

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 7th NOVEMBER 2005 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
2005

Email: clerk@dittonparishcouncil.gov.uk

Website: www.dittonparishcouncil.gov.uk

1ST November

MALLING DETACHED YOUTH PROJECT

**ANNA BRYANT WILL BE ATTENDING AT 7.00PM
TO GIVE A PRESENTATION ON YOUTH PROJECTS
AND DISCUSS YOUTH PROVISION IN DITTON**

i AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATION OF INTERESTS**
4. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 4TH OCTOBER 2004**
5. **MATTERS ARISING**
6. **MINUTES OF MEETINGS HELD DURING OCTOBER 2005**
 - (a) **Community Centre Committee, 10th October 2005** - Circulated
 - (b) **Planning, Highways & Transportation Committee, 18th October 2004** - Circulated
 - (c) **Open Spaces & Amenities Committee, 17th October 2005** - Circulated
 - (d) **Personnel Committee, 24th October 2005** - Herewith

(e) Twining Association, 22nd September 2005

(f) The Mary Ann Tassell Charity, 12th October 2005 - copy herewith

7. CORRESPONDENCE

(a) For Noting

KAPC: 'Parish News', Issue 312 - 24th October 2005

Minutes of Meeting held 15th September 2005

Annual Report 2004/2005

Notice of 58th AGM & Supporting Papers

Tonbridge & Malling B.C: 2005 Scrutiny Review - Youth & Play Development

TM Youth Forum - Wednesday 30th November 2005

Minutes of Council, Cabinet & Committee meetings

'Here & Now', Issue 5 Oct/Nov 2005

Local Government Finances

Grants to Voluntary & Community Groups

Parish Partnership Panel - Minutes of meeting held 1/9/05

NALC: 'Local Council Review' Vol. 57, No 4. November 2005

The Standards Board for
England: 'Town & Parish Standard: 04 & 05, November 2005

ROSPA: 'Staying Alive', Autumn 2005

Notice of AGM 21st October 2005

Mentor Services: 'Legal Update', Issue 13 October 2005

Kent County Council: Public Rights of Way Vegetation Clearance

Action with communities in
Rural Kent: Annual Meeting & Annual Report + enclosures

'Oast to Coast', Autumn 2005

CPRE: 'Countryside Voice', Autumn 2005

Ditton Twining Association: Letter of Thanks

Local Councils: 'Direct', Issue 72 October 2005

Kent Parishes: Kent Parish Councils 'News' Edition 1 September 2005

Southern Water: New Recycling Centre Plans

Kenward Trust: 'New Life', Issue 3 2005

Gullands: 'News', Summer 2005

Kent Police: 'Newsletter for Parish Councils, October 2005

(b) For Decision

Leybourne Grange Riding
Centre for the Disabled Invitation to 13th Anniversary of Annual Christmas Nativity
& Blessing

Ditton Bowls Club: Use of Ditton Bowls Club - response to the Clerk's communication
of 5th October 2005

Kent Police Authority: Restructuring of police forces in England and Wales

8. FINANCE

(a) Accounts Received

	Ditton Veterans FC:	Food Prep	10.00
	Ditton Veterans FC:	Pitch Fees 2005/06	125.00
	Ditton United FC:	Pitch Fees 2005/06	250.00
September	Ditton Infants School:	Maintenance August &	
			176.91
	David Workman:	Gazette Advertisement:	
			28.00
	Pasquales Hairdressers:	Gazette Advertisement:	
			28.00
	SR Interiors:	Gazette Advertisement:	
			60.00
	Ditton Guides & Brownies:	Energy Charges - Guide HQ	
			27.54
	HM Customs & Excise:	VAT Refund	97.75
	Multi Sports Income:	Multi Sports Users	269.00
	Ditton Petanque Club:	Food and Hall Hire	36.00

Photocopy Users: Photocopies 10.00

(b) **Accounts for Payment**

Salaries:	Gross: 13376.02	Net:	10051.43
Kent County Council:	Superannuation – October 2005		2318.00
DPC Imprest Account:	Reimbursement		5170.36 *
AquAid (Kent):	Sanitization	15.00	
		Vat <u>2.62</u>	17
.62			
Astra Security:	Top Track Lock	15.31	
		Vat <u>2.68</u>	17
.99			
D.K. Skips:	Allotment Skip	70.00	
		Vat <u>12.25</u>	82
.25			
Ditton Community Centre:	Christmas & New Years Dance		504
.00			
EDF Energy:	Un Metered Energy PL'S (Not Adopted)	41.81	
		Vat <u>2.09</u>	43
.90			
Essex Pyrotechnics Ltd:	Firework Display – 5 th November 2005	2600.00	
		Vat <u>455.00</u>	3055
.00			
G.B. Sport & Leisure:	Spares for Swings	41.00	
		Vat <u>7.18</u>	48
.18			
Kent County Council:	Stationery, Pitch Marker & 6 months Rental on PC Vehicle	2197.44	
		Vat <u>384.56</u>	2582
.00			
Land Technics Limited:	Locktite Stick	5.04	
		Vat <u>0.88</u>	5
.92			
Lawrence Insurance:	Motor Vehicle Renewal	670.95	
	Mowers & Tractor Insurance	<u>777.03</u>	1447
.98			
Mower Plant Services:	Honda Spares	70.10	
		Vat <u>12.26</u>	82
.36			

