

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER
AT DITTON COMMUNITY CENTRE ON **MONDAY 4TH SEPTEMBER 2023**

PRESENT: CLLRS. N NEWMAN [CHAIRMAN], M J PORTER [VICE-CHAIR], MRS J DEARDEN, A LAIDOUCI, MRS A THROSSELL & D ADLINGTON, MRS L COX, J COX & A WATERS
 BOROUGH CLLR R CANNON
 MRS N GREENAWAY [CLERK OF THE COUNCIL]

162. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

163. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Mulcuck and Markham. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref. 523. Apologies were also received from Borough Cllrs Hammond and Williams and KCC Cllr Kennedy.

164. **DECLARATION OF INTERESTS**

There were no declarations of interest at this point in the meeting.

165. **CASUAL VACANCIES**

There were no declarations of interest at this point in the meeting.

166. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 7th AUGUST 2023**

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

167. **MATTERS ARISING**

There were no matters arising.

168. **CORRESPONDENCE**

(a) For Noting

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

Ditton Twinning Assoc. Minutes of meeting & AGM held on 20.07.2023

KALC: Newsletter August 2023

Local Councils: Update September 2023

TMBC: Street Names for Orchard Mill

(b) For Decision

Dalcour Maclaren:
[South East Water]

Observation Boreholes

It was **NOTED** that SE Water had requested a meeting to discuss using boreholes on an area of New Road Rec. Cllrs Mrs Dearden and Adlington offered to attend an early evening meeting if it could be arranged.

169. **FINANCE**

(a) Accounts for Payment

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

August Payroll Summary

Monthly	Gross	£21,099.54
	Net	£18,179.74

Accounts (approved and paid 03.08.23)

Community Centre				
KCS	Cleaning Supplies		189.74	
		VAT	37.95	£227.69
Brand Plan Media	Receipt Books		150.08	
		VAT	30.02	£180.10
Business Stream	Waste Water		153.07	£153.07
Capital Cleaning	Cleaning Supplies		33.40	
		VAT	6.68	£40.08
Chubb	Fire Alarm		374.76	
		VAT	74.95	£449.71
Bar				
Lansdell	Bar Stock		124.58	
			234.29	
		VAT	68.42	£427.29
OSA				
CW Milner & Son	Footpaths		19108.00	
	Ramp		350.00	
	Reinstate Car Park barrier		220.00	
		VAT	1364.00	£23,613.60
Astra Security	Abloy Keys		90.00	
		VAT	18.00	£108.00

Accounts (approved and paid 18.08.23)

Community Centre				
S Ricketts	Replacement toilets in Cedar Rooms		970.00	£970.00
GI Carpets	Entrance matting/stair nosings	VAT	1126.00	£1,351.20
Extinguisher Doctor	Fire extinguisher service		452.82	
		VAT	90.57	£543.39

Southern Testing	PEAT Testing	VAT	343.20 68.64	£411.84
Glass & Mirror Co	Fire Door – Cedar Rooms	VAT	1390.00 278.00	£1668.00
Capital Cleaning	Cleaning Supplies	VAT	122.61 24.52	£147.13
KCS	Cleaning Supplies	VAT	128.90 25.78	£154.68
S&J Cleaning Systems	Scrubber Dryer repair	VAT	117.00 23.40	£140.40
Castle Water	Water Supply	VAT	668.04 133.60	£801.64
Envirocure	Legionella Testing	VAT	88.75 17.75	£106.50
Bar				
Kent & Sussex	Bar Stock	VAT	374.83 74.98	£449.81
Lansdell	Bar Stock	VAT	172.58 212.92 70.34	£455.84
F&A				
The Rural Planning Practice	Planning Advice	VAT	92.50 18.50	£111.00
Imagink	Ditton Gazette		863.00	£863.00
Aquaid	Water Dispenser	VAT	48.75 9.75	£58.50
DCK Accounting	VAT Exemption	VAT	450.00 90.00	£540.00
OSA				
Tree Monkeys	Tree work		300.00	£300.00
Travis Perkins	Protective work wear	VAT	21.67 4.34	£26.01
Castle Water	NRRG Water Supply	VAT	162.81 32.58	£195.39

