

**DITTON PARISH COUNCIL**

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE **COUNCIL CHAMBER**  
AT DITTON COMMUNITY CENTRE ON **MONDAY 3<sup>RD</sup> OCTOBER 2022**

PRESENT: CLLRS. J LOVER (CHAIRMAN), N NEWMAN [VICE-CHAIR], MRS J DEARDEN,  
MRS G GODDEN, A LAIDOUCI, A R MULCUCK, M J PORTER, MRS A  
THROSSELL & D ADLINGTON  
MRS S CRAIG [BUSINESS ADMINISTRATOR], MRS G JEFFS [OSA ADMINISTRATOR]

175. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

**A MINUTE'S SILENCE WAS OBSERVED IN MEMORY OF HER MAJESTY QUEEN ELIZABETH II**

176. **APOLOGIES FOR ABSENCE**

Apologies were received from Borough Cllrs Cannon and Cooper.

177. **DECLARATION OF INTERESTS**

There were no declarations of interest.

178. **CASUAL VACANCIES**

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

179. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD  
5<sup>th</sup> SEPTEMBER 2022**

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

180. **MATTERS ARISING**

There were no matters arising.

181. **CORRESPONDENCE**

(a) For Noting

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

Ditton Twinning Assoc.: Minutes of Meeting – 13.09.2022

SLCC: The Clerk Magazine September 2022

KALC: T&M Area Minutes from 21.07.2022  
AGM Motions

(b) For Decision**NOTED** no items received.182. **FINANCE**(a) Accounts for Payment**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**September Payroll Summary**

<i>Monthly</i>	<i>Gross</i>	<i>£37,869.07</i>
	<i>Net</i>	<i>£29,930.39</i>

**September Accounts (approved and paid 02.09.22)**

Community Centre				
Envirocure	Valve replacement		85.00	
	Legionella Testing		68.75	
		VAT	30.75	£184.50
S&J Cleaning	Cleaning Consumables		46.14	
		VAT	9.23	£55.37
Chubb	Fire Alarm Service		172.93	
		VAT	34.59	£207.52
KCS	Cleaning Consumables		98.79	
		VAT	19.76	£118.55
Capital Cleaning	Cleaning Consumables		236.86	
		VAT	47.37	£284.23
Kent Boilercare	Pipework Repairs		62.00	
			160.00	
		VAT	44.40	£266.40
Bar				
GI Carpets	Kilnbarn Carpet		3025.00	
		VAT	605.00	£3,630.00
Kent & Sussex	Bar Stock		887.13	
		VAT	177.43	£1,064.56
All Chilled	Fridge Repair		95.00	
		VAT	19.00	£114.00
Atlas	Alarm Activation		45.47	
		VAT	9.09	£54.56
Lansdell	Bar Stock		297.34	
			(8.99)	
			180.26	
			(15.35)	
			133.58	
		VAT	113.08	£699.92
F&A				
PKF	Annual Return		1300.00	
		VAT	260.00	£1,560.00
OSA				
Day Tree Fellers	Tree Works		960.00	
		VAT	192.00	£1,152.00

Aylesford Tyre Centre	Trailer Tyre		58.33	
		VAT	11.67	£70.00
Aquaid	Water Dispensers		97.50	
			274.98	
		VAT	74.50	£446.98
Atlas	Alarm Activation		45.47	
		VAT	9.09	£54.56

### September Imprest Payments

06.09.22	Bar Float	£1,000.00
26.09.22	MacMillan Donation	£20.00

### September Deposit Refunds

02.09.22	Oaken Hall – 21.08.22	£100.00
02.09.22	Carman Room – 28.08.22	£50.00
09.09.22	Oaken Hall – 19.10.22	£50.00
14.09.22	Oaken Hall – 11.09.22	£50.00
21.09.22	Oaken Hall – 03.09.22	£125.00
21.09.22	Oaken Hall – 04.09.22	£50.00
21.09.22	Carman Room – 17.09.22	£50.00
22.09.22	Oaken Hall – 17.09.22	£98.50

