

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 5th DECEMBER 2005 AT 7.30PM

Ditton Community Centre
Kilnbarn Road
Ditton
AYLESFORD
Kent ME20 6QR

Tel: 01732 844749
Email: clerk@dittonparishcouncil.gov.uk

Sue Kavanagh
Clerk of the Council

29th November 2005

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 MEETINGS HELD 7th NOVEMBER 2005**
5. **MATTERS ARISING**
6. **MINUTES OF MEETINGS HELD DURING NOVEMBER 2005**
 - (a) **Community Centre Committee, 14th November 2005**

RECOMMENDATIONS:

 - [i] CEDAR ROOM/GUIDE HQ [Page 302, Item 372(b)]
 - [ii] BAR MATTERS [Page 303, Item 373(b)]
 - [iii] QUOTATION FOR CLOAKROOM IMPROVEMENTS [Page 304, Item 374(c)]
 - (b) **Planning, Highways & Transportation Committee, 21st November 2005** - circulated
 - (c) **Open Spaces & Amenities Committee, 21st November 2005** - circulated
 - (d) **Finance and Administration Committee, 28th November 2005** - herewith

[i] DISASTER RECOVERY PLAN [Page 218, Item 414] - Recommendations

(e) **Extraordinary Personnel Meeting, 28th November 2005**

(f) **Family Day Committee, 16th November 2005** – herewith

(i) Bucket Collection

(ii) Provision of Barbeque

7. **CORRESPONDENCE**

(a) **For Noting**

Clerks & Councils: Local Council 'Update' Issue 42, November 2005

'Direct' No73, November 2005

Ton & Malling Borough council: Agenda & Minutes of Standards Committee

Sports Activities and Coach of the Year

Award

Christmas Refuse and Recycling Arrangements

Action with Communities in Rural Kent: 'Rural News No. 70 + enclosures

Ditton Infant School: Letter of Thanks

Kent & Medway Mental Health Helpline: 'Rethink'

CPRE: 'Voice' Autumn 2005

Maidstone & T. Wells NHS Trust: Annual Report 2005

Kent Police Authority: Reorganisation of Police Forces

(b) **For Decision**

Global Action Plan: The Small Change Project in Kent

New Local Government Network: Invitation to Conference 2nd February 2005

KAPC:
8.12.2005 Invitation to Area Committee Meeting

KCC: Kent & Malling Local Board \Meeting 6.12.2005

Ditton Twinning Association: Tombola

Tonbridge & Malling Borough Cncl: Twining Opportunity with Amandola, Italy

8. **FINANCE**

(a) **Accounts Received**

	Ditton Vets FC:	Food Prep	10.00
763.75	Ditton Bowls Club:	Final Invoice – Bowls Maintenance	
	Ditton Junior School:	Maintenance to Grounds	259.48
388.54	Family Day Committee:	Reimbursement of Glow in the Dark Products	
	Bucket Collection:	Income 5 th November 2005	1229.20
	Photocopy Users:	Income	10.00
	Multi Sports Users:	Income	444.00
749.00	Troutbeck Residents:	50% Donation towards Pallisade Fencing NRRG	

(b) **Accounts for Payment**

	Salaries:	GROSS: 16244.21	NETT
	11906.75		
5605.62	DPC Imprest Account:	Reimbursement of November Exps.	
2856.88	Kent County Council:	Superannuation – November 2005	
29.38	AquAid [Kent]:	Water	25.00 Vat <u>4.38</u>
46.88	Astra Security:	6 x Allotment Keys	39.90 Vat <u>6.98</u>
321.25	Brandon Hire PLC:	Tower Lights	166.00
		Min Turf Cutter	72.00
		Long Reach Hedge Trimmer	<u>35.40</u>
			273.40
			Vat <u>47.85</u>
120.00	Mr G Cooper:	Rabbit Control	
162.43	Dark Knight Security:	Bonfire Night Patrol	138.24 Vat <u>24.19</u>

