

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN **THE COUNCIL CHAMBER** AT DITTON COMMUNITY CENTRE ON **MONDAY 7TH NOVEMBER 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 N GREENAWAY [CLERK OF THE COUNCIL]
TMBC CLLR R CANNON, KCC WARDEN S ABSOLON

229. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

230. **APOLOGIES FOR ABSENCE**

Apologies were received from Borough Cllr Cooper.

231. **DECLARATION OF INTERESTS**

There were no declarations of interest.

The Chairman moved that part of Agenda Item 11 be brought forward to allow KCC Warden Absolon to speak and then attend to other matters.

232. **REPORT FROM KCC WARDEN**

KCC Warden Absolon advised that she had now resigned from her role as Warden. She advised that there would be a new Warden for Ditton, hopefully by the end of November. She said she wanted to personally come and thank the council members for being so supportive and friendly and she was very grateful for having a base at the Parish Office from which to work. Cllr Mulcuck expressed thanks on behalf of the Council for all she has achieved in her time in Ditton including the book exchange. All members agreed wished her the best for the future.

233. **CASUAL VACANCIES**

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

234. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 3RD OCTOBER 2022**

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

235. **MATTERS ARISING**

There were no matters arising.

236. **MINUTES OF MEETINGS HELD DURING OCTOBER 2022**(a) Community Centre Committee, Monday 10th October 2022

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

(b) Planning Highways & Transportation Committee, Monday 17th October 2022

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

(c) Open Spaces & Amenities Committee, Monday 17th October 2022

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

It was agreed that permission could be given for work to be commenced on the replacement allotment shelter including the removal of the old one.

(d) Finance & Administration Committee, Wednesday 26th October 2022

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

(e) Personnel Committee, Wednesday 26th October 2022

The minutes of the above meeting were presented by Cllr Mrs Dearden and signed as a true record, subject to amending the Chair to Cllr Mrs Dearden and Vice-Chair as Cllr Mrs Throssell.

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

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

Twinning Assoc: Minutes of Meeting held on 18th October 2022

KALC T&M Area: Minutes of meeting held 13.10.2022

Local Councils: Update November 2022

Clerks & Councils: Direct November 2022

(b) For Decision

Resident: Email complaint about fireworks on field and closing gate to carpark
An email about the amount of fireworks let off from the recreation ground and suggestion that the car park barrier be locked was **READ**. Members agreed it was disruptive but it was only once per year and that the car park could not be locked as the bar and centre were still in use up until approximately midnight.

KALC: AGM Reminder
It was **NOTED** no one was available to attend this event on 19th November.

238. **FINANCE**

(a) Payments to be Ratified

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

October Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£20,908.54</i>
	<i>Net</i>	<i>£16,411.27</i>

September/October Accounts (approved and paid 06.10.22)

Community Centre				
Maidstone Cleaners	Window Cleaning		260.00	£260.00
Envirocure	Legionella Testing		48.75	
			48.75	
		VAT	19.50	£117.00
Bar				
Lansdell	Bar Stock		73.44	
			360.21	
			57.91	
			262.92	
			173.94	
			(4.99)	
		VAT	178.79	£1,102.22
All Chilled	Equipment Repairs		106.25	
		VAT	21.25	£127.50
KD Drainage	Plumbing Repairs		125.00	
		VAT	25.00	£150.00
F&A				
Aquaid	Water Coolers		274.98	
			97.50	
			82.98	
		VAT	91.10	£546.56
KCS	Stationary		146.94	
		VAT	29.39	£176.33
Worknest	HR Support		820.00	
		VAT	164.00	£984.00
Eventbrite	OSA Training		133.33	
		VAT	26.67	£160.00
OSA				
Mower Plant	OSA Consumables		108.87	
		VAT	21.57	£129.44
KCS	White Liner		143.88	
		VAT	28.78	£172.66
1 st A Pest Control	Pest Control		60.00	
	Wasp Nest		75.00	
		VAT	27.00	£162.00

J Dowle	Replacement fencing		615.00	
		VAT	2715.00	
			666.00	£3,996.00

October Deposit Refunds

30.09.22	Oaken Hall – 24.09.22	£125.00
04.10.22	Oaken Hall – 01.10.22	£87.50
06.10.22	Carman Room – 16.07.22	£75.00
20.10.22	Carman Room – 09.10.22	£50.00
20.10.22	Oaken Hall – 21.09.22	£50.00
20.10.22	Oaken Hall – 16.10.22	£50.00
24.10.22	Oaken Hall – 15.10.22	£41.00
24.10.22	Oaken Hall – 15.10.22	£50.00
28.10.22	Carman Room – 23.10.22	£50.00

