

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 7TH MARCH 2022

PRESENT: CLLRS. J LOVER (CHAIRMAN), N NEWMAN (VICE-CHAIRMAN), A LAIDOUCI, A MULCUCK, M PORTER & MRS A THROSSELL
MRS N GREENAWAY [Clerk of the Council],
BOROUGH CLLR D COOPER

358. **OPENING OF MEETING**

The Chairman opened the meeting at 7.00pm.

359. **APOLOGIES**

Apologies were **RECEIVED** from Cllrs Mrs Dearden and Mrs Godden. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.488. Apologies were also received from Borough Councillor Cannon and KCC Councillor Kennedy and KCC Warden Absolon.

360. **DECLARATION OF INTERESTS**

There were no declarations of interest.

361. **CASUAL VACANCIES**

NOTED no enquiries received.

362. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 7TH FEBRUARY 2022**

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

363. **MATTERS ARISING**

Cllr Mulcuck raised the point of payment for the memorial bench for Cllr Mrs Thwaites. Members agreed the minute [No. 317] was accurate. The Clerk advised that the bench had arrived but she needed to liaise with Mr Thwaites regarding the plaque and installation.

364. **MINUTES OF MEETINGS HELD DURING FEBRUARY 2022**

(a) **For Confirmation & Signing**

(i) **COMMUNITY CENTRE, 14TH FEBRUARY 2022**

The minutes of the above meeting were presented by Cllr Porter and signed as a true record. Cllr Porter advised that the production of a banner for the Jubilee Music Event was discussed at the meeting and he had draft which was approved subject to the words "Music In The Park" being made bigger.

(ii) PLANNING, HIGHWAYS & TRANSPORTATION COMMITTEE, 21ST FEBRUARY 2022

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

(iii) OPEN SPACES & AMENITIES COMMITTEE. 21ST FEBRUARY 2022 – herewith

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

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

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

Local Councils: Update March 2022

Clerk's Meetings: Proposed Dates

KALC: News – February 2022

Church Pre-School: Thank you

(b) For Decision

TMBC Cllrs Cannon & Cooper: Spring Clean Litterpick – 26th March 2022
NOTED

366. **FINANCE**(a) Payments to be Ratified

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

February Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£22,700.53</i>
	<i>Net</i>	<i>£16,713.79</i>

February Accounts (approved and paid 25.02.22)

Community Centre				
Kent Boilercare	Heating Repairs		251.00	
			80.00	
		VAT	66.20	£397.20
Capital	Cleaning Supplies		49.82	
			9.33	
			224.21	
		VAT	56.67	£340.03
Protech Doors	Electric door service		120.00	
		VAT	24.00	£144.00

Chubb	Fire Alarm service		165.96	
		VAT	33.19	£199.15
Envirocure	Legionella monitoring		48.75	
		VAT	9.75	£58.50
Bar				
Lansdell	Bar Stock		101.28	
			283.39	
		VAT	75.56	£460.23
BSS Stocktaking	Stocktake		120.00	£120.00
Kent & Sussex	Bar Stock		778.90	
		VAT	155.78	£934.68
F&A				
KCS	Stationary		95.76	
		VAT	19.15	£114.91
Rialtas	Annual software support		673.00	
		VAT	134.60	£807.60
OSA				
Day Tree Fellers	Tree Work		1610.00	
		VAT	322.00	£1,932.00
Atlas Facilities	Annual Keyholder		367.40	
		VAT	73.48	£440.88
Travis Perkins	Repair sundries		24.30	
		VAT	4.86	£29.16

