

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON **MONDAY 2ND DECEMBER 2024**

PRESENT: CLLRS. N NEWMAN [CHAIRMAN], M J PORTER [VICE-CHAIR], MRS K NASH,
 A R MULCUCK, MRS M NEWMAN, MRS A THROSSELL, D ADLINGTON,
 MRS L COX, J COX, A WATERS & LAIDOUCI
 MRS N GREENAWAY [CLERK OF THE COUNCIL]
 TMBC CLLR C WILLIAMS

304. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

305. **APOLOGIES FOR ABSENCE**

Apologies were received from Borough Cllrs Cannon and Hammond and KCC Cllr Kennedy.

306. **DECLARATION OF INTERESTS**

Cllrs Adlington and Laidouci declared personal interests in item 315(a), Plans for Comment – Woodlands Road - Cllr Adlington's relative is a neighbour and Cllr Laidouci lives close to the property.

307. **CASUAL VACANCY**

It was **NOTED** that an application had been received from a resident to join the Council but unfortunately they had been unable to attend the meeting.

It was agreed that, it would be preferable to delay the co-option until the applicant could attend in person.

308. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 4th NOVEMBER 2024**

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

309. **MATTERS ARISING**

There were no matters arising.

310. **MINUTES OF MEETINGS HELD DURING NOVEMBER 2024**

(a) Finance and Administration Committee, Monday 11th November 2024

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

(b) Personnel Committee, Monday 11th November 2024

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

(c) Planning, Highways and Transportation Committee, Monday 18th November 2024

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

(d) Open Spaces and Amenities Committee, Monday 18th November 2024

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

There was one matter arising:

[Page 118, Item 292(a) Quotation for essential tree works
Information to support recommendation to fell Lime tree at NRRG

The Clerk reported that she had spoken to both the Tree Surgeon and Grounds Supervisor about the recommendation to fell this tree. It was **NOTED** that the tree was touching a property and it would be more cost effective long term to fell the tree rather than pollard each year. It was agreed to proceed with the tree being felled as part of the accepted works.

Cllr Waters said that as the tree was on the recreation ground before the house was built, if it was felled trees should be planted in an alternative location on the recreation ground. It was suggested the issue of planting further trees on the rec should be referred back to the Open Spaces Committee.

(e) Community Centre Committee, Monday 25^h November 2024

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

There was one matter arising:

Item 301(b), Page 121 - it was **NOTED** that an additional quotation of £24,816.00 plus VAT, to refurbish the men's toilets in the bar, had been received.

RESOLVED to accept the quotation of £20,769.00 plus VAT from JPS Group to refurbish the men's toilets in the Kilnbarn Bar.

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

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

Ditton Twinning Association: Minutes of Meeting held on 5th November 2024

Heart of Kent Hospice: Parish Council's Update 2024

SLCC: The Clerk November 2024

For Decision

NOTED none received to date.

312. **FINANCE**(a) Payments to be Ratified**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**November Payroll Summary**

<i>Monthly</i>	<i>Gross</i>	<i>£36,617.01</i>
	<i>Net</i>	<i>£27,397.02</i>

November Deposit Refunds

04.11.24	Carman Room - 26.10.24	£50.00
06.11.24	Carman Room – 27.10.24	£50.00
07.11.24	Carman Room – 02.11.24	£50.00
07.11.24	Oaken Hall – 02.11.24	£54.00
08.11.24	Carman Room – 02.11.24	£50.00
19.11.24	Carman Room - 09.11.24	£108.50
20.11.24	Oaken Hall – 16.11.24	£114.00
22.11.24	Carman Room – 17.11.24	£108.00
25.11.24	Carman Room – 15.11.24	£50.00
25.11.24	Carman Room – 16.11.24	£50.00
26.11.24	Carman Room – 24.11.24	£50.00

Accounts (approved and paid 28.11.24)