(b) Direct Debits Paid During October 2022

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

October Direct Debits

29.09.22	O2	Mobile Phone	£19.24
30.09.22	Natwest	Bank Charges	£151.85
30.09.22	NEST	Monthly Pension	£630.36
30.09.22	Paymentsense	Card Charges	£43.08
30.09.22	NCS	Equipment Hire	£29.22
30.09.22	NCS	Equipment Hire	£29.22
30.09.22	NCS	Telephone charges	£54.00
03.10.22	TMBC	Business Rates	£692.00
05.10.22	Commercial Services	Gas Supply	£212.73
07.10.22	Sky	Sky Subscription	£372.00
10.10.22	Rentokil Initial	Washroom Services	£247.24
11.10.22	Siemens	Equipment Lease	£72.13
11.10.22	Siemens	Equipment Lease	£972.00
12.10.22	NCS	Telephone charges	£64.67
14.10.22	Commercial Services	Electric Supply – Car Park Lights	£34.65
14.10.22	FDMS	Card Charges	£218.91
17.10.22	Bankline	Bank Charges	£50.81
17.10.22	Safety Effect	H&S	£114.00
17.10.22	Sage	Monthly	£172.68
17.10.22	DHFE	Till Rental	£369.60
17.10.22	Paymentsense	Card Charges	£54.00
19.10.22	BT	Telephone Charges	£208.80
20.10.22	Heineken	Bar Stock	£7,647.62
24.10.22	WEX	Fuelcard	£61.93
24.10.22	Host My Office	IT Support	£350.40
24.10.22	EDF	Electricity Supply	£164.87
25.10.22	BOC	Bar Gas	£100.01
25.10.22	FDMS	Card Charges	£4.35
27.10.22	NEST	Pension contributions	£585.82
28.10.22	BT	BT Sports	£416.69
28.10.22	Veolia	Refuse Collection	£413.04

31.10.22	WEX	Fuelcard	£126.95
31.10.22	NCS	Equipment Hire	£29.22
31.10.22	NCS	Telephone Charges	£60.34

(c) BACs Payments made During October 2022**RESOLVED** the following BACs payments be **ACCEPTED** and **APPROVED**:-**October BACS Payments (not previously listed)**

30.09.22	EDF	Electric – NRRG	£90.41
30.09.22	Kent & Sussex	Bar Stock	£993.11
30.09.22	S Grantham	Reimbursement	£93.47
11.10.22	Dhaksina UK	Return of duplicate payment	£261.00
14.10.22	KCC Pension	Monthly Contributions	£1,584.32
14.10.22	M Lancelly	Kilnarn entertainment	£200.00
14.10.22	Forest Sofa Ltd	Bar tables	£807.60
14.10.22	HMRC	Monthly contributions	£5,706.75
14.10.22	KCC Pension	Monthly Contributions	£449.24
17.10.22	Kent & Sussex	Bar Stock	£926.28
20.10.22	Wellard Plumbing	Plumbing repairs	£183.00
20.10.22	Castle Water	Water Charges	£82.06
20.10.22	Kent & Sussex	Bar Stock	£1,302.56
20.10.22	Play Inspection	Repairs to play equipment	£276.00
20.10.22	Castle Water	Water Charges - CC	£1,002.03
20.10.22	J Dearden	Refund on overpayment	£9.00
24.10.22	KCC	White liner	£172.66
28.10.22	Capital Cleaning	Cleaning Supplies	£2.55
28.10.22	Kent & Sussex	Bar Stock	£1,315.21
28.10.22	Frisby Building	Plumbing Repairs	£184.79
28.10.22	J Mills	Chestnut Fencing	£77.30

(d) Debit Card Payments – October 2022**RESOLVED** the following debit card payments be **ACCEPTED** and **APPROVED**:-**October Debit Card**

30.09.22	Screwfix	Safety Boots	£54.99
07.10.22	FR Jones	Workwear	£26.32
07.10.22	Amazon	Floor Mat	£47.63
10.10.22	Amazon	Subscription	£8.99
10.10.22	Tesco	Bar Sundries	£66.01
13.10.22	RBL Poppy Appeal	Poppy Wreaths	£95.00
13.10.22	Mowers Online	Service Kit	£8.89
17.10.22	DVLA	Vehicle Tax	£290.00
21.10.22	Screwfix	OSA Supplies	£82.52
21.10.22	Amazon	Protective Work wear	£24.98
24.10.22	Amazon	OSA Supplies	£89.10
24.10.22	Stump Busters	Tree Stump removal	£240.00
27.10.22	Homebase	Plants	£23.95

(e) New Year's Eve Dance

The Clerk reported that so far ticket sales were very poor – approximately 20 – and it was necessary to sell 120 to “break even”. Discussion took place on advertising and the Clerk confirmed it had been put on Facebook, the website and posters around the centre. Previous attendees had also been contacted [where details are held].

RESOLVED the Clerk will ask the band about the latest time for cancellation and the dance be referred to the Community Centre Committee for further discussion at its next meeting.

