

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE ACORN ROOM AT DITTON COMMUNITY CENTRE ON **MONDAY 6TH SEPTEMBER 2021**

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

114. **OPENING OF MEETING**

The Chairman opened the meeting at 7.00pm.

115. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllrs Mrs Thwaites and Rook. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.473. Apologies were also received from Borough Councillor Cooper, KCC Councillor Kennedy and KCC Warden Absolon.

116. **DECLARATION OF INTERESTS**

There were no declarations of interest.

117. **CASUAL VACANCIES**

It was **NOTED** no enquiries had been received. The Clerk will advertise the vacancy in the next Gazette.

118. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 9th AUGUST 2021**

The minutes of the above meeting were **CONFIRMED** and **SIGNED** as a true record subject to amending page 48, Item 106 Boundary Review to read "43 members".

119. **MATTERS ARISING**

(a) Boundary Fence Request [page 43, Item 102(a)]

NOTED no response received to date.

(b) NHS LTS in Community Centre Car Park [Page 43, Item 102(b)]

NOTED notice had been given and the Test Site should be removed within the week and appropriate remedial works to the car park would take place as required.

(c) Ditton Minors Defibrillator Request for Assistance [Page 43, Item 102(c)]

The Clerk confirmed she had advised DMFC that the Council would pay for one cabinet at KBRRG and the annual maintenance for the defibrillator at that site.

120. **CORRESPONDENCE**

(a) For Noting – emailed where possible and circulated to those that requested.

Twinning Committee: Agenda for meeting 07.09.2021, 2pm in Don Carman Hall

Local Councils: Update September 2021

Clerks & Councils: Direct – September 2021

(b) For Decision

KALC: Emergency Plans/Questionnaire
Agreed an updated plan should be looked into for Ditton.

Report of KALC T&M Meeting if Available
NOTED no one was able to attend.

TMBC PPP: Report of Meeting if Available
Cllr Mrs Dennison gave a brief summary of matters discussed at this meeting: TMBC new website easier to navigate; KCC Tip Consultation; Leader of the Council – consultation to change PPP; Urbaser issues with Waste Collection; Agenda – notice for items to be included.

121. **FINANCE**

(a) Accounts for Payment

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

August Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£16,762.55</i>
	<i>Net</i>	<i>£22,713.80</i>

August Accounts (approved and paid 27.08.21)

Community Centre				
Chubb	Fire Alarm service		283.48	
		VAT	56.69	£340.17
KCC	Fire Risk Assessment		475.00	
		VAT	95.00	£570.00
Capital	Cleaning Supplies		20.00	
			91.12	
		VAT	22.22	£133.34
Maidstone Glass	Window maintenance		1630.00	
		VAT	326.00	£1,956.00
Business Stream	Waste water		517.33	£517.33
Bar				

Lansdell	Bar Stock		156.43	
			257.56	
			74.25	
		VAT	92.19	£580.43
BSS Stocktaking	Stocktake		120.00	£120.00
F&A				
Aquaid	Water Cooler Overpayment		101.92	
			(16.80)	
		VAT	13.63	£81.76
Commercial Services	Vehicle Lease		302.78	
		VAT	60.56	£363.34
Wiley Wheels	Repair to Parish Vehicle		299.65	£299.65
OSA				
Fields in Trust	Annual subscription		65.00	£65.00
Play Inspections	Annual play equipment inspection		230.00	
		VAT	46.00	£276.00
Ernest Doe	Tractor parts		67.95	
		VAT	13.59	£81.54
C W Milner	New footpath		3752.00	
		VAT	750.40	£4,502.40

August BACS Payments (not previously listed)

05.08.21	Complete Weed Control	Recreation ground treatment	£702.00
05.08.21	Atlas FM	Alarm Activation	£49.61
16.08.21	HMRC	PAYE/NI contributions	£3,265.33
16.08.21	KCC Pension	Pension contributions	£1,882.20
18.08.21	Kent & Sussex Drinks	Bar Stock	£1,798.00
19.08.21	N Saunders	Reimbursement	£16.42
20.08.21	SGB Prestige (Ark Trading)	Work Uniform	£504.17

