

DITTON PARISH COUNCIL**MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE ACORN ROOM AT DITTON COMMUNITY CENTRE ON MONDAY 7th FEBRUARY 2022**

PRESENT: CLLRS. J LOVER (CHAIRMAN), N NEWMAN, MRS J DEARDEN, MRS G GODDEN, A MULCUCK, M PORTER & MRS A THROSSELL.
TMBC BOROUGH CLLR R CANNON
MRS N GREENAWAY [Clerk of the Council]

312. OPENING OF MEETING

The Chairman opened the meeting at 7.00pm.

313. APOLOGIES

Apologies were **RECEIVED** from Cllr Laidouci. The previously notified reason for absence was **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.484. Apologies were also received from Borough Councillor Cooper and KCC Councillor Kennedy and KCC Warden Absolon.

314. DECLARATION OF INTERESTS

Cllrs Mrs Throssell and Mulcuck declared a personal interest in item 320(e), Charitable Donations as they are members of DAMARA.

315. CASUAL VACANCIES

The Clerk advised that there had been no applications.

316. CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 10TH JANUARY 2022

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

317. MATTERS ARISING

Request for Memorial Bench [Page 123, Item 274]

It was **NOTED** that the Clerk had met with a member of the family and a recycled material bench had been agreed. It was **NOTED** the cost of the bench would be £329.00 plus VAT.

RESOLVED the Council will pay for the bench in memory of Cllr Mrs Thwaites and the family will pay for the plaque.

The Clerk will meet with Mr Thwaites to agree the location on the village green that will not hamper any maintenance or mowing.

318. **MINUTES OF COMMITTEE MEETINGS HELD DURING JANUARY 2022**(a) Community Centre Committee, 17th January 2022

The above minutes were presented by Cllr Mrs Dearden and signed as a true record. The Clerk advised that following some research a jubilee pin badge had been found at a cost of .65 per item and suggested this would be a good jubilee souvenir for the local children.

RESOLVED to purchase the pin badges as the jubilee souvenir and the Clerk will confirm the number required with the Business Administrator.

(b) Planning, Highways and Transportation Committee, 24th January 2022

The above minutes were presented by Cllr Mrs Godden and signed as a true record. Cllr Newman commented that it was good to see that the council's suggestions re street names had been taken on board.

(c) Open Spaces and Amenities Committee, 24th January 2022

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

Quotes for Playground Repairs

It was **NOTED** that repairs that had been noted on the annual inspections now required action. It was further **NOTED** that there was not quite sufficient budget to cover the full cost.

RESOLVED to accept the quote for the playground repairs and excess expenditure be covered by the Council's reserves.

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

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

Ditton Twinning Assoc:	<u>Minutes of Meeting 18th January 2022</u>
KALC:	<u>Queens Jubilee Street Parties</u>
Clerks & Councils:	<u>Direct – January/February 2022</u>
SLCC:	<u>The Clerk – January 2022</u>
Local Councils:	<u>Update Jan/Feb 2022</u>
KCC:	<u>Kent Minerals and Waste Local Plan Review</u>
St Peter's Church:	<u>Thank You re help at Carols on the Green</u>
Salus Group:	<u>Ditton Youth Centre Update</u>
Walking in England:	<u>Information re Walking in Kent</u>

(b) For Decision

Morrison's Community Champion:

Support for Good Causes

An email from the Morrison's Community Champion was read. Cllr Mrs Throssell suggested asking for cupcakes for the Jubilee celebration.

St Peter's Church:

Jubilee/Community Service

It was **NOTED** that this open air service will take place on the morning of 5th June as part of the Jubilee weekend celebrations.

RESOLVED

the Council is happy for this event to go ahead on the village green.

320. **FINANCE**(a) Accounts For Payment

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

January Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£19,984.43</i>
	<i>Net</i>	<i>£16,126.33</i>

January Accounts (approved and paid 21.01.22)

Community Centre				
Edison Swan	Electrical repairs		195.00	
		VAT	39.00	£234.00
Travis Perkins	Repairs		14.86	
		VAT	2.97	£17.83
Business Stream	Water		315.18	£315.18
Capital	Cleaning Supplies		29.67	
		VAT	5.93	£35.60
Envirocure	Legionella		68.75	
			370.00	
		VAT	87.75	£526.50
Bar				
Chubb	Alarm Maintenance		47.58	
		VAT	9.52	£57.10
All Chilled	Equipment Repairs		668.38	
		VAT	133.68	£802.06
Lansdell	Bar Stock		81.68	
			112.98	
			94.03	
			180.84	
			133.63	
			115.59	£718.75
F&A				
Worknest HR	HR Support		365.00	
		VAT	73.00	£438.00

Aquaid	Water Dispenser		47.45	
		VAT	9.49	£56.94
OSA				
EDF	NRRG changing rooms		69.97	
		VAT	3.50	£73.47