February Deposit Refunds

09.02.22	Carman Room 04.02.22	£50.00
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(b) Direct Debits

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

February Direct Debits

01.02.22	TMBC	Business Rates	£442.00
07.02.22	Rentokil Initial	Washroom services	£239.57
09.02.22	Sky	Sky subscription	£348.00
10.02.22	Commercial Services		£1,082.85
14.02.22	WEX	Fuelcard	£56.29
14.02.22	FDMS	Card charges	£106.29
14.02.22	HMRC NDDS	Gaming Machine Duty	£64.72
15.02.22	Natwest	Bankline charges	£42.30
15.02.22	Safety Effect	H&S	£114.00
15.02.22	DHFE	Till Rental	£369.60
15.02.22	Paymentsense	Card Charges	£54.00
15.02.22	HMRC VAT	Quarterly VAT	£1,975.63
16.02.22	Sage	Software Subscription	£169.68
21.02.22	Heineken	Bar Stock & services	£2,219.50
22.02.22	EDF	Streetlamp energy	£164.75
24.02.22	Host My Office	IT Support	£350.40

(c) BACS Payments

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

February BACS Payments (not previously listed)

02.02.22	KCC Pension	Pension Contributions	£1,840.45
02.02.22	HMRC	Ni/PAYE Contributions	£3,234.71
03.02.22	Lansdell	Bar Stock	£160.36
03.02.22	Communicrop	Annual Subscription	£75.00
03.02.22	Surrey Hills Solicitors	Legal Advice	£720.00
03.02.22	Atlas Facilities	Annual Key holder Service	£400.68
03.02.22	ACRE	Annual Subscription	£115.00
07.02.22	Kent & Sussex	Bar Stock	£655.05
09.02.22	S Grantham	Reimbursement	£59.16
10.02.22	W Newby	Plumbing repairs	£320.00
11.02.22	M Lancley	Kilbarn disco	£200.00
14.02.22	KCC Pension	Pension Contributions	£1,815.36
14.02.22	HMRC	Ni/PAYE Contributions	£3,253.31
14.02.22	Kent & Sussex	Bar Stock	£952.83

(d) Debit Card Payments

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

February Debit Card

08.02.22	Jones & Son	Machinery Blade	£33.77
08.02.22	Net World Sports	Drag Mat	£212.44
10.02.22	Trophies Plus	Jubilee Pins	£379.50
14.02.22	Zoom	Monthly subscription	£11.99
15.02.22	Amazon	Prime subscription	£7.99
15.02.22	Amazon	Padlocks	£19.89
17.02.22	Amazon	Hazard Tape	£14.69
22.02.22	Tesco	Mobile top-up	£10.00

(e) Proposed Audit Plan for 2022/23

The proposed audit plan from the council's current internal auditor, KCC, was **CIRCULATED** and the plan and price increase **NOTED**.

RESOLVED the Clerk will investigate alternatives to KCC Audit before a decision is taken whether to engage KCC for the year 2022/23.

(f) S.137 Expenditure Limit for 2022/23

NOTED that the appropriate sum for the purpose of S.137 expenditure for local councils in England for 2022/23 is £8.82 per elector.

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

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

PLANNING

There has been no business for the Area 3 Planning Committee. The next meeting is scheduled for 21st April.

The application for reserved matters at Ditton Edge is expected to be submitted soon.

The planning & Transportation Advisory Board debated a number of planning matters last week among which was the proposal to limit the number of speakers at planning committee meetings to 4 for the proposal, 4 against plus a parish/town council representation. This was proposed in an attempt to cut down the number of speakers all making the same point, and is in line with other Kent councils that do reduce the number. There was no agreement and the matter has been deferred to a later meeting to allow a more democratic approach to be found on who would be allowed to speak, and for data to be gathered on the scale of the problem of excessive numbers of speakers.

LOCAL PLAN

Work on revising and redrafting the Local Plan continues. The call for sites has now finished and the findings are being assessed. TMBC aims to prioritise building on brown field sites, but there will naturally be some green field sites that will be developed, and speculative applications from developers will continue until the council can demonstrate it has a 5-year housing supply.

