

DITTON PARISH COUNCIL**MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 6th FEBRUARY 2023**

PRESENT: CLLRS. J LOVER (CHAIRMAN), N NEWMAN [VICE-CHAIR], MRS J DEARDEN, A R MULCUCK, M J PORTER, MRS A THROSSELL, D ADLINGTON & A LAIDOUCI
MRS N GREENAWAY [CLERK OF THE COUNCIL]
TMBC CLLR D COOPER

342. OPENING OF MEETING

The Chairman opened the meeting at 7.30pm.

343. APOLOGIES

Apologies were received from Cllr Mrs Gail Godden. The previously notified reason for absence was **ACCEPTED** and **APPROVED** and recorded in the absence book Ref: 513. Apologies were also received from Borough Councillor Cannon.

344. DECLARATION OF INTERESTS

Cllr Mulcuck declared a personal interest in item 350(e) as he is a member of Ditton Heritage Centre. Cllr Laidouci declared a personal interest in item 353(a) as one of the applications is a neighbour and Cllr Porter also declared a personal interest in item 353(a) as one of the applications is a neighbour.

345. CASUAL VACANCIES

It was **NOTED** that no further applications had been received.

346. CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 9TH JANUARY 2023

The minutes of the above meeting were **CONFIRMED** and **SIGNED** as a true record.

347. MATTERS ARISING

There were no matters arising.

348. MINUTES OF COMMITTEE MEETINGS HELD DURING JANUARY 2023

(a) Community Centre Committee, 16th January 2023

The minutes of the above meeting were presented by Cllr Mrs Dearden and signed as a true record.

Matters Arising:**Change of Brewery to supply bars**

It was **NOTED** that the Community Centre Committee had been made aware of excessive price increases from Heineken [the current supplier for bar stock] and also that the customer service recently had been very poor. It was further **NOTED** that meetings had been held with alternative suppliers Carlsberg and Shepherd Neame.

Members were advised that Carlsberg could offer the best prices and stock for the bars and would also replace the cellar equipment with a new “smart” dispense system. Shepherd Neame stock may not appeal to the current customers and it would mean reverting to the old cellar system which led to a lot of wasted stock.

RESOLVED to accept the proposal from Carlsberg.

It was **NOTED** that there would be a balance owed to Heineken on a current cellar equipment deal but this would be covered by an upfront payment from Carlsberg.

Coronation

The Clerk advised that the Business Administrator had contacted the schools and pre-schools about their plans for the coronation and they had responded as follows: Ditton Church Pre-School said they had no funds for a gift; Muddy Puddles had not yet responded; Ditton Infant School said they would check with their PTA but that pin badges or bookmarks were always popular and Ditton Junior School said they would ask the Head.

It was **NOTED** that there would be no Community Centre Committee Meeting the following week.

(b) Planning, Highways and Transportation Committee, 23rd January 2023

The minutes of the above meeting were presented by Cllr Newman and signed as a true record.

(c) Open Spaces and Amenities Committee, 23rd January 2023

The minutes of the above meeting were presented by Cllr Mrs Throssell and signed as a true record.

RECOMMENDATION:

Allotment Tenancy Agreement [Page 151, Item 337(a)]

RESOLVED to defer this item as the tenancy agreement needed to be looked at again before it could be agreed.

Matter Arising

Bowls Club Maintenance

It was **NOTED** that the Bowls Club had asked if the Council’s Grounds Staff would be able to take over some of the maintenance of the bowls green. Members were reminded that a new Grounds Team leader had only just started and that none of the current staff had any experience of bowls green maintenance.

RESOLVED to advise the Bowls Club that the Council’s staff could not assist with maintenance currently but it may be able to reconsider at a later date.

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

The following items were **CIRCULATED, READ** and **NOTED**:

Ditton Twinning Assoc:	<u>Minutes of Meeting 10th January 2023</u>
Walking in England:	<u>Information re Walking in Kent</u>
KALC:	<u>Newsletter January 2023</u> The Clerk will circulate the election bulletin section.
	<u>T&M Area</u>
TMBC:	<u>Parish Partnership Panel Agenda</u>
MVCP:	<u>Volunteering Opportunities</u>
Local Council's Update:	<u>Issue 269: Jan/Feb 2023</u>
Malling Repair Café:	<u>Session on 18.02.2023</u> Borough Cllr Cooper advised he had participated in previous "repair café" events and they were very well attended. The Clerk advised that the organisation had approached her to see if a session could be accommodated at the Community Centre and it may be possible to do a Saturday during the school holidays.