January Deposit Refunds

06.01.22	Carman Room 17.12.21	£50.00
20.01.22	Carman Room 20.01.22	£50.00
26.01.22	Oaken Hall 05.03.22	£50.00

(b) Direct Debits - Paid During January 2022

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

04.01.22	Paymentsense	Card Charges	£42.00
04.01.22	TMBC	Business Rates	£442.00
07.01.22	Sky	Monthly subscription	£348.00
10.01.22	Commercial Services	Gas Supply	£1,529.76
11.01.22	Siemens	Equipment Rental	£72.13
11.01.22	Siemens	Equipment Rental	£900.00
11.01.22	Rentokil Initial	Washroom services	£239.57
17.01.22	Bankline	Monthly charge	£46.37
17.01.22	Safety Effect	Monthly H&S	£114.00
17.01.22	Sage	Monthly subscription	£185.84
17.01.22	DHFE	Monthly rental	£369.60
17.01.22	Paymentsense	Card charges	£54.00
17.01.22	FDMS	Card charges	£127.72
19.01.22	BT	Telephone charges	£193.27
20.01.22	Heineken	Bar Stock	£1,791.47
24.01.22	WEX	Fuelcard	£94.50
25.01.22	Host My Office	IT Support	£350.40
25.01.22	BOC	Bar Gas	£99.17
26.01.22	NEST	Monthly pension	£355.68
28.01.22	BT	BT Sport	£390.16
28.01.22	Paymentsense	Card charges	£42.00
28.01.22	Veolia	Refuse collection	£370.48
31.01.22	WEX	Fuelcard	£1.80
31.01.22	NCS	Equipment Hire	£26.57
31.01.22	NCS	Print charges	£226.18
31.01.22	O2	Mobile charges	£19.24

(c) BACS - Paid During January 2022

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

January BACS Payments (not previously listed)

10.01.22	Kent & Sussex	Bar Stock	£1,537.42
17.01.22	Kent & Sussex	Bar Stock	£1,178.56
21.01.22	Kent & Sussex	Bar Stock	£889.78
21.01.22	N Greenaway	Reimbursement	£23.65

21.01.22	Travis Perkins	OSA supplies	£17.83
28.01.22	S Grantham	Reimbursement	£23.98
28.01.22	Kent & Sussex	Bar Stock	£959.15
31.01.22	S Grantham	Reimbursement	£9.95

(d) Debit Card Payments - Paid During January 2022

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

05.01.22	LS Engineers	OSA Tools	£48.60
10.01.22	Screwfix	OSA Workwear	£59.98
11.01.22	Agri-Gem	Chemical Treatment – Multisport	£94.79
12.01.22	Eventbrite	Webinar	£16.80
12.01.22	Zoom	Monthly subscription	£11.99
17.01.22	Amazon	Curtain Hooks	£9.98
17.01.22	Amazon	Prime membership	£7.99
19.01.22	B&Q	Supplies for repairs	£36.00
20.01.22	Funnel Knight Training	Licensee course	£150.00
20.01.22	Amazon	Noticeboard	£74.95
24.01.22	Amazon	Curtain Rings	£21.78
26.01.22	Nisbets	Water Filter	£60.66
27.01.22	Amazon	Curtain Poles	£80.67
28.01.22	Coblands Garden Centre	Tress & Plants	£700.20

(d) Annual Charitable Donations

Requests received for financial support were **READ** and **NOTED**.

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

Under Local Government Act 1972, Sec 137

£250 to Kent Air Ambulance

£225 to Heart of Kent Hospice

It was **NOTED** that there were still sufficient funds in the Charities account (raised from raffle ticket sales at the Dances) to cover the donations. However it was further noted that because no dances were held in 2020 and only one in 2021 with reduced attendance the account had only received a small increase. Therefore the council would need to be mindful of its ability to support charities in the future. For this reason it was agreed not to accede to the request for a financial donation from DAMARA or to donate to Communigrow if they had not submitted a request for assistance.

(f) Bank Account

The Clerk **REPORTED** that she had obtained information from other Clerks and the majority of neighbouring local councils used Unity Bank. The Clerk said she would like to do some more research and comparison of charges before a decision is taken to move the council's accounts.

(g) Property Fund Update

It was **NOTED** that the dividend payment for the period to 31st December 2021 of £4,609.69 had been received.

(h) Parish Dance

(i) Balance Sheet

READ and **NOTED** the New Year's Eve Dance had made a small profit.

Thanks were expressed to those that helped with the organisation and to Mr Greenaway for selling raffle tickets on the night.

(ii) 2022 Dances

Discussion took place on if it would be worth putting on more events this year. It was agreed more thought needs to be given to other dances and it may be more beneficial to just do the New Year's Eve Dance.

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

Borough Councillor Rob Cannon **REPORTED** on the following items:

LOCAL POLITICS

Due to the suspension of deputy leader Cllr David Lettington from the Conservative group Cllr Martin Coffin has been appointed the new deputy leader of the Council. Cllr Lettington's main cabinet portfolio was strategic planning and infrastructure. These duties have been temporarily taken on by the leader of the Council Cllr Matt Boughton.