August BACS Payments (not previously listed)

04.08.23	N Greenaway	Reimbursement	£104.50
04.08.23	Kent & Sussex	Bar Stock	£558.94
11.08.23	Kent & Sussex	Bar Stock	£570.93
15.08.23	KCC Pension	Pension contributions	£1,460.43
15.08.23	HMRC	PAYE/NI	£4,806.11
17.08.23	Southern Pat Test	PEAT Testing	£411.84
25.08.23	T Beautridge	Bar Services	£207.48

August Deposit Refunds

18.08.23	Carman 12.08.23	£50.00
31.08.23	Oaken 20.08.23	£50.00

(b) Direct Debits Paid During August 2023**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**August Direct Debits**

01.08.23	O2	Mobile Phone	£18.85
01.08.23	Tonbridge & Malling	Business Rates	£349.00
01.08.23	Carlsberg	Bar Stock	£796.88
03.08.23	Carlsberg	Cellar Services	£187.20
03.08.23	HMRC	Gaming Machine Duty	£167.78
07.08.23	WEX	Fuelcard	£87.58
07.08.23	Rentokil	Washroom Services	£179.85
08.08.23	Carlsberg	Bar Stock	£556.13
09.08.23	Commercial Services	Energy supply	£1,105.54
09.08.23	SKY	Monthly subscription	£405.48
14.08.23	FDMS	Card Charges	£245.86
15.08.23	Bankline	Monthly charges	£39.24
15.08.23	Safety Effect	Monthly H&S	£114.00
15.08.23	DHFE	Till Rental	£369.00
15.08.23	Payment sense	Card Terminals	£54.00
15.08.23	Carlsberg	Bar Stock	£1,493.21
16.08.23	Sage	Software subscription	£216.00
23.08.23	Host My Office	Computer support	£371.76
23.08.23	Carlsberg	Bar Stock	£1,696.82
25.08.23	Everflow	Water supply	£120.76
25.08.23	Focus	Telephone	£380.70
25.08.23	BOC	Bar Gas	£126.32
29.08.23	BT	BT Sports	£416.69
29.08.23	Carlsberg	Bar Stock	£1,251.68
29.08.23	Veolia	Refuse collection	£448.94
30.08.23	WEX	Fuelcard	£1.80
31.08.23	NCS	Telephone	£70.22
31.08.23	O2	Mobile	£18.85

(c) Debit Card Payments – August 2023**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**August Debit Card**

03.08.23	Miles Tools	Padlock	£12.69
04.08.23	Amazon	Bar Sundries	£139.78
08.08.23	Nexus Data	Website domain name	£96.00
09.08.23	Tesco	Consumables	£56.65
09.08.23	Amazon	Monthly subscription	£8.99
17.08.23	Amazon	Consumables	£29.97
17.08.23	Timko	Pitch marking consumables	£28.42
17.08.23	Virtual College	Safeguarding Course	£36.00
25.08.23	M&S	Leaving gift	£30.00
30.08.23	Plumbfix	Tools/consumables	£27.82
30.08.23	Timpson	Key Cutting	£9.00

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

Borough Cllr Cannon reported on the following issues:

ANTI SOCIAL BEHAVIOUR IN COMMUNITY CENTRE CAR PARK

I understand you are discussing this shortly but following the Clerk's email advising us, the local borough councillors of these incidents, I contacted Des Keers who is the TMBC Cabinet member for Community Services who suggested we should activate the Community Trigger Plan. This alerts the Community Safety Unit multi agency teams to the issue and will enable Alison Finch who is the safer and stronger communities manager at TMBC to create an action plan. This will involve a conversation with Police Inspector Terry Newman who will ensure there are staff in the locality when there is most need. He also suggested any additional intelligence is beneficial so residents and others need to continue to report any anti social behaviour in as much detail as possible. This will be in addition to the action with the police that the Parish Council have already taken and I'm also aware the KCC warden has separately spoken to a few residents about some of the incidents.