Community Centre				
Capital	Cleaning Supplies		117.00	
		VAT	23.40	£140.40
KCS	Stationary		103.99	
		VAT	20.80	£124.79
Envirocure	Legionella Testing		88.75	
		VAT	17.75	£106.50
Kent Asphalt	Repair to Pre-school Roof		1280.00	
		VAT	256.00	£1,536.00
KD Drainage	Blocked Drain		197.50	
		VAT	39.50	£237.00
Astra Security	Key Cutting		90.00	
		VAT	18.00	£108.00
KBC	Heating repairs		279.00	
			55.80	£334.80
MPR	Fire Bell Sounder Test/Digital Floor Plans		370.00	
		VAT	74.00	£444.00
S&J Cleaning System	Scrubber Dryer Repairs		163.13	
		VAT	32.63	£195.76
Bar				
Kent & Sussex	Bar Stock		627.91	
	Bar Stock		919.33	
	Credit previously taken		61.36	
		VAT	270.15	£1,878.75

GI Carpets	Entrance Matting	VAT	590.00 118.00	£708.00
Chubb	Intruder Alarm	VAT	277.05 55.42	£332.47
TH Electrical Services	Pre-school Water Heater Kilnbarn dimmer switch		120.00 200.00	£320.00
JPS	Entrance Lobby refurbishment Fire Door upgrade	VAT	1650.00 3963.00 1122.60	£6,735.60
All Chilled	Equipment Servicing	VAT	389.00 77.80	£466.80
Lansdell	Bar Stock	VAT	201.41 218.30 33.98 190.70 263.15 163.11	£1,070.75
F&A				
Aquaid	Water Cooler	VAT	41.96 8.39	£50.35
Matt Stephens	Remembrance Sound System		315.00 60.00	£375.00
OSA				
A & F	Hedge Cutting	VAT	300.00 60.00	£360.00

(b) Direct Debits Paid During November 2024**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**November Direct Debits**

01.11.24	Paymentsense	Card Machines	£84.00
01.11.24	TMBC	Business Rates	£349.00
01.11.24	Carlsberg	Bar Stock	£1,329.58
04.11.24	HMRC	Gaming Machine Duty	£87.14
07.11.24	SKY	Sky Sports	£433.86
08.11.24	Commercial Services	Energy Costs	£464.55
08.11.24	Rentokil Initial	Washroom Services	£182.77
08.11.24	Carlsberg	Bar Stock	£3,743.28
11.11.24	WEX	Fuelcard	£55.17
14.11.24	FDMS	Card Charges	£447.09
15.11.24	Bankline	Bank Charges	£107.75
15.11.24	Safety Effect	Monthly H&S	£114.00
15.11.24	DHFE	Till Rental	£369.60
15.11.24	Carlsberg	Bar Stock	£3,296.44
18.11.24	Sage	Monthly Subscription	£236.40
21.11.24	Hugo Fox	Website	£23.99
22.11.24	Carlsberg	Bar Stock	£873.71
25.11.24	WEX	Fuelcard	£129.25
25.11.24	Host My Office	Computer Support	£754.44
25.11.24	BOC	Bar Gas	£359.45
26.11.24	NEST	Pension Contributions	£823.01

26.11.24	TNT	TNT Sports	£487.31
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(c) BACs Payments made During November 2024**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**November BACS Payments (not previously listed)**

04.11.24	J Dowle	Security Bollard Deposit	£630.00
04.11.24	Kent & Sussex	Bar Stock	£939.48
08.11.24	M Lancley	Kilnbarn Entertainment	£230.00
12.11.24	M Matei	Cleaning Services	£56.00
12.11.24	Kent & Sussex	Bar Stock	£622.34
12.11.24	JPS	Decorations	£3,028.80
25.11.24	M Beauridge	Bar Services	£179.10

(d) Debit Card Payments made during November 2024**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**November Debit Card**