August Deposit Refunds

17.08.21	Carman Room – 31.08.21	£50.00
17.08.21	Carman Room – 07.08.21	£50.00
19.08.21	Oaken Hall – 20.11.22 (cancelled booking)	£140.00
19.08.21	Oaken Hall – 19.11.23 (cancelled booking)	£125.00
24.08.21	Acorn Room – 21.08.21 (cancelled booking)	£82.50
27.08.21	Carman Room – 14.08.21	£50.00
27.08.21	Carman Room – 25.08.21	£50.00

August Imprest Payments

31.08.2021	Kent County Playing Fields Assoc	£20.00
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(b) Direct Debits Paid During June/July/August 2020

August Direct Debits

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

02.08.21	WEX	Fuelcard	£1.80
02.08.21	TMBC	Business Rates	£442.00
09.08.21	WEX	Fuelcard	£90.15
09.08.21	Rentokil Initial	Washroom services	£239.57
09.08.21	Sky	Sky TV	£338.40
12.08.21	Kent Commercial Services	Energy supply	£394.82
13.08.21	FDMS	Card Charges	£107.37
16.08.21	Bankline	Monthly charge	£49.61
16.08.21	Safety Effect	Monthly H&S	£114.00
16.08.21	Sage	Monthly subscription	£153.00
16.08.21	DHFE	Till rental	£459.60
16.08.21	Paymentsense	Card charges	£54.00
20.08.21	Heineken	Bar Supplies	£7,127.64
23.08.21	WEX	Fuelcard	£51.81
23.08.21	EDF	Streetlight energy	£97.13
25.08.21	BOC	Bar Gas	£99.12
26.08.21	NEST	Pension contribution	£461.53
27.08.21	Paymentsense	Card charges	£17.82
31.08.21	BT Group	BT Sports	£284.38
31.08.21	Veolia	Refuse collection	£240.54
31.08.21	FDMS	MUGA Key Deposit refund	£25.00
31.08.21	NCS	Telephone charges	£40.91

(c) Debit Card Payments – August 2021

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

August Debit Card

11.08.21	Screwfix	OSA supplies	£43.73
12.08.21	Zoom	Monthly subscription	£11.99
16.08.21	Drink Warehouse	Bar Stock	£2,163.22
16.08.21	Argos	Bar TV's	£1,798.00
19.08.21	Argos	Bar blinds	£40.00
19.08.21	Mesh Direct	MUGA – repairs	£154.91
23.08.21	Screwfix	Protective clothing	£37.96

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

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

Waste Services

As Borough Councillors we are now receiving a weekly operational update from the head of Street Scene & Leisure. While the food waste, refuse collection and recycling services have mostly returned to normal, garden waste services continue to be suspended in order to ensure these core services remain on schedule. In effect crews from the garden waste services are being redeployed to cover the shortfall in HGV drivers but also other staff shortages caused by Covid related issues. Residents pay separately for their garden waste service and instead of receiving refunds due to the suspension of the service their contracts will be extended for the total period lost, however long that might yet prove to be.

Unfortunately a timetable for the reintroduction of the Saturday Freighter Service is not going to be progressed because of the ongoing staff issues. Saturdays are currently used for providing a catch up service for rounds missed in the week and also the approved pilot roll out to flats. As David Cooper mentioned to you last month by next summer it is expected

the new household waste facility will open in Allington and at that point the KCC will end their financial support for this Freighter Service in any case because there will at last be a household waste recycling facility within the borough, albeit on its borders.

Air Quality Action Plan

A new Air Quality Action Plan was endorsed at the Street Scene & Environmental Services Board meeting on 31 August following the end of the public consultation phase. We have 6 Air Quality Management Areas in the Borough with one located in the northern part of Ditton Parish abutting the M20 and two other nearby at Larkfield and Aylesford next to the A20 junctions at New Hythe Lane and Quarry Wood. The highest level of pollutants in the Borough is at the Watringbury Crossroads AQMA but the Larkfield and Aylesford AQMA sites have the second and third highest readings respectively. The other Ditton site at the A20 traffic lights was revoked in October 2020. There are 15 separate mitigating measures proposed within the Air Quality Action Plan with 14 relevant to our local area. In terms of the Local Plan and future development compliance with LP20 on Air Quality is required. Cumulative development adversely affecting air quality is mentioned and it remains to be seen how the developments at Ditton Edge and others in neighbouring parishes affect local air quality in the next few years offsetting incremental gains elsewhere.

