

## DITTON PARISH COUNCIL

**MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE ACORN ROOM ON MONDAY 10<sup>TH</sup> JANUARY 2022**

PRESENT: CLLRS. J LOVER (CHAIRMAN), MRS J DEARDEN, MRS G GODDEN, A LAIDOUCI, A MULCUCK, & MRS A THROSSELL.  
 TMBC BOROUGH CLLR D COOPER  
 MRS N GREENAWAY [Clerk of the Council]

269. **OPENING OF MEETING**

The Chairman opened the meeting at 7.00pm and wished everyone a Happy New Year.

270. **APOLOGIES**

Apologies were **RECEIVED** from Cllrs Newman and Porter. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.483. Apologies were also received from Borough Councillor Cannon and KCC Councillor Kennedy and KCC Warden Absolon.

271. **DECLARATION OF INTERESTS**

Cllr Lover declared a personal interests in item 280(a), planning as one of the applicants is a neighbour.

272. **CASUAL VACANCIES**

The Clerk confirmed that all vacancies may now be filled by co-option. She advised that there had been no applications.

273. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 6<sup>th</sup> DECEMBER 2021**

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

274. **MATTERS ARISING**

Page 103, Item 250(c) - Cllr Mrs Throssell said she had seen that the barricade at the chestnut fence had been removed but asked why the rest of the fence had not. The Clerk responded that as the OSA Admin Assistant had been off work she wanted to clarify exactly what needed to be done. It was agreed this would be confirmed at the next Open Spaces Committee Meeting.

Page 104, Item 251(b) - Request for memorial bench

The Clerk advised she had met with Mr Thwaites to discuss the bench and had indicated that the Council would like to contribute towards the purchase and/or installation. She advised they had discussed the location – the village green and the type – recycled plastic. Cllr Mulcuck said he understood the family wished to purchase the bench.

The Clerk also advised a suitable recycled plastic bench had been found at a reasonable cost of £329.00. The Clerk said she would also arrange a site meeting to establish the best position for the bench so that it would not hinder any other activity on that part of the village green.

**RESOLVED** the Clerk will clarify with the family their preferred wishes but let them know the parish council would like to contribute in some way towards the bench as a thank you to Jane.

275. **MINUTES OF MEETINGS HELD DURING DECEMBER 2021**

(a) Finance and Administration Committee, 15<sup>th</sup> December 2021

The minutes of the above meeting were presented by the Chairman and signed as a true record. Cllr Mulcuck asked if the title of the meeting should have included "Planning Committee" as some plans were considered at this meeting. The Clerk advised that it was a meeting of the F&A Committee and the plans were date sensitive therefore it was preferable to have the committee consider them rather than delegate to the Clerk and Planning Chair. Members agreed the title of the meeting should be F&A not F&A and Planning.

The Clerk advised that there had been an error in that the amount of £2,000.00 suggested to be put into the OSA 5 year plan for gang mower replacement had not carried over so was not included in the budget. She also gave a suggestion of how the estimates could be reduced if members were not happy with the recommendation of 0.63% increase.

**Recommendations:**

ESTIMATES FOR FINANCIAL YEAR 2022/2023 [Page 61, Item 105]

**RESOLVED** to **APPROVE** and **ADOPT** the 2022/2023 estimates as set out in the minutes of the Finance and Administration Committee meeting held on 15<sup>th</sup> December 2021

276. **CORRESPONDENCE**

(a) For Noting

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

KALC: The Parish News, November/December 2021

SLCC: The Clerk November 2021

Rang du Fliers: Happy New Year Card

Mrs Holgate: Thank You re New Year's Eve Dance

(b) For Decision

KALC: Training Courses – January 2022  
**READ** and **NOTED**.

Ragstone Court Resident:

Traffic Incident/Road Safety

The email was **READ** and the resident's concerns about road safety **NOTED**. The clerk also showed photos of the incident to members. It was agreed that speeding cars were an issue and particularly dangerous at this bend. Discussion took place on how this matter can be addressed and suggestions made of contacting KCC Highways, KCC Cllr Kennedy about a possible 20mph speed limit through the village and also to discuss traffic calming with the preferred developer of Ditton Edge when a meeting is arranged. Cllr Mrs Godden asked about carrying out "speedwatch" in the village. Borough Cllr Cooper explained he had undertaken the training for this after previous issues with speeding but no-one had come forward to assist with the project. Cllr Mrs Godden said she would be interested.