LOCAL POLITICS

The LGBCE ward boundary review was published on 1st March. The new wards will take effect from the May 2023 local government elections. Ditton ward will be incorporated with the current Aylesford South ward and be called Aylesford South & Ditton and will be represented by 3 councillors. Ditton's parish boundaries remain unchanged. The number of TMBC councillors will reduce from 54 to 44.

COUNCIL TAX

TMBC has finalised the Council Tax for 2022/2023. In Ditton this is £1801.08 for a Band D property. The Council Tax includes funding for KCC, Kent Police, Kent Fire and Rescue Service and the parish council as well as TMBC itself with KCC taking the lion's share.

You will be aware that the Government is paying a one-off £150 Council Tax rebate to householders in England living in Bands A – D homes. This will be paid in April as a credit on council tax bills, and will not have to be paid back.

You may also be aware that the Government also intends to introduce a £200 "energy rebate" on every household on October. At the moment this will be paid with no option to opt-out. The rebate will be applied to electricity bills in October and be repaid at £40/year over 5 years. This rebate is being administered by the energy providers on behalf of HMG, and has nothing to do with TMBC or KCC.

WASTE COLLECTION

Refuse, dry recycling and food waste collections continue to be collected as normal across the Borough. The Saturday freighter and garden waste collections remain suspended until further notice, however TMBC is hoping to reinstate the garden waste collections. Pilot schemes for recycling collections from flats have proved successful and will be rolled-out to other areas.

OTHER

As part of the Great British Spring Clean, Rob and I will be organising a litter pick on Saturday 26th March starting at 10:00am. We will start at the top of New Road by Brampton Field and the work down New Road and along Station Road. We also hope to cover Priory Grove if there are enough volunteers.

Cllrs Mulcuck and Newman expressed concerns about limiting the number of speakers at Area Planning Meetings. It was agreed to write to TMBC to ask that if one person speaks on behalf of a group it is noted that the each person in the group has that opinion and should be counted.

Cllr Lover said he had previously mentioned about the damaged lamppost in St Peter's Road and the new large fence. Cllr Cooper confirmed he had reported the lamppost and advised the Clerk of the timescale for replacement. He said the fence had been referred to planning enforcement.

368. **REPORTS FROM NEIGHBOURHOOD POLICE & KCC WARDEN TEAM**

The following report from KCC Warden Absolon was **CIRCULATED** and **READ**.

Good evening to you all and thank you for this opportunity submit my report.

It is lovely to be back with you all following my extended leave, and as always I am very grateful to the parish council for the welcome back and for accommodating me.

Since my return I have continued to be very busy helping our more vulnerable residents with referrals to various agencies for example, police, social services, GP, social prescribing agency, housing association, to ensure they get the help and support they need for a better quality of life.

More general duties have included:

Fly tipping has been reported for removal from a couple of places around the parish to make the environment more pleasant for our residents.

Reported a double waste bin that was dislodged in the storm.

Posts have now been reinstated around the grassed area opposite the infant school as this was causing a safety hazard when parents parked there to collect children.

I would like to remind everyone to consistently report any anti social behaviour to 101 so that our PCSO's and police are aware and can take any action accordingly. We have a new ASB officer for the area and I am hoping to do some work with them in the future.

Thank you to Nicola for posting onto the social media regarding advising against doorstep traders to repair roofs and fencing following the storm. It is very important to get this information across to our residents to raise awareness of scams within this area. I thank Nicola for her support with this.

369. **DATE SENSITIVE PLANNING MATTERS**

(a) **Plans Received for Comment**

TM/22/00196/FL – Cobdown Lodge 540 London Road Ditton Aylesford Kent ME20 6BX

Extension, alteration to roof and sub-division into two dwellings

Discussion took place and it was **NOTED** that an application almost identical to this one had been previously approved, with no objections by the Parish Council at the time. It was **NOTED** that with the more recent applications concern has been expressed about the access via the gates onto the A20

RESOLVED this Council is concerned that following recent applications that have been refused, there is no right of access onto London Road via the gates and that this will cause issues with traffic trying to use this access.