Parkfoot Garages Limited:	Vehicle Fuel	69.50	
.66		Vat <u>12.16</u>	81
Rigby Taylor Limited:	Surrey Loam	237.60	
.40		Vat <u>37.80</u>	275
Sage (UK) Limited:	Laser Payslips & Laser Invoices	94.60	
.16		Vat <u>16.56</u>	111
Seeboard Energy:	Changing Rooms - NRRG	13.22	
	Cedar Room , Multi Sports & Mess Room	<u>196.83</u>	
.55		210.05	
		Vat <u>10.50</u>	220
John Shaw:	Spring & Belt for Toro Mower	27.03	
.76		Vat <u>4.73</u>	31
Three Towns Office Equip:	Laser Labels & Raffle Tickets	71.46	
.96		Vat <u>12.50</u>	83
Travis Perkins:	Ballast Bulk - Junior School	49.09	
.68		Vat <u>8.59</u>	57

Payments to be Approved Under Section 137 of the Local Government Act 1972

Ditton Junior School:	Donation towards Christmas Party		200
.00			
Ditton Infants School:	Donation towards Christmas Party		200.00

IMPREST ACCOUNT

Carried Forward 1 ST October 2005		1715.79
Add: PC reimbursement		4284.21
Band Fee - Halloween Dance		700.00
Raffle Prize Reimbursement		<u>19.00</u>
		6719.00
Deduct: October Expenses		
Voucher Charge	3.25	
Inland Revenue	4349.60	
Postage Stamps	102.00	
Community Centre Expenses	430.50	
Delivery Gazette	97.32	
Sign Writing - Parish Vehicle	117.50	

Costco Membership	37.60	
Petty Cash	51.59	
Cash - Acts for Halloween Dance	<u>700.00</u>	<u>5889.36</u>
		829.64
Sum to be drawn on 7 th November 2005		<u>5170.36</u>
BALANCE		6000.00

*Sum required to restore balance to £6000

(c) **Cheque Drawn between Meetings**

(d) **Direct Debits - Paid During September 2004**

(i) DITTON PARISH COUNCIL GENERAL ACCOUNT

01.09.2005	O2	27.32
06.09.2005	WPA	380.15
07.09.2005	Mentor RBIS Ltd	284.35
22.09.2005	EBS Direct Debits	54.75
27.09.2005	Euphony	27.48
28.09.2005	Business Card	686.05

(ii) COMMUNITY CENTRE BAR ACCOUT

01.09.2005	Sky Business	246.75
20.09.2005	Scottish Courage- stock	6506.35
21.09.2005	The Beer Seller - Stock	460.83
22.09.2005	HMC&E - Gaming Machine	121.75
26.09.2005	BOC Manchester - Beer Gas	229.13
28.09.2005	Walkers Snacks	197.93
30.09.2005	Nat West Account Charge	55.00

(iii) COMMUNITY CENTRE ACCOUNT

20.09.2005	T & M BC - Business Rate	1408.00
30.09.2005	Nat West Account Charge	55.00

(e) **Seasonal Donations**

(f) **Internal Audit Report**

(g) **Audit**

(i) REVISED ACCOUNTS [The Accounts have been audited and were subject to a few minor changes, none of which were material]

(ii) STATEMENT OF AUDIT STANDARDS (SAS) 610 - copy herewith

(i) **Hallowe'en Dance - Balance Sheet**

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

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

11. **PLANNING MATTERS**

(a) **Plans Received for Comment**

TM/05/03111/LB	Change of use of existing third bedroom On first floor to bathroom and toilet	578 London Road
TM/05/03102/FL	Conversion of garage to enlarged bath- Room , new utility room & dining room	1 Cobdown Close
TM/05/03178/TNCA	Reduce crown of two limes by one third And trim branches of Cedar tree	Land Fronting St Peter's Church
TM/05/03210/FL	Conservatory	12 Streamside

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

(c) **'B' Lists**

05/40 - 10.10.2005; 05/41 - 17.10.2005; 05/42 - 24.10.2005

(d) **Agenda, Minutes, Notes etc. of Area 3 Sub-Committee**

(e) **Kent Highway Services - Agenda for Parish Council Seminar 17.11.2005**

- (f) **South East Plan** - Copy of communication to Maidstone Borough Council from East Malling & Larkfield Parish Council

(g) **Future Planning Policies and Proposals: The Preferred Options Consultation**

Document previously circulated. Copy of Cllr. Day's Comments herewith.
Cllr. Mulcuck to give a report.

- (h) **Bus Lanes** - Explanation regarding installation of London Road, Aylesford Bus Lane, copy herewith

- (i) **20 mph Speed Restriction** - Further information

- (j) **Minutes of the Joint Transportation Board Meeting 12th September 2005**

12. **DITTON REMEMBRANCE DAY SERVICES** - Final Details

13. **BONFIRE & FIREWORKS**
- (a) **Report of Event**
- (b) **Arrangements for 2006**
14. **Local Government Pension Scheme - revocation of changes made to the regulations in April 2005**
15. **MATTERS ARISING FROM "CORRESPONDENCE FOR NOTING"**
16. **LAND AT BELL LANE**
- (a) **Signing and Sealing of Land Transfer Document**
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- In accordance with Standing Orders 27 & 50, the remainder of the meeting will exclude the press and public.*
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17. **CONFIDENTIAL MEMORANDUM BOOK**
- (a) **Request for Salary Review: CM 330**
- (b) **Spinal Point Increases 2005/2006: CM331**
18. **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.