**RESOLVED** to respond to the resident advising that the Council will look into ways to get speed of cars reduced and hopefully make the road safer.

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

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

**December Payroll Summary**

<i>Monthly</i>	<i>Gross</i>	<i>£22,525.02</i>
	<i>Net</i>	<i>£17,074.00</i>

**December Accounts (approved and paid 16.12.21)**

Community Centre				
CW Milner	Car park barriers		875.00	
		VAT	175.00	£1,050.00
KCS	Rock Salt		170.40	
	Consumables		27.85	
			55.15	
		VAT	50.68	£304.08
Southern Care	Safety Test – Hoist		55.00	
		VAT	11.00	£66.00
Chubb	Fire Alarm		593.85	
		VAT	118.77	£712.62
Capital	Cleaning & consumables		12.75	
			271.53	
			15.00	
		VAT	59.86	£359.14
Maidstone Glass	New exterior door & window repairs		790.00	
		VAT	158.00	£948.00
S & J Cleaning	Equipment Service		144.50	
		VAT	28.90	£173.40
HSS Hire	Scaffold Tower		179.03	
			14.00	
		VAT	38.61	£231.64

M/S Industrial Cleaners	Window Cleaning		260.00	£260.00
Envirocure	Legionella Testing Repairs		48.33 125.00	
		VAT	34.67	£208.00
<b>Bar</b>				
Lansdell	Bar Stock		199.64 134.32	
	Consumables		11.56 15.45	
		VAT	66.94	£428.31
Kent & Sussex	Bar Stock		1057.35 48.83	
		VAT	220.24	£1,321.42
Chubb	Alarm Maintenance		149.94 29.99	
		VAT		£179.93
Goldstar	Uniform		76.45 15.29	
		VAT		£91.71
BSS Stocktaking	Stocktake		120.00	£120.00
<b>F&amp;A</b>				
Ellis Whittam	Health Assessment		375.00 75.00	
		VAT		£450.00
Aquaid	Water Dispenser		39.98 8.00	
		VAT		£47.98
<b>OSA</b>				
KCS	Pitch Liner Stationary		140.40 14.85	
		VAT	31.05	£186.30
Matt Stephens	Remembrance Day		370.00	£370.00

### December Imprest Payments

06.12.21	C Acott - Christmas Dance refund	£108.00
20.12.21	R Lowe – Welding services	£15.00
22.12.21	Cash – NYE Band	£1,850.00

### December Deposit Refunds

01.12.21	Carman Room 11.09.21	£50.00
01.12.21	Oaken Hall 16.05.20	£68.25
01.12.21	Carman Room 07.11.21	£50.00
16.12.21	Carman Room 14.05.22	£50.00

### (b) Direct Debits - Paid During December 2021

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

01.12.21	O2	Mobile Phone	£15.82
01.12.21	Tonbridge & Malling	Business Rates	£442.00
02.12.21	BT	Phone Line	£113.76
07.12.21	Rentokil Initial	Washroom Services	£239.57
08.12.21	Sky	Sky Sports	£348.00
10.12.21	FDMS	Card Refund	£288.00
13.12.21	FDMS	Card Refund	£46.00
14.12.21	FDMS	Card Charges	£135.40

15.12.21	Bankline	Bank Charges	£54.87
15.12.21	Safety Effect	Monthly H&S	£114.00
15.12.21	DHFE	Till rental	£369.60
15.12.21	Paymentsense	Card charges	£54.00
16.12.21	Sage	Monthly subscription	£153.00
17.12.21	ICO	Annual Subscription	£35.00
20.12.21	BT	Broadband	£111.60
20.12.21	Heineken	Bar Stock	£1,235.40
23.12.21	Siemens	Equipment Hire	£188.46
24.12.21	Host My Office	IT Support	£350.40
24.12.21	BOC	Bar Gas	£118.39
29.12.21	WEX	Fuelcard	£1.80
29.12.21	BT	BT Sports	£390.16
29.12.21	NEST	Pension contributions	£358.61
29.12.21	Veolia	Refuse Collection	£436.27
31.12.21	NCS	Equipment Rental	£11.94
31.12.21	NCS	Telephone charges	£26.57
31.12.21	NCS	Telephone charges	£39.43
31.12.21	O2	Mobile phone	£18.13