01.11.24	Hedges Direct	Blackthorn Bushes	£47.94
01.11.24	Amazon	Monthly Subscription	£8.99
07.11.24	Timpson	Key Cutting	£20.00
11.11.24	Austen Group	Wheel Barrow	£259.96
11.11.24	TJGolf	Drag Mat	£246.84
11.11.24	Amazon	Audio Cable	£8.99
12.11.24	Screwfix	Tools	£270.68
13.11.24	Tesco	Raffle Prizes/Refreshments	£158.99
21.11.24	Amazon	Christmas Decorations	£47.87
22.11.24	Amazon	Bar Stock	£22.40
25.11.24	Safety Signs	Fire Safety Signs	£54.83
26.11.24	Amazon	Dividers/ HDMI Cable	£39.97

(e) KCC Internal Audit – Report of Visit 26/11/2024

It was **NOTED** that the report had not yet been received but the Clerk advised that the auditor had said she had not found any issues and everything had looked in order during her visit.

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

TMBC Borough Cllr Colin Williams reported on the following issues:

Fees and Charges

The Cabinet recently agreed to increase most of TMBC's fees and charges broadly in line with inflation as from 1st April 2025. However, they have also accepted a recommendation from the Communities and Environment Scrutiny Select Committee to increase the annual garden waste subscription for the householder's first bin by a higher rate - £53 to £63 per annum. However, this increase, while above inflation, only brings the charge into line with the majority of the other borough and district councils in Kent and enables TMBC to offset the forthcoming increase in contract costs effective from 1st April 2025. The service remains a popular one with 55% of householders in the Borough currently subscribing. However, the impact of the change will be closely monitored.

Debt Collection

As is well known, TMBC collects Council Tax on behalf of several public bodies including KCC and Parish Councils but at the same time has to consider the welfare of those in vulnerable circumstances. Therefore following the findings of the Money Advice Trust's "Stop the Knock" research into local authority debt collection, the Finance, Regeneration and Property Scrutiny Select Committee has recommended for a sample size of 500 residents cases be placed with an organisation called Reach Out to be approved to provide an opportunity to understand household circumstances and support those in debt.

As a result it is hoped the Borough Council might be able to target a reduction in the use of bailiffs and if this pilot is successful, a further tranche of cases could be commissioned.

Local Democracy

At the Parish Partnership Panel on 21st November, the new Chief Executive of TMBC, Damien Roberts, referred to how parish and borough councillors are at the heart of local democracy but all too often are rather taken for granted. Although big is sometimes seen as more simple, parish and borough councils are agile, efficient with the limited resources held, close to the local community and good at delivering on the ground. In particular he referred to the ability of parish and borough councils to bring people together and to collaborate with community organisations and local businesses.

Local Plan

At the Housing and Planning Scrutiny Select Committee tomorrow it is likely details of how Parish Councils will be engaged with the development of the Local Plan, will be approved. Although this will continue to be through the quarterly Parish Partnership Panel meetings, there will be an additional set of meetings during the first three weeks of the next Regulation 18 consultation to provide an opportunity for Parish Councils to ask questions about the content of the draft Local Plan. The Borough will be split up into geographical areas to allow smaller group discussion and these meetings will be held on MS Teams.

The Clerk advised that KCC Councillor Andrew Kennedy had asked her to pass on his thanks to the Council for allowing him to use the Oaken Hall for the forthcoming carol concert and that he hoped to see everyone there.

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

NOTED no report available.

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

(a) Plans for Comment

24/01808/PA - DEVELOPMENT SITE SOUTH OF BRAMPTON FIELD BETWEEN BRADBOURNE LANE AND, Kiln Barn Road, Ditton, Aylesford

Details of condition 22 (Remediation Strategy Verification Report) in relation to the plots 39-44 and 245-250, pursuant to planning permission TM/23/03298 (S73 application to vary Condition 27 of planning permission TM/23/00807/FL to allow the occupation of 50 dwellings before the junction works at the A20/Station Road/New Road are substantially completed).

RESOLVED THIS COUNCIL HAS NO CONCERNS RAISED FROM THE FINDINGS AND SUPPORTS THE LETTER FROM THE PLANNING, HOUSING AND ENVIRONMENTAL HEALTH IN HAVING NO OBJECTIONS.