Planning

Just for information David Cooper has called in the application on Land opposite 647 London Road for the siting of a new 5G mobile phone mast.

Cllr Newman raised concerns about pollution as it seemed as though it was not an issue when Ditton Edge was approved. He also asked if the waste service level agreement was being discussed and Cllr Cannon confirmed it was.

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

NOTED no reports were available.

Cllr Mrs Dearden asked if the police attended following her reporting that she had witnessed someone taking an air rifle into the quarry. The Clerk confirmed they had but had not found anyone. It was agreed such incidents need to be monitored and the local warden and police made aware.

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

(a) Plans for Comment

One application had been received and it was agreed to consider:

TM/21/02053/FL	Single storey side and rear extension	34 Orchard Grove
RESOLVED	NO OBJECTION	

(b) Plans dealt with under delegated power during recess

NOTED none received.

(c) 5G Mast on London Road

RESOLVED to object to the installation in support of the residents health concerns and also because it would be a safety issue as it would affect the site line at the junction of Bell Lane and the A20.

(d) Plans dealt with by Area 3 Committee**NOTED:**

TM/21/01666/LDP	Lawful development certificate proposed: Loft conversion with rear dormer and insertion of roof windows CERTIFIES ON 9 AUGUST 2021	15 Orchard Gr
TM/21/01667/FL	Demolition of existing extensions and garage and erection of porch and single storey rear/side extension and replacement garage APPROVED ON 9 AUGUST 2021	15 Orchard Gr
TM/21/01676/FL	Installation of new headframe accommodating new and relocated antenna and ancillary radio equipment on existing lattice mast, upgrade to feeder cables, upgrades to cabinets and installation of GPS node in existing compound and ancillary development thereto APPROVED ON 9 AUGUST 2021	Telecom Mast at Ditton Waste Water Treatment
TM/21/01908/TPOC	T1 Cherry – sympathetic pruning to reduce excessive shading involving crown reduction and crown thinning to reduce height and spread and T2 and T3 Ash – pruning to reduce excessive shading, including crown reduction and thinning to reduce height and spread APPROVED ON 27 AUGUST 2021	33 Acorn Grove
TM/21/01870/RD	Details of conditions 2 (materials, 3 (slab levels) And 6 (landscaping and boundary treatment) Pursuant to planning permission TM/19/01296/FL (Erection of new dwelling within site boundary) APPROVED ON 24 AUGUST 2021	12A Ditton Ct Cl
TM/21/00976/TPOC	Robinia T1 – Remove major deadwood and reduce By 25% height from 24m to 18m and Width from 8m-6m, T2 Oak, - Deadwood and thin crown by 15%, T3 Multi-stemmed Lawson Cypress – Reduce by 1/3 G1 Conifer – Reduce by 40% & trim all round, G2 Conifer – Reduce by approx. 50% APPROVED ON 23 AUGUST 2021	Silver Birches 425 London Rd

(e) Tree Preservation Order – 6 Ditton Court Close**READ and NOTED.**125. **REMEMBRANCE DAY**

It was **NOTED** that the road closures had been applied for. Cllr Mulcuck asked that wreaths be ordered for Damara and Ditton Heritage Centre.

126. **DITTON GAZETTE**

It was agreed Cllr Mulcuck would supply a photo of the Ford for the front cover. The Clerk asked if members could assist with delivery and she would also contact the church to see if they could assist.

127. **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.

128. **STAFF MATTERS**

Cllr Mrs Dearden advised members that Ben had handed in his notice and that she and the Clerk would be looking at whether to offer the role as full or part time when recruiting for a replacement.

It was noted an application had been received for a casual caretaking role and that the role had been advertised and interviews would be offered to suitable candidates.

It was **NOTED** there were several new members of staff in the bar and it was working very well currently.

Cllr Mrs Dearden advised that appraisals would soon be undertaken for all staff, commencing with the Grounds staff. She added that the new member of Grounds Staff was working out very well so far.

129. **REQUEST TO LIFT BAN FROM KILNBARN**

A request to lift a lifetime ban was **READ**. It was **NOTED** that the Bar Supervisor had concerns about this as the person concerned had recently demonstrated unwelcome behaviour outside the Kilnbarn.

RESOLVED to respond advising that the ban remains in place, and this included the outside bar patio.

130. **CLOSURE**

The meeting closed at 7.47pm.