(c) BACS - Paid During December 2021**December BACS Payments (not previously listed)****RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-

01.12.21	Unison	Employee Subscriptions	£291.00
06.12.21	Kent & Sussex	Bar Stock	£920.43
13.12.21	Kent & Sussex	Bar Stock	£987.36
15.12.21	HMRC	NI & PAYE contributions	£3,840.02
15.12.21	KCC Pension	Pension contributions	£2,100.10
16.12.21	N Greenaway	Reimbursement	£51.85
16.12.21	S Craig	Reimbursement	£18.50
16.12.21	S Grantham	Reimbursement	£4.18
24.12.21	Kent & Sussex	Bar Stock	£2,438.91

(d) Debit Card Payments - Paid During December 2021**RESOLVED** the following debit card payments be **ACCEPTED** and **APPROVED**:-

01.12.21	Amazon	Bar equipment	£28.49
02.12.21	Sainsbury's	Refreshments	£98.53
07.12.21	Screwfix	OSA supplies	£77.58
07.12.21	Lovely Flora	Get Well flowers	£22.94
08.12.21	Amazon	Stationary	£16.44
10.12.21	Amazon	OSA supplies	£84.17
13.12.21	Zoom	Monthly subscription	£11.99
13.12.21	Premier Farnell	Christmas Light	£64.74
14.12.21	Tesco	Bar sundries	£74.00
16.12.21	Party Delights	NYE sundries	£23.93
17.12.21	Amazon	Filtration Masks	£23.90
21.12.21	Amazon	Lanterns	£55.96
21.12.21	Nexus Data	Web Hosting	£213.60
22.12.21	B&Q	Decorating Supplies	£37.70

## 278. **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 3<sup>rd</sup> February.

### **LOCAL PLAN**

Work on revising and redrafting the Local Plan continues. Unfortunately, TMBC's Planning Policy Officer, Ian Bailey, has resigned and is currently working his notice. This is a pivotal role in preparing the new Local Plan and TMBC is keen to recruit an experienced replacement for Ian. This is likely to add a couple of months to the process of drafting the new Local Plan.

### **LOCAL POLITICS**

#### **BOROUGH COUNCIL REVIEW**

The full council meeting in December approved the officers' reply to LGBCE, and this has been submitted for their consideration.

#### **BY-ELECTIONS**

The three elections held in December resulted in the Conservatives holding Kings Hill, West Malling and Leybourne going to the Liberal Democrats and Castle ward going to the Green party.

### **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 planning to carry out another one-off garden waste collection starting later this month. As before the collections will be made starting with Monday collections in TWBC and then Mondays in TMBC and so on. Ditton will probably not get its turn until March and residents will be given a few days notice of when to put their brown bins out. Once again there will be no charge to residents. Charging will not resume until the fortnightly collections resume.

Following pressure from Councillors, the waste services team now sends us all a weekly update on how the sate contract is performing. There are also regular updates on the TMBC website, usually weekly but more often if the situation requires it.

Following a request from a Nursery Road resident, I contacted TMBC waste services about removing fly-tipped rubbish from the car park. TMBC has contacted Clarion who have undertaken to remove the rubbish.

### **OTHER**

The consultation period for Phase 3 of TMBC's Parking Action Plan is now running until 30 January. The proposals that affect Ditton are the introduction of double yellow lines on Woodlands Road between the defibrillator to just past Woodlands Parade outside no.96. Those with properties fronting the proposed scheme have been asked for their views and the parish council is also welcome to make a submission.

Cllr Mrs Dearden reported that there was lots of rubbish dumped behind Woodlands Parade again. She also raised safety concerns about the former garages under the shops/flats [all bar one] being used as habitable accommodation as there was only one access door. Members were not aware of this issue and shared the concerns for safety. The Clerk will speak to the KCC Warden in the first instance to see if this issue can be investigated by the appropriate authority,

279. **REPORT FROM NEIGHBOURHOOD POLICE/COMMUNITY WARDEN**

**NOTED** no report available.

280. **DATE SENSITIVE PLANNING, HIGHWAYS AND TRANSPORTATION ISSUES**(a) Plans Received for CommentTM/21/03290/LDP - 561 London Road Ditton Aylesford Kent ME20 6DL