(f) CCLA Property Fund

It was **NOTED** that a dividend payment of £5,232.66 had been received.

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

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

Garden Waste Collections

Dates for some collections have been changed and residents notified.

Adult Asylum Seekers

The leader of the Council has written a letter expressing concern about the dispersal of adult asylum seekers in Kent as there are currently over 20,000 households waiting for social housing. There are over 1,500 on the TMBC housing register and this is having further pressures with people from Ukraine.

Double Yellow Lines in Station Road

This has been requested because of issues around K Sports. The request has been referred to TMBC for consideration.

Burning of Sweet Chestnut Trees at EMR

Cllr Cannon has asked for a method statement and risk assessment following concerns raised about this issue. Cllr Mrs Godden said she visited the site following the burning of the trees and was advised that the stumps would need to be covered with soil, it was not known if this had taken place yet.

Local Plan Regulation 18 Consultation

This has now closed and the replies are being analysed.

Ditton Minors FC request for MUGA Refurbishment

Cllr Cannon said he will stay to listen to the council's discussion on this item.

The Chairman advised that the lamp post that was knocked down and then repaired outside 28 St Peter's Road, has not yet been re-wired and is therefore not working. Cllr Cannon will report this.

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

It was **NOTED** the Warden's report had been taken earlier in the meeting. Cllr Laidouci expressed concern that there is no attendance or report submitted about local crime issues and has not been for some time. He said he has rarely seen police in the village but has seen evidence of recreational drug use which is concerning. The Chairman said he spoke to

Matthew Scott's [Police and Crime Commissioner] secretary about a similar issue and she said she would make him aware. He was also advised that issues can be reported on mycommunityvoice.kent.co.uk. It was suggested this information be shared in the gazette.

241. **MULTI-USE GAMES AREA REFURBISHMENT** *[consideration of further information]*

Members were reminded that Ditton Minors FC made a presentation to the Open Spaces Committee some time ago and although initially the idea was considered it was referred to Full Council where concerns were raised and more information was sought. It was also noted that some of the information given was confusing about who would be the main applicant, which organisation the funding would come from [Sport England, the FA & the Football Foundation were all mentioned] and who would be liable for future maintenance/replacement etc. Some further information had been received from the football club but some areas were still unclear so the council had undertaken some research itself. Points to consider were that the surface must be tested to meet FA standards every 3 years, specific maintenance and equipment would be required, the surface had a limited life – possibly only 10 years and the cost that the Council would have to contribute to this project would be a disproportionate amount of council resources, particularly at a time of very real financial insecurity. It was noted that there is 3g provision in the village at K Sports and this is being increased – many villages do not have any.

RESOLVED to write to Ditton Minors, thanking them for their hard work and enthusiasm for this project but to advise that the Council does not wish to proceed with the project due to the financial commitments that would be required both now [at a time of great financial uncertainty] and in the future. To also advise that the council will be making improvements to the facility starting with replacement lamps.

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

(a) Plans for Comment

TM/22/02249/FL - 29 Primrose Drive Ditton Aylesford Kent ME20 6EG

Two storey side/rear extension and demolition of existing garage

RESOLVED NO OBJECTION

(b) Plans dealt with by Area 3 Committee

The following was **READ** and **NOTED**:

TM/22/00928/FL - 18 Cedar Close Ditton Aylesford Kent ME20 6EN

Demolition of existing single storey porch and proposed single storey rear, side and front extension with pitched roof to principal elevation

Approved on 24 October 2022

(c) Double Yellow Lines in Station Road [resident request]

It was **NOTED** that this has already been reported to TMBC via the Borough Councillor.

(d) Footpath MR492 – Public Diversion Order

READ and **NOTED**

(e) KCC – Kent Minerals and Waste Local Plan Consultation

To refer to a future planning meeting.

(f) Local Plan

Cllr Newman confirmed that the Council's response to the Regulation 18 Consultation had been submitted. He also advised that KCC have admitted that their traffic model used when considering plans was at fault. It was agreed Cllr Newman will draft a letter to express concern that this was allowed to happen and the impact this would have had on recent planning decisions.

243. **REMEMBRANCE DAY**

NOTED all arrangements are in hand and Community Wardens would be present on the day.

244. **CHRISTMAS GET TOGETHER**

It was noted that Friday 16th December was agreed. Unfortunately, some members cannot attend that day but it may be possible to do something at the December Full Council Meeting.

245. **WINTER GAZETTE**

It was hoped this would be ready end of November/early December.

246. **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.

247. **CONFIDENTIAL MEMORANDUM**

Confidential Memorandum Ref: 434, 435 and 436 were **READ** and **CONFIRMED** as a true record.

248. **CLOSURE**

The meeting closed at 8.42pm.

Cllr Mrs Dearden presented the Clerk with a card and voucher as a token of appreciation for her 20 years service to the Council.