24/01784/PA - COBDOWN HOUSE, 548, LONDON ROAD, DITTON, AYLESFORD

Refurbishment and extension of existing commercial office space and car park

RESOLVED THIS COUNCIL SUPPORTS THE NEIGHBOUR CONCERNS AND ASK THAT WORK IS NOT DONE NEAR TO THE REAR BOUNDARIES OF 1 -15 STATION ROAD. WE SUPPORT THE PLANNING, HOUSING AND ENVIRONMENTAL HEALTH COMMENT ABOUT THE NOISE FROM AN AIR SOURCE HEAT PUMP – ESPECIALLY WITH RESIDENTIAL PROPERTIES NEARBY. WE ALSO SUPPORT THE COMMENT ABOUT CONSTRUCTION BEING RESTRICTED TO THE PROPOSED TIMES AND NO BONFIRES ALLOWED. WE ARE CONCERNED THE ADDITIONAL PARKING FACILITIES WILL IMPACT THE SPORTS GROUND AND HAVE NOT SEEN A RESPONSE FROM SPORTS ENGLAND ABOUT THE SPORTS GROUND BEING REMOVED.

24/01852/PA - COBDOWN SPORTS GROUND, STATION ROAD, Ditton, Aylesford

Non-Material Amendment to planning permission TM/24/01071/PA - a minor amendment to the site layout to allow each kiosk to have its own plinth and access stairs

RESOLVED TO COMMENT THAT WHILST THIS IS A MATERIAL CHANGE, THIS COUNCIL CANNOT UNDERSTAND WHY THERE WAS NO CONSIDERATION OF A CONCRETE PLINTH AND A SINGLE ACCESS STAIR. WE CANNOT UNDERSTAND AFTER THE DETAILED FEEDBACK OF OUR ORIGINAL CONCERNS THAT THIS WAS NOT THOUGHT THROUGH AT THE FIRST PROPOSED PLAN. THIS COUNCIL IS ALSO CONCERNED WITH THE MATERIAL IMPACT INCREASING THE HEIGHT OF THE STRUCTURES WILL HAVE.

24/01710/PA - 653, London Road, Ditton, Aylesford, ME20 6DJ

Proposed sub-division of existing plot at 653 London Road, Ditton and creation of a Custom-Build 2 bedroom detached dwelling at the rear of the garden

RESOLVED TO ASK FOR THIS APPLICATION TO BE 'CALLED IN'. THIS COUNCIL STRONGLY OBJECTS TO THE PROPOSED PLANS – THE DIMENSIONS PROPOSED ARE NOT IN KEEPING WITH THE AREA. A SECOND PROPERTY ON THE SITE IS NOT IN LINE WITH THE SURROUNDING AREA AND COULD LEAD TO A PRECEDENT THAT HAS NOT TAKEN PLACE ALONG THE A20. THE PLAN WOULD LEAD TO MORE TRAFFIC COMING OUT ONTO THE A20. IT WILL CAUSE UNNECESSARY DUST AND POLLUTION IN AN AREA THAT IS NOT EXPECTING HOUSING DEVELOPMENT GOING FORWARD.

24/01782/PA - 141, Woodlands Road, Ditton, Aylesford, ME20 6HF

Proposed demolition of existing porch & erection single storey front extension

RESOLVED THIS COUNCIL OBJECTS TO THIS APPLICATION AS IT IS CONCERNED ABOUT THE LACK OF DETAILED DRAWINGS FOR THIS APPLICATION. THE EXTENSION WOULD PROTRUDE FURTHER THAN ANY OTHER PROPERTY ON WOODLANDS ROAD THEREFORE SETTING A PRECEDENT. CONCERN THERE IS NOT SUFFICIENT DETAIL ABOUT THE CHANGES TO THE LANDSCAPING – ON HOLDING THE FOUNDATIONS ON THE SLOPE.

The Chairman moved that two additional, date sensitive applications be considered as there is no planning meeting in December.