Lawful Development Certificate Proposed: Extension at roof level (hip end to gable end) together with a dormer extension

**RESOLVED** This council has no objection to this application.

TM/21/03330/FL - Panattoni Park Aylesford Bellingham Way Larkfield Aylesford Kent

Development of a 33/11kV substation for the purpose of providing additional electrical capacity to Panattoni Park, Aylesford. Incorporating the construction of a new access road and all works ancillary to the development of a substation

**RESOLVED** This council has no objection to this application.

TM/21/03359/RD - Aylesford Newsprint Bellingham Way Larkfield Aylesford Kent

Details of condition 6 (external materials), 17 (surface water drainage), 19 (external lighting) and 29 (foul and surface water sewerage disposal) relating to Unit 1 Panattoni Park and 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)

**RESOLVED** This council has no objection to this application. Cllr Mrs Godden will review the application to see if there is any mention of the materials used for the car park as Cllr Mulcuck suggested a "permeable surface" would be preferable.

TM/21/03360/RD - Aylesford Newsprint Bellingham Way Larkfield Aylesford Kent

Details of condition 6 (external materials), 17 (surface water drainage), 19 (external lighting) and 29 (foul and surface water sewerage disposal) relating to Unit 2 Panattoni Park and 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)

**RESOLVED** This council has no objection to this application. Cllr Mrs Godden will review the application to see if there is any mention of the materials used for the car park as Cllr Mulcuck suggested a "permeable surface" would be preferable.

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)

**RESOLVED** This council has no objection to this application subject to the TMBC Tree Officer's approval.

(b) Plans dealt with by Area 3 Committee

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

TM/21/00891/TPOC - 6 Ditton Court Close Ditton Aylesford Kent ME20 6PQ

Remove 3 lowest branches on the North side of tree back to main stem and reduce the rest of the trees crown by 30%

**Refuse on 9 December 2021**

TM/21/02887/TNCA - The Rectory 2 The Stream Ditton Aylesford Kent ME20 6AG

T1 Corsican Pine - Crown reduce by one third

**No Objection on 6 December 2021**

TM/21/02585/FL - 3 Wilton Drive Ditton Aylesford Kent ME20 6PL

Side extension, partial conversion of garage, new garage roof, new front porch and internal alterations

**Approved on 16 December 2021**

TM/21/02053/FL - 34 Orchard Grove Ditton Aylesford Kent ME20 6BY

Single storey side and rear extension

**Approved on 31 December 2021**

TM/21/02830/FL - 40 Station Road Ditton Aylesford Kent ME20 6AY

Single storey side and rear extension and removal of existing detached garage

**Approved on 22 December 2021**

(c) Ditton Edge

The Clerk advised she had expressed the Council's wish for an in person meeting but had not yet received a response. Cllr Mulcuck suggested members that wish to attend the meeting should meet before hand to discuss the most important issues to raise with the developer.

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

Cllr Laidouci asked if there were any Twinning Events planned for the coming year. Cllr Mrs Throssell advised that a ceilidh dance was planned but it was unsure if the French would be invited/able to attend because of restrictions.

Cllr Mulcuck advised he is planning a Community Showcase for local clubs in April and this will be on the next agenda for discussion.

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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 to move that due to the confidential nature of the next item the Press and Public be excluded from the meeting.  
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282. **UPDATE ON BOUNDARY ISSUE**

This Council's Solicitor's letter in response to the one received from the resident's solicitor was **READ** and **NOTED**. The Clerk advised no response to this letter had been received yet. She also advised that TMBC Planning were happy with the fence and raised no issues.

283. **UPDATE ON STAFF MATTERS**

Cllr Mrs Dearden said she wished to express thanks to the Bar Staff for doing so well with the bars over the Christmas and New Year period despite illness. It was noted the takings for the period were excellent compared to recent years. Cllr Mrs Dearden also expressed thanks to the office staff and it was noted that the new staff member was working out well so far. A memo will be sent to all staff thanking them for their hard work.

Cllr Mulcuck also expressed thanks to the Clerk and other staff involved with putting on the New Year's Eve Dance under difficult circumstances this year. It was noted that all who attended were very appreciative and said they felt safe and thoroughly enjoyed themselves.

Confidential Memorandum Refs: 421 and 422 were **READ** and agreed as a true record.

284. **CLOSURE**

The meeting closed at 8.17pm.

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