### (b) Direct Debits Paid During September 2022

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

#### September Direct Debits

31.08.22	Natwest	Bank Charges	£116.80
01.09.22	O2	Mobile Phone	£20.21
01.09.22	TMBC	Business Rates	£692.00
02.09.22	BT	Broadband	£124.34
06.09.22	Commercial Services	Gas Supply	£425.26
07.09.22	Rentokil Initial	Washroom Services	£247.24
07.09.22	SKY	Sky TV	£372.00
08.09.22	Commercial Services	Electric Supply	£2,845.04
14.09.22	NCS	Telephone Charges	£65.64
14.09.22	FDMS	Card Charges	£206.98
15.09.22	Bankline	Bank Charges	£48.63
15.09.22	Safety Effect	H&S Services	£114.00
15.09.22	DHFE	Till Rental	£369.00
15.09.22	Paymentsense	Card Charges	£54.00
16.09.22	Sage	Software subscription	£172.68
20.09.22	WEX	Fuelcard	£120.04
20.09.22	BT	Telephone Line	£158.60
20.09.22	Powys CC	DBS services	£30.00
21.09.22	Heineken	Bar Stock	£4,151.59
23.09.22	Siemens	Equipment Hire	£188.46
23.09.22	Host My Office	IT Support	£350.40

23.09.22	BOC	Bar Gas	£119.54
26.09.22	WEX	Fuelcard	£1.80
28.09.22	BT	BT Sport	£416.69
28.09.22	Veolia	Refuse Collection	£517.56
28.09.22	Kent & Sussex	Bar Stock	£474.41
28.09.22	Kent & Sussex	Bar Stock	£1,188.61

(c) BACs Payments made During September 2022

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

**September BACS Payments (not previously listed)**

01.09.22	Foster Gamko	Bar Refrigeration	£1,822.80
09.09.22	HR Services Partnership	HR Services	£492.00
09.09.22	Wileys Wheels	Vehicle MOT	£70.00
09.09.22	Kent & Sussex	Bar Stock	£1,000.00
09.09.22	S Ricketts	CC Maintenance	£650.00
14.09.22	KCS	Stationary	£23.99
15.09.22	KCC Pension	Pension Contributions	£1,679.96
15.09.22	HMRC	PAYE/NI	£4,835.25
22.09.22	Thomson Snell	Solicitors Fees	£1,479.00
28.09.22	Kent & Sussex	Bar Stock	£474.41

(d) Debit Card Payments – September 2022

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

**September Debit Card**

07.09.22	Dunelm	Wall Clock – Bar	£50.00
07.09.22	Amazon	Cleaning Consumables	£9.74
09.09.22	Amazon	Prime Membership	£7.99
12.09.22	Amazon	Cleaning Consumables	£39.99
16.09.22	Timpson	Key Cutting	£16.00
22.09.22	Tool Station	Padlock	£64.26
22.09.22	Screwfix	OSA Parts	£11.99
26.09.22	Tool station	OSA Parts	£1.00
26.09.22	Timpson	Key Cutting	£16.00

(e) Internal Audit Visit 1 2022/23

**NOTED** report not yet received.

183. **MULTI-USE GAMES AREA – REFURBISHMENT & FLOODLIGHTS**

Cllr Newman said the he would like the discussion on the refurbishment of the MUGA to be deferred until the next meeting when the Clerk would be present.

It was **NOTED** that there are issues arising with the current users of the MUGA as a result of the problems with the floodlights. A quote had previously been received for £7,500.00 to

replace the lights but this may need to be updated. It was agreed it was important to get the lights in full use again to retain the hirers.

**RESOLVED** to go ahead with the light replacement up to a budget of £10,000.00.

#### 184. **REPORTS FROM BOROUGH & COUNTY COUNCILLORS**

A copy of the report submitted by Cllr Cannon was **CIRCULATED** and the following items **NOTED**:

##### **HER MAJESTY QUEEN ELIZABETH II**

Several Borough Council meetings were suspended during the national period of mourning with many being carried forward to October. This is making this month a busy period for TMBC Borough Councillors while we catch up. Please also note as a result the Regulation 18 consultation period on the new Local Plan was deferred by a week on the dates advised by Cllr David Cooper at the last Parish Council meeting and will now run from 22 September to 29 October.

David Cooper and I attended the local proclamation marking the accession of King Charles III to the throne in the grounds of Tonbridge Castle on Sunday September 11th. The proclamation was read by Cllr Sue Bell, the member for Snodland and Mayor of Tonbridge and Malling.

##### **DITTON MINORS FC**

Mark Thompson, Chairman of Ditton Minors, has asked about the possibility of an informal meeting on a future Thursday evening with the Parish Council. Our role as Borough Councillors is a purely facilitative one as it is fully understood these are independent negotiations between the Parish Council and Ditton Minors FC. We are aware of the concerns you have as owners and operators of the site especially regarding ongoing maintenance but obviously we would welcome a mutually beneficial solution for the Parish Council and Ditton Minors as a community club.

