under ref TM/88/295
- TM/03/2784 - Proposed Eastern Extension
- TM/03/2787 - Variation of conditions under ref TM/95/761

(g) **Part 2 Consultation on the South East Plan: September 5th - October 17th 2005**

Cllrs. Baker and Mulcuck agreed to peruse this document and draft comments for the next meeting.

(h) **Former Franschacht Site - Appeal by Barratt Southern Counties**

It was **NOTED** that the application has been granted at Appeal.

(i) **Review of Supported Local Bus Services in the Malling Area (including buses to Maidstone Hospital) 58, 158, 88 & 81**

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

228. **DITTON GAZETTE**(a) **Publication date**

The Chairman advised he is putting the final touches to the gazette and hopes to have the Autumn edition ready for printing in the next two weeks.

(b) **Items for inclusion**

Cllr. Baker asked that details of the Remembrance Day services be included in this edition.

Cllr. Mulcuck suggested that Committees be featured in each future edition of the gazette and the Committee Chairs and Vice-Chairs be asked to draft interesting copy about the work and achievements of their committee.

229. **REMEMBRANCE DAY**

Cllr. Mulcuck advised that a meeting with all parties involved has been arranged on 29th September 2005 to finalise arrangements.

Cllr. Mulcuck confirmed that the services would be more traditional than last year with more traditional hymns and the Lesson more relevant to the memorial service.

RESOLVED that, delegated power be given to the Clerk & Cllr. Mulcuck to order wreaths, & the sound system for the services.

230. **DITTON BOWLS CLUB - MAINTENANCE**

A communication from the Chairman of the Bowls Club was **READ** and it was **NOTED** that they wish to terminate the maintenance contract as from the 30th September 2005 and undertake the work themselves.

It was **NOTED** that the sum the Council received for this service covered only the staff cost involved and machinery fuel; all chemicals etc., were paid directly by the club.

FURTHER NOTED that the time the grounds staff spent undertaking the bowls green maintenance will now be utilised undertaking the maintenance of Ditton Court Quarry, as the Quarry Working Party who carried out this work in the past has now disbanded.

In addition to these duties, the Public Rights of Way Officer has invited this Council to discuss the possibility of it entering into a contract with Kent County Council for vegetation clearance of the public footpaths in the parish.

231. **DITTON TWINNING ASSOCIATION**

(a) **Minutes of meeting held 25th August 2005**

Minutes of the meeting held on 25th August, which had been previously circulated, were **READ** and **NOTED**.

(b) **Financial Situation**

A communication from the Twinning Co-ordinator was **READ** and their difficulty in raising sufficient funds to entertain the French when visiting was **NOTED**.

Discussion took place and Members felt that the Parish Council ought to be more involved in Twinning matters. Members were mindful, however, of the excellent way which the Twinning Association is run and, whilst they would not wish to interfere in its management in anyway they felt the Council should assist financially and help with fundraising projects whenever possible.

RESOLVED to assist the Twinning Association financially, on an annual basis, but the level of assistance be referred to the Finance and Administration Committee to enable them to investigate the previous years expenditure and next years projected expenditure.

232. **FORMATION OF WORKING PARTY FOR VILLAGE OF THE YEAR COMPETITION 2006**

RESOLVED not to participate for the next few years but include this item on the agenda each September as a reminder.

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

There were no matters arising.

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In view of the confidential nature of the business about to be transacted, the Chairman moved that the press and public be excluded from this part of the meeting in accordance with Standing Orders 27 & 50.

234. **LAND AT BELL LANE**

Members were advised that determination of the planning application has been delayed yet again due to the Highway Authority's concerns regarding the impact of additional traffic on Junction 4 of the M20. It appears that KCC's parking standards are higher than those issued by the Deputy Prime Minister, which means the traffic movements projected to and from this site, and the likely impact on junction 4, are exaggerated.

It is understood that the prospective purchaser was to have a meeting with the Highways Authority last week to try to resolve the matter. It is also understood that the Borough Council are satisfied that all other issues have been satisfactorily addressed and can see no reason to refuse the application.

The latest information is that the prospective purchaser has submitted an amended planning application showing wider parking spaces, thereby reducing the number of parking spaces to be provided at the site.

235. **INCREASE IN MINIMUM WAGE - OCTOBER 2005**

It was **NOTED** that the national minimum wage will be increased in October 2005 from £4.85 to £5.05 and an additional increase to £5.35 in October 2006.

RESOLVED to increase the Monday to Thursday rate for casual bar staff in October in line with the new minimum wage.

236. **PERSONNEL MATTERS**

(a) **Appointment of Groundsman**

Members were advised that Graeme Sedgewick has been selected by the interview panel and commenced work as a groundsman today, 5th September 2005. Graeme has extensive qualifications and experience and will be an asset to the Council's grounds staff.

Details of his employment are recorded in the Confidential Memorandum Book Ref CM 327.

(b) **Communication from Member of Casual Bar Staff**

NOTED that the member of staff concerned has advised she does not wish to take this matter any further.

Details of her communication are recorded in the Confidential Memorandum Book Ref. CM328.

(c) **Senior Member of Bar Staff - Advice from Mentor**

Advice from Mentor, the Council's Personnel Advisors, regarding disciplinary action was **READ** and **NOTED**.

Considerable discussion took place.

RESOLVED to adhere to Mentor's advice, details of which are recorded in the Confidential Memorandum Book Ref. CM329.

Cllrs. J E DeSave and P A Thorpe asked for it to be recorded that they voted against the resolution.

237. **CLOSURE**

The meeting closed at 9.56pm

Chairman
3rd October 2005