WASTE SERVICES

Recycling, refuse and food waste collections are now running normally across the Borough. The second interim garden waste collection has commenced and due to lower volumes of waste than with the initial catch-up In November faster progress is being made with Ditton Wednesday collection residents already being collected from 2 February.

After a successful pilot in Tonbridge it is planned to roll out new recycling services to properties and flats currently using communal bin facilities. New recycling bins will be delivered and the communal bin stores reconfigured to reduce some of the residual waste capacity in preparation to moving to alternate weekly collections of waste and recycling.

The rollout in Ditton and neighbouring parishes will occur this July and will be monitored through August. Prior to rollout a significant amount of preparation work will be carried out assessing levels of waste and recycling in order to determine what size and quantity of new bins are required. This will involve a high level of engagement with residents and managing agents.

OTHER

We are aware of the fallen fences along the A20 before you reach Papas fish bar. This has been reported to KCC as this repair appears to be their responsibility.

Cllr David Cooper and myself are meeting the developers of Ditton Edge online on Wednesday 9 February to be briefed on their proposals as regards the reserved matters of the application. It is understood they will be presenting to the Parish Council on 15th February.

The great British Spring Clean is scheduled to occur between 25 March and 10 April 2022. David and myself hope to lead a clean-up in Ditton on Saturday 26 March.

322. **COMMUNITY POLICE/WARDEN REPORT**

It was **NOTED** no report was available.

323. **DATE SENSITIVE PLANNING MATTERS**(a) **Chair of Planning Committee**

Cllr Mrs Godden advised she wished to relinquish the Chair of this Committee as she had been elected Chair of the Open Spaces Committee.

Nominations for Chair of the Planning Committee were invited. The Clerk advised that Cllr Laidouci had advised he did not wish to take on the chair but was happy to remain as vice-chair.

Cllrs Mrs Throssell and Cllr Mulcuck said they did not wish to be nominated.

Cllr Mrs Dearden **PROPOSED** Cllr Newman and Cllr Porter **SECONDED**. There being no further nominations Cllr Newman was duly elected Chairman of the Planning, Highways and Transportation Committee.

(b) **Plans Received for Comment**

TM/22/00079/FL - 15 St Peters Road Ditton Aylesford Kent ME20 6PJ

Single storey additions

RESOLVED NO OBJECTION.

TM/21/03341/RM - Aylesford Newsprint Bellingham Way Larkfield Aylesford Kent

Reserved Matters application 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 Class B8 (Storage and Distribution) uses, ancillary office accommodation, associated ancillary structures, parking and areas of landscaping at Unit 5)

RESOLVED no objection to this application but this council would prefer to see A "permeable surface" used for the parking areas.

(c) **Plans dealt with by Area 3 Committee**

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

TM/21/02706/RM - Aylesford Newsprint Bellingham Way ME20 7PW

Reserved Matters application 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 Class B8 (Storage and Distribution) uses, ancillary office accommodation, parking and areas of landscaping at Unit 1
Approved on 21 January 2022

(c) Ditton Edge Development

It was **NOTED** that members of the Council would be attending a meeting to see a proposal from Savills and the preferred developer on 15th February.

(d) Aylesford Newsprint

(i) South East Water Application – Meeting 08/02/2022

It was **NOTED** no one was available to attend this meeting.

(ii) Street Names

NOTED and agreed.

(e) 20mph Speed Limit

Information from EM&L PC re what is required to get a 20mph speed limit put on local roads was read. It was agreed to find out more information about the process and seek assistance.

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

There were no matter arising.

325. **ANNUAL PARISH MEETING, MONDAY 25TH APRIL 2022**

(a) Format

It was agreed to keep the format the same. Several members said they would be unavailable to attend on this date.

RESOLVED the Clerk will look at an alternative date for the meeting before making any further arrangements.

(b) Speaker/s

The Air Ambulance was suggested. It was agreed to wait until a new date is confirmed before making arrangements.

(c) Awards

It was agreed to wait for when the new date is arranged before publicising this.

326. **COMMUNITY SHOWCASE – 10th April 2022**

Cllr Mulcuck reported on the Community Showcase to be held on 10th April where local groups from Ditton and Aylesford are invited to come and share their information with residents.

327. **DITTON GAZETTE – SPRING**

It was hoped this would be printed by the end of March.

328. **CHANGE OF MEETING DATE FOR JULY**

The Clerk reported she would be on leave and unable to attend the 4th July meeting but could attend if the date is changed. Members agreed another member of admin staff be asked to take notes at this meeting.

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.

329. **BOUNDARY ISSUE**

It was **NOTED** no response had been received to the council's solicitors letter.

330. **CLOSURE**

The meeting closed at 8.43pm.

Chairman
7th March 2022

