

DITTON PARISH COUNCIL

**NOTICE IS HEREBY GIVEN OF A MEETING OF DITTON PARISH COUNCIL TO BE HELD
IN THE COUNCIL CHAMBER ON MONDAY 5TH JANUARY 2026 AT 7.30PM**

Ditton Parish Council
Ditton Community Centre
Kilnbarn Road
Ditton
AYLESFORD,
Kent ME20 6AH

This meeting will follow a meeting of the
F&A Committee – please do not arrive
before 7.15pm.

This meeting will include a presentation
from Cllr Andrew Kennedy on Local
Government Reform.

[Mrs] Nicola Greenaway
Clerk of the Council

31st December 2025

Tel: 01732 844749

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1. **OPENING OF MEETING**

2. **APOLOGIES**

3. **DECLARATION OF INTERESTS**

4. **CASUAL VACANCY**

5. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 8TH
DECEMBER 2025**

6. **MATTERS ARISING**

TMBC request for funding for the TMBC Anti-social Behaviour Enforcement Team 2026 [Page
123, Item 306(f)]

7. **MINUTES OF OTHER MEETINGS HELD DURING 2025**

(a) Finance and Administration Committee, 8th December 2025 (herewith)

Recommendation from F&A Meeting 5th January 2026:

ESTIMATES FOR FINANCIAL YEAR 2026/2027

(b) Personnel Committee, 8th December 2025 (herewith)

8. **CORRESPONDENCE**

(a) For Noting

KCC Highway Improvement Team: Road Safety and Active Travel Newsletter

(b) For Decision [none received to date]

9. **FINANCE**

(a) Payments to be Ratified

December Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£33,069.96</i>
	<i>Net</i>	<i>£23,729.60</i>

Accounts (approved and paid 23.12.25)

Community Centre				
Envirocure	Legionella Testing	VAT	48.75 9.75	£58.50
TH Electrical	Remedial electrical work	VAT	1190.00 238.00	£1,428.00
Maidstone Cleaners	Window Cleaning		260.00	£260.00
1 st A Pest Control	Routine Pest Control	VAT	60.00 12.00	£72.00
Capital Cleaning	Cleaning Supplies	VAT	126.58 158.38 57.00	£341.96
PPLPRS	Music Licence	VAT	2117.02 423.41	£2,540.43
Bar				
Lansdells	Bar Stock	VAT	201.88 224.85 231.86 117.13	£775.72
Kent & Sussex	Bar Stock	VAT	1309.46 261.88	£1,571.34
OSA				
Parker Sign & Print	Nature Sign	VAT	151.61 30.32	£181.93
F&A				
NCS	Photocopy Charges	VAT	57.33 11.47	£68.80
Forvis Mazars LLP	External Audit	VAT	1680.00 336.00	£2,016.00

December Deposit Refunds

03.12.25	Carman Room - 29.11.25	£50.00
03.12.25	Carman Room – 29.11.25	£50.00
04.12.25	Oaken Hall – 29.11.25	£50.00
05.12.25	Carman Room – 30.11.25	£50.00
10.12.25	Oaken Hall – 06.12.25	£126.50
17.12.25	Carman Room – 13.12.25	£50.00
22.12.25	Carman Room – duplicate payment	£75.00
23.12.25	Carman Room – 20.12.25	£65.00