Des referred to a Community Safety Unit meeting at Holborough Lakes for this type of situation last year and suggested we might like to consider such a meeting here much as Nicola and the Parish Council mentioned in their email to us. He recommends the Parish Council, the ward borough councillors and Alison Finch should follow this up because even if there is a chance, at least according to the police, that angry residents may be present it will be beneficial for community reassurance if it can be demonstrated something is being done.

WEST KENT BUSINESS GRANTS SCHEME

Grants of £500 will be available to small and start-up businesses in Tonbridge and Malling when this scheme opens on 13 September. This scheme is geared towards business growth and/or carbon reduction measures. These grants have been made available through the government's UK Shared Prosperity Fund.

In January 2024 the next round of the Shopfront and Vacant Unit Improvement Scheme commences and the Cabinet have agreed to increase the maximum level of the grant from £3500 to £5000 to reflect the recent high inflation figures and the fact businesses are struggling due to slow growth in the economy.

LAND PARCEL NORTHEAST of 15 STATION ROAD

Unfortunately the period for call-in had expired before I received a request to call this in. However I am happy to support the concerns the Parish Council have in terms of parking at Station Road at the entrance to K Sports.

171. **REPORT FROM NEIGHBOURHOOD POLICE/KCC WARDEN**

(a) Parish Update [circulated]

READ and NOTED.

(b) Anti-Social Behaviour

Further reports of anti-social behaviour were **NOTED** and also the advice from the police is still to encourage residents to report it. The Chairman advised he had met with the KCC Warden who had had discussions with two of the affected residents from Scott Close. Cllr Laidouci said he had spoken with the local police officer and they had indicated the police would support a public meeting. Other deterrents were discussed such as ANPR cameras, enhancing the current CCTV or changing the car par layout. It was agreed that the priority would be to arrange a public meeting with the police and other partners [as detailed by

borough Cllr Cannon], in the Don Carman Hall. The Clerk will contact the police to get some possible dates.

172. **DATE SENSITIVE PLANNING, HIGHWAYS AND TRANSPORTATION MATTERS**

(a) Plans for Comment

TM/23/01499/TPOC - 22 Acorn Grove Ditton Aylesford Kent ME20 6EW

Applicants ref T1 - Ash - Reduce overall crown by approx 35% and remove lateral branches overhanging public footpath. Reason - Excessive overshadowing and excessive debris which is falling onto public footpath. Getting too big for the garden in general and falling debris is hazardous to the general public in this well used foot path - part of Tree Preservation Order
RESOLVED NO OBJECTIONS TO THIS APPLICATION SUBJECT TO THE TMBC TREE OFFICER'S APPROVAL

TM/23/01810/LDP - 46 Scott Close Ditton Aylesford Kent ME20 6QP

Lawful Development Certificate Proposed: Extension to existing dropped kerb
RESOLVED THIS COUNCIL HAS NO OBJECTIONS TO THIS APPLICATION

TM/23/01821/RD - SEW Site Mill Hall Road Ditton Aylesford Kent

Details of condition 6 (Written scheme of investigation for Archaeological observation)
 Condition 7 (Sustainable Water Management and Drainage Strategy (Rev.02, Parts 1 and 2, August 2023) Pursuant to planning permission TM/23/00139/FL Installation of a new treatment building for water transmission and treatment purposes
RESOLVED NO COMMENT

(b) Plans dealt with under delegated power during recess

TM/23/01578/RM - Redevelopment Site Known As Panattoni Park Bellingham Way Panattoni Park Aylesford Kent

Reserved Matters application: For the approval of Access, Appearance Landscaping, Layout and Scale - Pursuant to Outline Application: 20/01820/OAEA Hybrid planning application for the following development: Outline planning permission (all matters reserved) for the erection of flexible B1c/B2/B8 use class buildings and associated access, servicing, parking, landscaping, drainage, remediation and earthworks; and, Full planning permission for erection of two warehouse buildings for flexible B1c/B2/B8 use class, realignment of Bellingham Way link road, creation of a north/south spine road, works to the embankment of Ditton Stream, demolition of existing gatehouse and associated servicing, parking, landscaping, drainage, infrastructure and earthworks