294.00	Ditton Community Cnt:	Hire of Hall NYE	
	Initial Fire & Security:	Alarm Contract – OSA	73.94
86.88			Vat <u>12.94</u>
295.13	Kent County Council:	Waterproof Jacket & Trousers, Paper, Pitchmarker, Liners for Refuse Bins & Rock Salt	251.17 Vat <u>43.96</u>
293.75	Kent County Council:	Internal Audit – 03/10/05	250.00 Vat <u>43.75</u>
10.29	Land Technics:	Air Compressor	8.76 Vat <u>1.53</u>
414.28	Mid Kent Water:	Water – Bowls & Allotments	
41.34	Parker Merchanting:	Measuring Tape – For Football Pitches & Latex Gloves	35.18 Vat <u>6.16</u>
92.10	Parker Garage Ltd:	Diesel for Vehicle	78.38 Vat <u>13.72</u>
70.00	N P Saunders:	Plants for War Memorial	
20.00	SERPA:	Annual Contribution - South East Regional Play Association 2006/07	
152.75	Style Fashions [Kent] Ltd:	Signs for Allotments & Centre Bins	130.00 Vat <u>22.75</u>
108.76	Three Towns Office Equipment Ltd:	Typist Chair SASCO Wall Planner – 2006	80.00 <u>12.57</u> 92.57 Vat <u>16.19</u>
1760.15	West-Sole Fencing Co:	Pallisade Fencing to NRRG	1498.00 Vat <u>262.15</u>

FROM CHARITIES ACCOUNT:

Ditton Pop-in Club: Seasonal Donation (Sec. 137 prev. agreed)

Age Concern: Seasonal Donation (Sec 137 prev. agreed]

FROM PROMOTIONS ACCOUNT:

Todd Miller: Dance 16/12/05 To be Advised
Dance 17/12/05 To be Advised

Val Miller: NYE Dance 1900.00

(c) **Accounts Paid Between Meetings**

Popi Printers: Printing Ditton Gazette 1579.00

Lawrence Insurance: Engineering & Computer Insurance 1087.50

DITTON PARISH COUNCIL IMPREST ACCOUNT - Expenditure November 2005

Carried Forward 1st November 2005 829.64

Add: PC reimbursement 5170.36
6000.00

Deduct: November Expenses
Voucher Charge 3.25
Inland Revenue 5061.22
Community Centre Exp 92.20
NALC- Quality Council Application 117.50
OSA Expenses 164.50
Lotteries Licence Fee 17.50
Petty Cash 132.95
Poppy Wreath 16.50 5605.62
394.38

Sum to be drawn on 5th December 2005 5605.62
BALANCE **6000.00**

*Sum required to restore balance to £6000

(d) **Accounts for Payment – Community Centre**

All Day-All Night Renew Ball Valve 65.00
Plumbing: Replace Cistern Siphon 57.00
Investigate damp walls in Carman Hall 320.00
422.00
Vat 77.35 519.35

Easyprint: 10 A6 Receipt Books 69.10

	5 A5 Invoice Books	58.00	
	Carriage	<u>6.00</u>	
		133.10	
		Vat <u>23.29</u>	156.39
Goldstar:	Carpet Cleaning	45.00	
		Vat <u>7.88</u>	52.88
Initial Textile Services:	Towel Rental	55.80	
		Vat <u>9.77</u>	65.57
Initial Electronic Security Systems Ltd: Kent County Council:	Re Set System due to error	55.00	
	Cleaning Material, Stationery & Table Knives	Vat <u>9.63</u>	64.63
		191.77	
		Vat <u>33.56</u>	258.89
Peeks of Bournemouth:	Christmas Decorations	126.78	
	Carriage	<u>5.50</u>	
		132.28	
		Vat <u>23.15</u>	155.43
Seaboard Energy:	Electricity to 14 th November 2005	3036.29	
		Vat <u>531.36</u>	3567.65