(b) For Decision

<u>Ightam PC:</u>	<u>Civility & Respect Pledge</u> Cllr Newman said he would try to take a look into this.
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350. **FINANCE**(a) Accounts For Payment

RESOLVED the following payments be **APPROVED** and **RATIFIED**:-

January Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£21,804.89</i>
	<i>Net</i>	<i>£16,287.49</i>

December Accounts (approved and paid 06.01.23)

Community Centre				
Kent Boilercare	Safety Valve		228.12	
		VAT	45.62	£273.74
Edison Swan	Outside Lighting		1510.00	
		VAT	302.00	£1,812.00
SCM	Disable Hoist Service		55.00	
		VAT	11.00	£66.00
1 st A Pest Control	Pest Control		60.00	

		VAT	12.00	£72.00
Envirocure	Legionella Testing		48.75	
		VAT	9.75	£58.50
Chubb	Fire Contract		645.22	
		VAT	129.04	£774.26
Bar				
Kent & Sussex	Bar Stock		1595.20	
			741.20	
		VAT	467.30	£2,803.70
BSS Stocktaking	Stocktake		120.00	£120.00
Lansdell	Bar Stock		151.83	
			215.50	
			84.51	
		VAT	85.62	£537.46
Atlas	Annual Alarm Response		367.29	
		VAT	73.46	£440.75
F&A				
Imagink	Ditton Gazette		836.00	£836.00
OSA				
EDF	Electric Supply NRRG		106.36	
		VAT	5.32	
				£111.68

January Deposit Refunds

10.01.23	Carman Room 07.01.23	£50.00
20.01.23	Oaken Hall 15.01.23	£50.00
20.01.23	Oaken Hall 14.01.23	£50.00
20.01.23	Oaken Hall 14.01.23	£26.50

(b) Direct Debits - Paid During January 2023

RESOLVED the following direct debits be **ACCEPTED** and **APPROVED**:-

03.01.23	TMBC	Business Rates	£692.00
05.01.23	Commercial Services	Energy	£1,332.20
09.01.23	Rentokil Initial	Washroom Services	£247.24
09.01.23	Sky	Sky Sport	£372.00
11.01.23	Siemens	Equipment Lease	£72.13
11.01.23	Siemens	Equipment Lease	£900.00
11.01.23	Commercial Services	Energy	£2,082.46
16.01.23	Bankline	Monthly Charge	£45.26
16.01.23	Safety Effect	Health & Safety	£114.00
16.01.23	Sage	Monthly Subscription	£213.00
16.01.23	DHFE	Till Rental	£369.00
16.01.23	Paymentsense	Card Charges	£54.00
16.01.23	FDMS	Card Charges	£214.59
19.01.23	BT	Telephone charges	£202.91
20.01.23	Heineken	Bar Stock	£3,821.79
23.01.23	WEX	Vehicle Fuel	£112.00
23.01.23	Host My Office	Computer Support	£350.40

24.01.23	EDF	Electricity	£165.09
25.01.23	BOC	Bar Gas	£39.04
27.01.23	BT	BT Sports	£416.69
27.01.23	NEST	Pension contributions	£659.98
30.01.23	WEX	Fuelcard	£1.80
30.01.23	Veolia	Refuse collection	£395.62
31.01.23	NCS	Equipment Hire	£29.22
31.01.23	NCS	Telephone charges	£63.31
31.01.23	O2	Mobile phone	£16.08

(c) BACS - Paid During January 2023

RESOLVED the following BACs payments be **ACCEPTED** and **APPROVED**:-

January BACS Payments (not previously listed)

16.01.23	HMRC	PAYE/NI contributions	£3,719.89
16.01.23	KCC Pension	Monthly contributions	£1,335.39
19.01.23	S Grantham	Reimbursement	£24.00
19.01.23	Kent & Sussex	Bar Stock	£1,012.89
19.01.23	Forest Contracts	Bar furniture deposit	£585.00
19.01.23	Triple A Events	Music Festival deposit	£1,320.00
23.01.23	Kent & Sussex	Bar Stock	£1,119.34
25.01.23	T Beautridge	Bar Services	£402.50
30.01.23	S Grantham	Reimbursement	£55.75
31.01.23	N Burnop	Plumbing repairs	£42.98