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/23/01578/RM>

Ditton Parish Council supports the comments raised by East Malling & Larkfield PC:-

1. As a general point although described as "Aylesford" most of this site is in Ditton Parish with the main access via Leybourne Way and the secondary access currently being improved for vans and cars out to Station Road
2. It is hard to respond to the great number of documents and plans with some being hard to read on laptops.
3. It is noted reference is made to the proposal for a bus to run through the site and the Parish Council would appreciate details of the route proposed.
4. Reference is made to the straight public footpath running next to the railway from Station Road through to New Hythe Lane in this Parish which is also used by cyclists. Ideally this should be wider and any landscaping provided should be kept from growing from this site into the route of the path (MR91)

5. The Parish Council looks forward to the early opening of the diverted public path, MR492, out to Station Road where it should be marked with a public path sign.
6. The Parish Council remains supportive of the proposals for landscaping the former part of the mill pond north of M20. It looks forward to the work being completed and the provision of the proposed information board.
7. The Council notes the proposals for the future maintenance of the landscaped areas and these are welcomed.
8. It was understood the river path, MR91, from Millhall through to Aylesford village was to be improved as part of this development. How does this stand? Part of the route runs over the Borough's riverside open space.
9. It was understood that works were proposed to the Hall Road/Station Road junction. It is considered this needs progressing with the opening of Bellingham Way

TM/23/01628/TNCA - Old School Cottage 79 New Road Ditton Aylesford Kent ME20 6AE
 T1 (applicants ref) Small/Medium Sycamore - Fell. T2 (applicants ref) Small Ash - Crown reduce by 25%. T3 (applicants ref) Medium Ash - Crown reduce by 25%. T4 (applicants ref) Medium Ash - Crown reduce by 25% and crown lift by 5 metres. T5 (applicants ref) Small Ash - Fell. T6 (applicants ref) Medium Sycamore - Crown reduce by 25% and crown lift by 5 Metres

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/23/01628/TNCA>

NO OBJECTION SUBJECT TO THE TMBC TREE OFFICER'S APPROVAL

The following application was considered at the August Meeting:

TM/23/01649/RM - Land Parcel Northeast Of 15 Station Road Ditton Aylesford Kent

Reserved Matters application: To seek approval for layout, appearance, access, landscaping and scale pursuant to outline planning permission TM/20/01220/OA (Outline Application: detached dwelling circa 110SqM on parcel of land next to existing terrace of dwellings)

<https://publicaccess2.tmbc.gov.uk/online-applications/PLAN/23/01649/RM>

AGREED to request an extension to time and ask for application to be "called in".

(c) Plans dealt with by Area 3 Committee

The following decisions were **READ** and **NOTED**.

TM/23/01029/RD - Redevelopment Site Known As Panattoni Park Bellingham Way Panattoni Park Aylesford Kent

Details of conditions 11 (part 4 only: contamination verification plan), 12 (contamination remediation verification report) and 18 (drainage verification report) submitted pursuant to planning permission TM/20/01820/OAEA Outline Application: Hybrid planning application for the following development: Outline planning permission (all matters reserved) for the erection of flexible B1c/B2/B8 use class buildings and associated access, servicing, parking, landscaping, drainage, remediation and earthworks; and, Full planning permission for erection of two warehouse buildings for flexible B1c/B2/B8 use class, realignment of Bellingham Way link road, creation of a north/south spine road, works to the embankment of Ditton Stream, demolition of existing gatehouse and associated servicing, parking, landscaping, drainage, infrastructure and earthworks

Approved on 4 August 2023

TM/23/01276/FL - 68 Fernleigh Rise Ditton Aylesford Kent ME20 6BS

Demolition of rear conservatory, construction of single storey rear extension and conservatory, extension to existing front porch