Deposit Refunds

Oaken Hall

19.11.05	50.00
21.11.05	1.25
26.11.05	50.00
02.12.05	84.50
03.12.05	50.00
03.12.05	50.00
04.12.05	50.00
10.12.05*	50.00
10.12.05*	50.00

The Don Carman Hall

03.12.05	50.00
10.12.05*	175.00
11.12.05*	50.00

* subject to inspection

(e) **Accounts for Payment Bar Account**

DCC Bar Imprest A/c:	Voucher Charge	3.25	
	Wages	71.42	
	Petty Cash	<u>77.98</u>	152.65
Adrian Mecklenburgh:	Post Mix Wine & Syrup	293.63	
		Vat <u>51.38</u>	345.01
Nivek Catering:	Kenco Coffee Filters, Cream, Straws & Tumblers	118.85	
		Vat <u>20.80</u>	139.65
Silver Springs Minerals Limited:	Soft Drinks	86.25	
		Vat <u>15.09</u>	101.34
SSG Emprise Limited:	Monthly Keyholder Fee	30.00	

(f) **Direct Debits - Paid During October 2005**

[i] DITTON PARISH COUNCIL GENERAL ACCOUNT

03.10.2005	O2	19.23
04.10.2005	WPA Health	380.15
06.10.2005	Mentor	284.32
18.10.2005	CF Asset Finance	846.98
20.10.2005	Pace Petroleum	32.45
24.10.2005	EBS Direct Debits	46.50
27.10.2005	Euphony	18.55
28.10.2005	Siemens Financial Services	564.00
28.10.2005	Nat. West Business Account (Advert)	286.16

[ii] COMMUNITY CENTRE BAR ACCOUNT

03.10.2005	Sky Business	246.75
10.10.2005	Post Office Limited	58.52
19.10.2005	Beer Seller	1127.70
20.10.2005	Scottish Courage	6729.01
24.10.2005	HMC & E – Gaming Machine	124.00
25.10.2005	BOC Manchester	229.13
28.10.2005	Walkers Snacks Ltd	197.78
31.10.2005	Nat West Account Charge	55.00

[iii] DITTON COMMUNITY CENTRE ACCOUNT

20.10.2005	T & M B C – Business Rate	1408.00
31.10.2004	Nat West Account Charges	55.00

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

10. **PLANNING MATTERS**

(a) **Plans Received for Comment**

TM/05/03448/FL	Installation of an additional 350 Cubic metres ash storage silo Complete with ancillary equipment Including minor site roadway modifications	Aylesford Newsprint Bellingham Way
TM/05/03548/RD	Elevational details and floor plans Of dwelling on plots 8,9,10 & 11 Submitted pursuant to Cond 28 of TM/05/01013/FL	New Road Business Est.

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

TM/05/01013/FL	Demolition of existing industrial
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buildings and erection of new residential development comprising 6 one bedroom flats, 21 two bedroom houses, 62 three bedroom houses and 7 four bedroom houses; total 96 units; 186 garage/car port/surface parking spaces, new estate roads, open space and associated landscaping

New Rd. Business Est.
GRANTED WITH CONDITIONS

(c) **'B' Lists**

05/45 – 14/11/2005; 05/46 - 21.11.2005

(d) **Notice of Appeal – Site at Sheldon Court – Planning Application
TM/05/01329/FL: Erection of Garages for Units 1 & 2**

(e) **Maidstone Local Development Framework: Affordable Housing Development Plan
Document - Open space Development Plan Document**

(f) **Agenda, Notes etc for Joint Transportation Board Meeting 5th December 2005**

11. **REMEMBRANCE DAY** - Requested by Cllr. Baker

12. **MATTERS ARISING FROM “CORRESPONDENCE FOR NOTING”**

Chairman to move that the Press and Public be excluded from the remainder of the meeting in accordance with Standing Orders 27 & 50.

13. **LAND AT BELL LANE**

14. **CONFIDENTIAL MEMORANDUM BOOK**

15. **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.