24/01867/PA - UNIT 2, Bellingham Way, Panattoni Park, Aylesford, ME20 7WT

Details of condition 11(part 4) and 12 (Remediation strategy) Condition 18 (Drainage Verification Report) 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 COMMENT TO MAKE ON THIS APPLICATION.

24/01878/PA - 55, COBDOWN CLOSE, DITTON, AYLESFORD, ME20 6SZ

Proposed construction of 2-storey side extension, single storey rear extension and front entrance porch

RESOLVED THIS COUNCIL HAS NO COMMENT TO MAKE ON THIS APPLICATION.

(b) Plans dealt with by Area 3 Committee - NOTED24/01541/PA - 23, CEDAR CLOSE, DITTON, AYLESFORD, ME20 6EN

Part two storey/part first floor rear extension and internal alterations

APPROVED 18/11/2024(c) Orchard Mill

No update.

(d) Bradbourne Proposal

The Chairman advised that application reference 24/00372/PA – Outline Application for the development of land East of Kilnbarn Road and West of Hermitage Lane – had been received last Thursday. On the first review, it looked to be the same as the application submitted earlier in the year that the Council had already submitted substantial objections to. However, it looks as though some of the plans have been adjusted showing upgrades to bridleways and tweaks to road plans. It also highlights the houses that must have been purchased on Hermitage Lane that will be demolished to make way for the new development. It was **NOTED** that the application stated a response deadline of 28th December 2024 but the Clerk has asked for an extension to this time and also that TMBC Cllr Rob Cannon has supported this request. Whilst a decision on the extension to time for comments is awaited, it was suggested thought be given to a response. The Chairman advised that Cllr Waters had reviewed the Heritage Statements. Cllr Waters said he would be happy to draft some comments to add to the council's initial objections.

The Chairman advised members of two other items relating to Planning that had occurred:

(e) Meeting with Helen Grant MP

The Chairman advised that Helen Grant had asked to meet with him and the Clerk. They had met the previous week and the following items were discussed:

- Highway Issues including the Running Horse roundabout
- The [lack] of planning of repairs on the highways and the notice period for doing them
- South East Water bore holes
- TMBC Local Plan
- The large housing projects in the area
- K Sports – lack of information/communication – hopefully this will improve
 - Hockey Club needing a new “home”.

(f) Letter from the Planning Inspectorate

The Chairman advised that following the letter being sent to the Planning Inspectorate to advise them of the issue of ownership of the access road, the letter had been acknowledged along with another from David Stevens and interested parties were invited to comment up until 9th January 2025.

(g) Delegation of Planning Comments during December Recess

RESOLVED to delegate power to the Clerk in Consultation with the Chair of the Planning Committee to review any non-contentious applications that are received during the December recess

316. **DRAFT MEETING TIMETABLE FOR 2024**

NOTED and **APPROVED**. Cllr Mrs Throssell asked if there should be an additional Personnel Committee meeting included. The Clerk advised that she had indicated that further Personnel and possibly F&A meetings were to be advised.

317. **CHRISTMAS GET TOGETHER**

Confirmed as Friday 13th December at 7.30pm in the Oaken Hall bar area.

318. **KILNBARN ROAD PLAYGROUND CHRISTMAS DAY**

It was **NOTED** that if there was no one available to open/close the park, then it would remain closed on Christmas Day.

319. **GAZETTE DELIVERY**

The Clerk advised the gazette should be back from the printers on Friday 6th December and asked if anyone could assist with delivery. She will arrange to get the gazettes to those that were able to assist and the rest would go round to the church for delivery by members of the congregation.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50 the Chairman moved that due to the confidential nature of the next item the Press and Public be excluded from the meeting.

320. **CONFIDENTIAL MEMORANDUM**

Confidential Memorandum Ref. 446 regarding increases to staff salaries was **READ** and **CONFIRMED**.

321. **CLOSURE**

The meeting closed at 8.36pm.

Chairman
6th January 2025