(d) Debit Card Payments - Paid During January 2023

RESOLVED the following debit card payments be **ACCEPTED** and **APPROVED**:-

06.01.23	Amazon	Stationery	£17.78
09.01.23	Amazon	Prime Membership	£8.99
10.01.23	SLCC	Subscription	£236.00
11.01.23	Woodland Trust	Trees	£115.00
16.01.23	Amazon		£19.98
18.01.23	Radmore & Tucker	Tools	£31.98
19.01.23	The Sign Shed	Signs	£22.32
23.01.23	Office Furniture Online	Office Chair	£181.19
25.01.23	Amazon	Workwear	£41.18

(e) Annual Charitable Donations

Requests received for financial support were **READ** and **NOTED**. It was **NOTED** that no income had been raised for the charities account since last year as there had been no dance at which a raffle could be held. The Clerk advised there was currently £721.57 in the charities account plus there was £500.00 in the F&A Budget for S.137 payments

RESOLVED to make the following donations from this Council's charities account:-

Under Local Government Act 1972, Sec 142

£50 to Tonbridge & Malling Citizens Advice Bureau

Under Local Government Act 1972, Sec 144

£100 to Ditton Heritage Centre

RESOLVED to make the following donations from this Council's S.137 budget:-

Under Local Government Act 1972, Sec 137

£250 to Kent Air Ambulance

£250 to Heart of Kent Hospice

(f) CCLA Property Fund Dividend

It was **NOTED** that the dividend payment for the period to 31st December 2022 of £4,949.73 had been received.

(g) Phone Contract

It was **NOTED** that the current contract for the phone system had ended and that it needed replacing as it would need upgrading in the near future due to operating system changes.

The Clerk advised 3 quotations had been sought, one from the current provider [NCS], one from the provider of the computer system [Host my Office] and one other [Focus Group]. The Clerk explained that they were all similar monthly costs, with Focus being slightly cheaper and Host My Office the only one to charge an installation fee. It was **NOTED** that recent customer service had not been too good from NCS.

RESOLVED to accept the proposal from Focus Group for the new Telephone System.

(h) Email addresses

The Clerk said she was aware some members were unable to log in to their DPC .gov email addresses. She asked if members would prefer a "gmail" address. Cllr Newman said he would investigate the implications of GDPR on what email it would be preferable for members to use and then this could be considered again.

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

Borough Cllr David Cooper **REPORTED** on the following items:

PLANNING

The Area 3 Planning Committee meeting scheduled for 2nd February was cancelled due to lack of business. The next one is scheduled for 16th March and the one after will be on 20th April which will be the final one before the elections.

You will be aware that the application for the work to remove the pond element from Ditton Stream at the Panattoni site and return it to a stream was approved on Friday. This application had been called in by Rob following a site visit and in consultation with councillors from Larkfield and the PC. Unfortunately, Rob was put in the position that were the call-in not cancelled, the work on the pond and the subsequent development of the site would be delayed by several months as the necessary tree work would have to wait until the nesting season was over. The delay in bringing this to committee is unacceptable bearing in mind how many Area 3 meetings were cancelled due to lack of business.

PROPOSED DEVELOPMENT OF 1600 HOUSES

EMR/NIAB has proposed building 1600 houses on a site between Kilnbarn Road and Hermitage Lane. This has come as a surprise to both TMBC as well as the parish council and we as your councillors were informed of this on the same day as you were. We will be attending the briefing on Thursday at EMR as I am sure the PC will.

DITTON EDGE

There have been rumours about why St Modwen Homes have not yet started building out the Ditton Edge site. The site manager had recently said that the contract with the ground work contractor had not been finalised but that work should start shortly.

PRE-SCHOOL TREE ON VILLAGE GREEN

It had finally started to bud.

The Clerk advised that the tree had actually been replaced for another identical tree as the original tree was dying. Fortunately the company it was purchased from had agreed to supply a replacement free of charge.

352. **COMMUNITY POLICE/WARDEN REPORT**

It was **NOTED** no police report was available. It was also **NOTED** that the new KCC Warden, Donna Sales was on normal duties now. The Clerk **REPORTED** that a fire at NRRG had resulted in damage to the council's steel palisade fence as the Fire Brigade had had to cut it to extinguish the fire. She advised she had reported it to the insurance company but there would be a £250.00 excess to pay if a claim was made for the repair. It was noted the Council's Grounds Staff should be able to undertake the repair, which would cost less than the excess fee. It was agreed the Council's staff do the repair provided it would not impair the strength or security of the fence.

353. **DATE SENSITIVE PLANNING MATTERS**(a) Plans Received for CommentTM/23/00022/FL - 5 Cedar Close Ditton Aylesford Kent ME20 6EN

Removal of existing conservatory and construct a single storey rear extension

RESOLVED THIS COUNCIL HAS NO COMMENTS AS INSUFFICIENT DETAIL HAS BEEN GIVEN TO COMMENT ON.