TM/22/00273/RD - Development Site South Of Brampton Field Between Bradbourne Lane And Kiln Barn Road Ditton Aylesford Kent

Details of condition 16 (Archaeology) submitted pursuant to planning permission TM/18/02966/OA (Outline Application: Development of the site to provide up to 300 dwellings (Use Class C3) and provision of new access off Kiln Barn Road. All other matters reserved for future consideration)

RESOLVED no objection.

(b) Decisions from TMBC Area 3

The following plans, dealt with by Area 3 were **READ** and **NOTED**:-

TM/21/03167/TPOC - 46 Cherry Orchard Ditton Aylesford Kent ME20 6QS

1x Copper beech (applicants ref T1) - to prune the lower half of the west crown by up to 2.5m as specified and shown in agents annotated photo received on the 14th February 2022, Reduce the protruding branches on the lower half of the northern crown by up to 3.5m as specified and shown in agents annotated photo received on the 14th February 2022, and removal of all significant dead branches over 30mm from the crown. T17 of Tree Preservation Order

Approved on 16 February 2022

TM/21/03347/TPOC - 42 St Peters Road Ditton Aylesford Kent ME20 6PF

Pair of Ash (G1) to reduce to previous reduction points removing 3m of growth and no more, all growth over stream growing downward to be left creating 'privacy curtain' (T26 and T27 of Tree Preservation Order). Tulip (T1) to remove lowest partially dead branch to source and crown raise to 4m from ground level (T28 of Tree Preservation Order)

Approved on 14 February 2022

TM/21/02755/FL – 12 Kiln Barn Road Ditton Aylesford Kent ME20 6AH

Front porch addition and extension to the rear

Application Withdrawn on 24 February 2022

TM/21/02996/FL - 42 Blackthorn Drive Larkfield Aylesford Kent ME20 6NR

Demolition of existing garage. Construction of a single storey extension to rear and two storey side extension with single storey garage

Approved on 25 February 2022

(c) Speaking at Area 3 Planning Meetings [correspondence from D Thornewell]

Discussion took place on the information regarding the suggestion that speakers at Area Planning Meetings are limited.

RESOLVED to write to TMBC stating that if the number of people speaking at a meeting is to be limited, if one person is speaking on behalf of many request that all in the group are noted as having the same opinion/objections.

(d) Mill Pond – Aylesford Newsprint Site

RESOLVED to defer discussion on the application to the next Planning Committee Meeting.

370. **ANNUAL PARISH MEETING - DATE**

Suggested dates of 5th, 12th or 19th May were put forward. All members present confirmed they could attend on 19th May. The Clerk will circulate the dates via email to seek agreement from those members not present.

371. **DATE FOR F&A AND PERSONNEL COMMITTEE MEETINGS**

Suggested dates of 28th, 29th or 30th March were put forward. The Clerk will circulate the dates via email to seek availability from those members not present before confirming a date.

Starting time for meetings was discussed as pre-covid it had been 7.30pm and some members that worked found the current 7.00pm start difficult.

RESOLVED meetings to return to the 7.30pm start time,

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

There were no matters arising.

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.

373. **DITTON STREAM/FORD**

It was **NOTED** this issue was recently discussed at the Open Spaces and Amenities Committee Meeting and it was proposed to hold a site meeting with the County Cllr, Open Spaces Chair, KCC Warden and the resident to discuss the issues with the maintenance of the Ford.

The Clerk asked if she could make a time sensitive request, members agreed to accept the additional item.

374. **SLIP FORWARD OF TRAINING BUDGETS**

The Clerk advised that very little of the training budget had been spent in the current year but lots of essential training was planned for the coming year, particularly for the Grounds Staff.

RESOLVED to slip-forward all unspent training budgets to the new financial year to cover Grounds Staff training.

375. **CLOSURE**

The meeting closed at 8.25pm.