(b) Direct Debits - Paid During December 2025

December Direct Debits

01.12.25	O2	Mobile Phone	£14.18
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01.12.25	TMBC	Business Rates	£838.00
04.12.25	Carlsberg	Equipment Hire	£201.60
05.12.25	Carlsberg	Bar Stock	£2,360.32
08.12.25	WEX	Fuelcard	£137.56
08.09.25	Rentokil Initial	Washroom Services	£336.98
09.12.25	SKY	Sky TV	£477.24
12.12.25	Kent Commercial Services	Energy Supply	£840.86
12.12.25	Carlsberg	Bar Stock	£1,432.27
12.12.25	FDMS	Card Charges	£597.34
15.12.25	Bankline	Bank Charges	£111.94
15.12.25	Safety Effect	Health & Safety	£126.00
15.12.25	DHFE	Till Rental	£369.60
16.12.25	Sage	Sage Subscription	£307.80
18.12.25	ICO	Annual Subscription	£73.00
19.12.25	Commercial Services	Energy Supply	£44.67
19.12.25	Carlsberg	Bar Stock	£2,570.29
22.12.25	Everflow	Water Charges	£260.45
22.12.25	Hugo Fox	Website	£23.99
24.12.25	Host My Office	IT Support	£764.04
24.12.25	BOC	Bar Gas	£281.00
29.12.25	NEST	Pension Contributions	£1,194.17
29.12.25	TNT	TNT Sports	£525.80
29.12.25	Carlsberg	Bar Stock	£4,616.03
29.12.25	Veolia	Refuse Collection	£396.24
30.12.25	Paymentsense	Card Charges	£84.00
30.12.25	Carlsberg	Equipment Rental	£201.60
30.12.25	Focus	Telephone Charges	£89.52
30.12.25	Focus	Telephone Lease	£165.00
31.12.25	O2	Mobile Phone	£14.18

(c) BACS - Paid During December 2025

December BACS Payments (not previously listed)

05.12.25	M Lancley	Kilnarn Entertainment	£250.00
08.12.25	Kent & Sussex	Bar Stock	£1,737.31
12.12.25	Kent & Sussex	Bar Stock	£953.06
23.12.25	D Beautridge	Playground Locking	£50.00
23.12.25	M Beautridge	Bar Services	£203.37
24.12.25	L Bridle	Payroll	£476.19
24.12.25	Lansdell	Bar Stock	£200.38
24.12.25	KCS	Cleaning & Consumables	£327.22
24.12.25	Kent & Sussex	Bar Stock	£1,217.34
31.12.25	KCC Pension	Pension Contributions	£1,513.98
31.12.25	HMRC	PAYE/NI	£29.07
31.12.25	HMRC	PAYE/NI	£6,632.81

(d) Debit Card Payments - Paid During December 2025

December Debit Card

01.12.25	Amazon	Fish Keys	£5.99
04.12.25	Tesco	Refreshments	£61.69
10.12.25	Amazon	Disposable Plates	£18.98

10.12.25	Amazon	Water Filter	£24.95
10.12.25	Amazon	Party Poppers	£13.99
10.12.25	Amazon	Napkins	£4.08
10.12.25	Amazon	Napkins	£4.50
15.12.25	Tesco	Refreshments	£66.69
15.12.25	Amazon	Lock Spray	£19.98
18.12.25	Bloom & Wild	Christmas Tree	£21.75
22.12.25	Tesco	Refreshment	£126.57

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

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

12. **DATE SENSITIVE PLANNING, HIGHWAYS AND TRANSPORTATION ISSUES**

(a) Plans Received for Comment

24/00372/PA - DEVELOPMENT SITE LAND EAST OF KILN BARN ROAD AND WEST OF Hermitage Lane, Aylesford

Outline planning application with all matters reserved (except for access, which is to include the Sustainable Movement Corridor from New Road East Malling to Kiln Barn Road) for development of land to west of Hermitage Lane and East of Kiln Barn Road comprised of: a residential-led development of up to 1300 dwellings including affordable housing; a new village centre including a primary school; ancillary commercial, community and employment floorspace; strategic open space, parkland, child play provision and sustainable drainage infrastructure; new access points and associated transport infrastructure, including demolition of existing vacant buildings. Application supported by an Environmental Statement.

Planning application and Environmental Statement submitted under the Town and Country Planning (Environmental Impact Assessment) Regulations 2017

This Authority recently received an amplification of the Environmental Statement, covering: Amended plan and additional information submitted indicating the removal of the footway and cycleway from the southern side of the western end of the proposed SMC.