TM/23/00094/FL - 9 Cyril West Lane Ditton Aylesford Kent ME20 6FJ

Conversion of loft to habitable space with front dormers and rear roof light windows, internal alterations and addition of a two bay car port

RESOLVED THIS COUNCIL HAS NO OBJECTION TO THIS APPLICATION.

TM/22/02271/RM - Unit 2 Bellingham Way Panattoni Park Aylesford Kent ME20 7WT

Application for the approval of Reserved Matters pursuant to condition 3 (layout, scale, appearance, landscaping and access), condition 16 (surface water drainage), condition 26 (levels) following the grant of Hybrid planning permission TM/20/01820/OAEA; Erection of a warehouse building for flexible Class B2 (General Industrial) and Class B8 (Storage and Distribution) uses, ancillary office accommodation, associated ancillary structures, parking, drainage and areas of landscaping at Unit 2

RESOLVED THIS COUNCIL HAS NO OBJECTION TO THIS APPLICATION.

TM/23/00139/FL - SEW Site Mill Hall Road Ditton Aylesford Kent
Installation of a new treatment building for water transmission and treatment purposes

RESOLVED THIS COUNCIL SUPPORTS THE ENVIRONMENT AGENCY'S OBJECTIONS TO THIS APPLICATION AS THE REQUESTED INFORMATION WAS NOT SUPPLIED.

TM/23/00152/FL - 53 Bell Lane Ditton Aylesford Kent ME20 6BT

Single storey rear extension with flat roof and roof lights

RESOLVED THIS COUNCIL HAS NO OBJECTION TO THIS APPLICATION.

TM/23/00167/FL - 94 Primrose Drive Ditton Aylesford Kent ME20 6EH

Two storey side extension and change of window design to existing

RESOLVED THIS COUNCIL WOULD SEEK ASSURANCE THAT THIS EXTENSION WOULD NOT AFFECT THE PEDESTRIAN FOOTWAY THAT RUNS CLOSE BY

(b) Plans dealt with by Area 3 Committee

TM/22/02565/FL - 52 Acorn Grove Ditton Aylesford Kent ME20 6EW

Demolition of existing conservatory. Construction of single storey rear extension and single storey front extension

Approved on 18 January 2023

TM/22/02579/FL - 15 Bradbourne Lane Ditton Aylesford Kent ME20 6PA

Construction of a two storey side extension to form garage with bedroom above and rear dormer

Approved on 25 January 2023

(c) Ditton Edge Development

It was **NOTED** that no work was currently being undertaken at the site.

(d) New "Bradbourne Community" - EMT Proposal

(i) Invite to Exhibition

READ and **NOTED** this had been shared with residents.

(ii) Initial thoughts

Cllr Newman recapped the objections to developing this area that had been included in the Council's response to the Regulation 18 Consultation for the Local Plan. He gave a presentation of what is being proposed and advised it appeared EMT was only sustainable if it continued to sell land. Cllr Newman suggest a plan of action which included members attending the "exhibition" at EMR, then meeting with neighbouring parish councils and then holding a public meeting.

(iii) Public Meeting

It was agreed that there should be an open session as part of the next Planning Committee Meeting to be held on 20th February and that it should be in the Don Carman Hall to give more room for the public. It was further agreed that the OSA meeting should not take place on the same night and this be deferred until 27th February.

Cllr Porter asked that Cllr Newman Chair the public part of the meeting as he had undertaken the research so far. The Chairman thanked Cllr Newman for work he had put into the presentation so far.

(e) Info from West Malling PC re Greenbelt Petition

READ and **NOTED**.

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

It was agreed that the Clerk would circulate any information about this year’s elections as soon as it became available.

355. **ANNUAL PARISH MEETING, MONDAY 24TH APRIL 2023**

No further suggestions were made to the format other than to keep this year’s meeting “low key”.

356. **DITTON GAZETTE – SPRING**

It was hoped to get the next edition out by Easter so copy would be required by mid March.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and standing Orders 27 & 50 the Chairman to move that due to the confidential nature of the next item the Press and Public be excluded from the meeting.

357. **CONFIDENTIAL MEMORANDUM**

Confidential Memorandum Ref: 440 was **READ** and agreed as a true record.

358. **CLOSURE**

The meeting closed at 9.03pm.

Chairman
6th March 2023