##### **PLANNING ENFORCEMENT**

Problems with tracking the progress of enforcement cases will shortly be eased by the introduction of a new enforcement dashboard that will be available for Borough Council Members only. This will enable us to instantly see how enforcement cases are progressing – as you know there have been delays or difficulty in contacting officers in this department over cases in Ditton in the past so this should represent a big improvement.

##### **BULKY WASTE SERVICE**

As mentioned by Cllr David Cooper at the August meeting it has now been decided the Saturday bulky waste service, which was suspended due to Covid in March 2020, is not being reinstated for two main reasons. Firstly as it was not possible to sort the rubbish everything apart from electrical items was sent for incineration rather than recycling which undermined TMBC's environmental goals. Secondly the subsidy for this service from KCC has been withdrawn because there is now a recycling centre just inside the Borough at Allington which as you know opened in May 2022.

The bookable bulky waste collection service will be maintained at £58 for up to 6 items with a discount available for households eligible for a council tax reduction.

##### **LEYBOURNE LAKES CAFE**

A brand new lakeside café opened in July and is now open every day from 8am to dusk and for those that have yet to visit it you may like to note it is run as a Charitable Trust which means all profits made by the café go towards improving the facilities and activities run at the park. The new eco-friendly building cost approximately £880,000 to construct. Around 90 per cent of the costs were met by developer contributions paid to the council under Section 106 payments. New updated facilities are also available for water sports enthusiasts.

**LITTER**

I mentioned in my last report in July that new enforcement measures were being considered. Since then it has been announced TMBC have entered into a 12 month trial with National Enforcement Solutions to help with litter and fly-tipping enforcement. This arrangement is at no cost to the council tax payer as NES will make their money through fixed penalty notices that are issued. The 12 month pilot enforcement period is due to commence this month.

185. **REPORT FROM NEIGHBOURHOOD POLICE/KCC WARD**

**NOTED** no report was available.

186. **DATE SENSITIVE PLANNING, HIGHWAYS AND TRANSPORTATION MATTERS**(a) Plans for Comment

TM/22/01948/FL - 31 Orchard Grove Ditton Aylesford Kent ME20 6BY

Removal of existing glazed conservatory and garage, installation of single storey rear and side extension (revised scheme to approved permission TM/19/00673/FL)

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/22/01948/FL>

**RESOLVED** NO OBJECTION.

(b) Plans dealt with by Area 3 Committee

The following applications were **READ** and **NOTED**:

TM/22/01597/TPOC - 118 Woodlands Road Ditton Aylesford Kent ME20 6EZ

1 x Cypress (applicants ref. T1) - Fell to 3ft; 1 x Conifer (applicants ref. T2) - Fell to ground; 1 x Holly (applicants ref. T3) - Reduce to 2ft lower than lamp height and trim round. All Standing in Woodland W1 of Tree Preservation Order

**Approved on 13 September 2022**

TM/22/01619/FL - 32 Scott Close Ditton Aylesford Kent ME20 6QP

Single storey side extension with lean to roof and conversion of garage into habitable space

**Approved on 12 September 2022**

TM/22/01620/FL - 34 Ragstone Court Ditton Aylesford Kent ME20 6AJ

Proposed first floor rear extension, glazed walkway to side, skylight window light tube to rear roof slope and installation of PV roof tiles

**Approved on 13 September 2022**

(c) TMBC Local Plan

It was **NOTED** that the consultation on the TMBC Local Plan was now open and would close on 3<sup>rd</sup> November. Members were reminded of the importance of this opportunity to give this councils comments about the effect of future development on air pollution, road congestion, lack of infrastructure including dentists, doctors and schools. It was suggested it would be useful to see how other parishes are responding. It was agreed that as many as possible should be encouraged to respond to the consultation and this should be publicised where possible.

187. **REMEMBRANCE DAY**

It was agreed to hold the service on 11<sup>th</sup> November as well as the service on Remembrance Sunday, 13<sup>th</sup> November.

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

There were no matters arising.

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

Confidential Memorandum Ref: 433 was **READ** and **CONFIRMED** as a true record.

190. **CLOSURE**

The meeting closed at 8.03pm.

Chairman  
7<sup>th</sup> November 2022