Approved on 4 August 2023

TM/23/01379/TNCA - Land At Junction Of New Road And St Peters Road Ditton Aylesford Kent

Applicants refs: T1 - Lime - Dismantle to ground level, due to roots lifting pavement and becoming a trip hazard, T2 - Lime - Repollard back to previous points, approx 3-4m, T3 – Lime - Repollard back to previous points, approx 3-4m, T4 - Lime - Repollard back to previous points, approx 3-4m, T5 - Ash - Repollard back to previous points, T6 - Ash – Dismantle to near ground level due to pavement damage becoming a trip hazard and T7 - Chestnut - Reduce crown by approximately 30%

No Objection on 4 August 2023

TM/23/01467/WAS - Unit 4 Invicta Park New Hythe Lane Larkfield Aylesford Kent ME20 7FG

Consultation by KCC: Details of the design of the roof structure(s) constructed over the covered storage bays pursuant to Condition (4) of planning permission TM/22/942 for a metal recycling facility

Approved on 31 July 2023

TM/23/00840/LDP - 40 Fernleigh Rise Ditton Aylesford Kent ME20 6BP

Lawful Development Certificate Proposed: Loft conversion to habitable room incorporating a hip to gable roof and rear dormer with front skylight windows, and associated internal alterations

Certified on 8 August 2023

TM/23/01481/AGN - East Malling Research Station New Road East Malling West Malling Kent

Prior Agricultural Notification: Demolish existing agricultural building and replace with

Prior Approval Not Required on 7 August 2023

TM/22/00393/RD - 675 London Road Ditton Aylesford Kent ME20 6DF

Details of condition 10b (Remediation verification report), Condition 14 (external lighting strategy) and Condition 20 (surface water drainage (undischarged from original consent store consent 19/02841/FL)) submitted pursuant to planning permission TM/21/02626/FL (Variation of Condition 9 (opening hours) pursuant to planning permission TM/19/02841/FL (Demolition of existing buildings and erection of Class A1 foodstore with associated parking, landscaping and access works and installation Of pedestrian crossing on London Road))

Application Withdrawn on 17 August 2023

TM/23/01125/FL - 45 Acorn Grove Ditton Aylesford Kent ME20 6EL

Two storey side extension and single storey rear extension with monopitch roof and skylight

Application Withdrawn on 23 August 2023

TM/23/01382/FL - 153 Woodlands Road Ditton Aylesford Kent ME20 6HB

Demolition of existing conservatory and erection of double storey pitched roof rear extension and single storey flat roof rear and side extension

Approved on 23 August 2023

(d) Ditton Edge/Orchard Mill

Street names **READ** and **NOTED**.

(e) Proposed Bradbourne Development

It was **NOTED** that no response had been received to the Council's letter requesting further information about this proposal.

Cllr Waters reported that he had attended the recent Parish Partnership Panel meeting and had found it very informative. He advised that the issues discussed were the local plan and that current planning policy remains vulnerable with speculative applications; S.106 agreements and timescales and climate change.

173. **REMEMBRANCE DAY**

It was **NOTED** that the Chairman, Cllr Mulcuck and the Clerk had recently met with the Rev. Terranova and other representatives from the church to discuss this year's service which would be held at the Church. Various adaptations were discussed and a further meeting would be held at the church.

174. **STAFF AND COUNCILLOR CHRISTMAS GET TOGETHER**

Two dates were put forward for this year's Christmas get together. It was agreed to use the main hall bar again and hold the event on Friday 8th December.

175. **OCTOBER MEETING**

The Clerk advised she would be on annual leave on the date scheduled for the October meeting and that she would be happy to move the date or alternatively the Business Administrator would be able to provide admin support for the meeting. Members agreed to hold the meeting as scheduled on 2nd October with the Business Administrator providing admin support

176. **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.

177. **INSURANCE MATTER**

Details in Confidential Memorandum Ref. 442.

178. **STAFF MATTERS**

It was **NOTED** that interviews for the new Administrator would be held shortly.

179. **CLOSURE**

The meeting closed at 8.44pm.