As required under Regulation 19(3), you are invited to make any representations on the amplification environmental statement or on the planning application itself, both of which may be viewed at www.tmhc.gov.uk/view-planning-applications.

25/01989/PA - LARKFIELD MILL, BELLINGHAM WAY, Larkfield, Aylesford

Change of Use from Class B8 (storage) to Class E(d) (indoor sport, recreation or fitness)

(b) Plans dealt with by Area 3 Committee

25/01639/PA - COMMUNIGROW LAND SOUTH OF PARK FARM, Bradbourne Lane, Ditton, Aylesford

Prior approval for the installation of solar equipment on non-domestic premises under Class J of Part 14 of Schedule 2 of the Town and Country Planning (General Permitted Development) Order 2015 (GPDO) (as amended): Installation of solar panels on a field shelter

Prior Approval Not Required – 16/12/2025

25/01890/PA - DEVELOPMENT SITE SOUTH OF BRAMPTON FIELD BETWEEN BRADBOURNE LANE AND, Kiln Barn Road, Ditton, Aylesford

Details of condition 22 (Remediation strategy verification report) submitted pursuant to planning permission TM/23/00807/FL (Removal of condition 26 (highways improvements) pursuant to planning permission TM/18/02966/OA (Outline Application: Development of the site to provide up to 300 dwellings (Use Class C3) and provision of new access off Kiln Barn Road. All other matters reserved for future consideration)

Approved – 16/12/2025

25/01699/PA - LAND EAST OF 15, Station Road, Ditton, Aylesford, ME20 6AU

Proposed new dwelling (Self build)

Application withdrawn – 12/12/2025

25/01807/PA - 25, PRIORY GROVE, DITTON, AYLESFORD, ME20 6BA

Construction of a single storey front, side & rear extension

Approved – 19/12/2025

25/01722/PA - 42, NEW ROAD, Ditton, AYLESFORD, ME20 6AD

Prior Notification: Change of use of ground floor from Class E(g)(i) (Office) to Class C3 (Dwellings) to form 4 flats

Prior Approval Required and Granted – 09/12/2025

25/01563/PA - 61, FERNLEIGH RISE, DITTON, AYLESFORD, ME20 6BS

Retrospective planning consent for garden home office

Approved – 02/12/2025

25/01619/PA - COBDOWN SPORTS GROUND, STATION ROAD, Ditton, Aylesford

Details of condition 13 (Bio-Diversity) Pursuant to planning permission Tm/25/00081/PA Proposed re-laying of 1 no. grass pitch into a new hybrid football pitch with associated infrastructure, installation of internal and external boundary treatment, demolition of existing outbuildings, associated hard and soft landscaping, to enable improvements to the internal access road and car park and creation of a new footpath and retrospective installation of external signage

Approved – 08/12/2025

25/01319/PA - COBDOWN SPORTS GROUND, STATION ROAD, Ditton, Aylesford

Full planning permission for development at Cobdown Park to provide a football training centre (sui generis), comprising of the demolition and redevelopment of existing Clubhouse building, refurbishment of existing Academy building; demolition of ancillary buildings and structures across the Site; provision of new grounds maintenance building and service area; refurbishment of existing pavilion building to provide upgraded changing and kitchen facilities; provision of new upgraded grass football pitches and upgrade of existing synthetic surface; new areas for car and cycle parking; upgrade to existing sports lighting; boundary treatment and hard and soft landscaping and associated site infrastructure and site plant

Approved – 19/12/2025

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

14. **ANNUAL PARISH MEETING** *[Date & Format]*

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.

15. **CONFIDENTIAL MEMORANDUM**

16. **CLOSURE**

. N.B: All Meetings of the Council are open to the public and include an adjournment of 15 minutes to permit members of the public to raise any items for the Council's attention.