

## DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF DITTON PARISH COUNCIL TO BE HELD IN THE **ACORN ROOM** AT DITTON COMMUNITY CENTRE ON MONDAY 9<sup>th</sup> AUGUST 2021 AT **7.00PM**

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

(Mrs) Nicola Greenaway  
Clerk of the Council

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4<sup>th</sup> August 2021

### **AGENDA**

1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **DECLARATION OF INTERESTS**
4. **CASUAL VACANCIES**
5. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 12<sup>TH</sup> JULY 2021**
6. **MATTERS ARISING**
  - (a) Boundary Fence Request [page 31, Item 75(a)] – update if available
  - (b) NHS LTS in Community Centre Car Park [Page 38, Item 83]
  - (c) Ditton Minors Defibrillator Request for Assistance [Page 32, Item 77(b)]
7. **MINUTES OF MEETINGS HELD DURING JULY 2021**
  - (a) PLANNING COMMITTEE, 5<sup>TH</sup> JULY 2021 – herewith
  - (b) OPEN SPACES & AMENITIES COMMITTEE, 5<sup>TH</sup> JULY 2021 – herewith
  - (c) COMMUNITY CENTRE COMMITTEE, 19<sup>TH</sup> JULY 2021 – herewith

#### **RECOMMENDATION:**

TO AMEND COMMITTEE TERMS OF REFERENCE NO. 6 TO READ “*The fixing of a hiring fee for any class of booking not listed in the current scale of charges be delegated to the Clerk in consultation with the Committee Chair*”.

## 8. CORRESPONDENCE

(a) For Noting [emailed where possible]

Local Councils Update: August 2021, Issue 253

Clerks & Councils: Direct, July 2021 Issue 136

KALC: NALC Chief Exec Bulletins  
KALC News July 2021

Andrew Kennedy: Monthly Newsletter – August 2021

### For Decision

Hirer: Request to have a mobile fish and chip van present for two hours for guests use at booking on Saturday 29<sup>th</sup> January 2022

KALC T&M Cttee: Review of Parish Partnership Panel  
Notes from recent meeting from Cllr Dennison

KALC: Invitation to attend KCC Road Safety launch 15.09.21, Manston Airport

## 9. FINANCE

(a) Accounts for Payment

### **July Payroll Summary**

<i>Monthly</i>	<i>Gross</i>	<i>£19,665.05</i>
	<i>Net</i>	<i>£14,021.25</i>

### **July Imprest Account**

15.07.21	Cash	Petty Cash reimbursement	221.78

(b) Direct Debits Paid During July 2021

01.07.21	TMBC	Rates	£440.27
06.07.21	Siemens	Photocopy Lease	£982.05
07.07.21	Sky	Sky TV	£338.40
08.07.21	Kent Commercial Services	Energy	£602.08
12.07.21	Rentokil Initial	Washroom services	£240.71
14.07.21	First Direct	Card Charges	£106.74
15.07.21	Natwest	Bankline	£37.40
15.07.21	Safety Effect	H&S	£114.00
15.07.21	DHFE	Till rental	£117.60
15.07.21	Paymentsense	Card machine rental	£54.00
16.07.21	Sage	Monthly subscription	£153.00
19.07.21	Kent Commercial Services	Energy	£42.09
20.07.21	BT	BT Sports	£196.84
20.07.21	Heineken	Bar Stock	£5,072.62
23.07.21	NEST	Pension contributions	£479.02

23.07.21	BOC	Bar gas	£112.09
26.07.21	Host My Office	IT Support	£350.40

(c) BACs Payments made During July 2021

**July BACS Payments (not previously listed)**

15.07.21	HMRC	PAYE/NI	£3,842.26
15.07.21	KCC Pension	Pension contributions	£2,540.34
16.07.21	Milneys Plumbers	Plumbing repairs	£55.00
16.07.21	S Ricketts	CC Repairs	£400.00
16.07.21	Southern PAT Testing	PAT Testing	£416.28
16.07.21	N Greenaway	Reimbursement	£102.70

**July Accounts (approved and paid)**

Community Centre				
Envirocure	Legionella Monitoring		68.33	
		VAT	13.67	£82.00
KCS	Stationary		73.45	
		VAT	14.69	£88.14
Capital Cleaning	Cleaning supplies		78.18	
		VAT	15.64	£93.82
Bar				
Lansdell	Bar Stock		233.02	
			9.99	
			241.90	
			16.99	
			131.31	
		VAT	126.70	£759.91
F&A				
Commercial Services	Vehicle lease – July 21		302.78	
	Vehicle Lease – June 20		302.78	
	Vehicle Lease – June 21		302.78	
		VAT	181.68	£1,090.02
Aquaid	Water & Coolers		263.92	
	Water & Coolers		16.80	
		VAT	56.14	£336.86
KCC	EV charging points		500.00	£500.00
Sunstone	CCTV annual maintenance		1462.68	
		VAT	292.54	£1,755.22
OSA				
T Parker	Consumables		54.89	
		VAT	10.98	£65.87
EDF	NRRG Changing Rooms		68.29	
		VAT	3.42	£71.71

(d) Debit Card Payments – July 2021

**July Debit Card**

12.07.21	Zoom	Monthly subscription	£11.99
12.07.21	Screwfix	OSA consumables	£23.94
14.07.21	Cyber Security	Online training	£42.00
15.07.21	Nexus	DPC Domain Name	£96.00

15.07.21	Amazon	Litter Pickers	£18.65
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- (e) CCLA Investment Update
- (f) Parish Vehicle [update if available]
- (g) Report of Cyber Security Conference/Council Email Addresses

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

11. **REPORT FROM COMMUNITY POLICE & KCC WARDEN**

12. **PLANNING, HIGHWAYS & TRANSPORTATION MATTERS**

(a) Plans Received for Comment

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	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)	12A Ditton Ct Cl
TM/21/01917/FL	Demolition of single storey side and part rear extension, to be replaced with part single and part 2 storey rear extension. Demolition of front bay window and porch, to be replaced with single storey front extension. Creation of parking forecourt and new boundary fencing.	22 Woodlands Rd

(b) Plans Dealt with by Tonbridge & Malling Area Sub-Committee No. 3

TM/21/00637/FL	First Floor rear extension <b>APPROVED ON 15.07.2021</b>	25 Pear Tree Ave
TM/21/01569/FL	Section 73 Application: Variation of condition 9 of TM/19/02841/FL (A1 foodstore) to extend trading hours by one hour earlier in the morning allowing the store to open at 7.00am instead of 8.00am. It also seeks treatment of trading hours on bank holidays to reflect those of non bank holidays <b>APPLICATION WITHDRAWN ON 27.07.2021</b>	675 London Rd
TM/21/01601/TPOC	Works to fell and dismantle Ash tree T1 due to the nature and impact of advanced decay at the base <b>APPROVED ON 26.07.2021</b>	36 St Peter's Rd

(c) Delegation of Planning Comments during August Recess

13. **DITTON GAZETTE**

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

15. **FUTURE MEETINGS – LOCATION/START TIMES**

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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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16. **CONFIDENTIAL MEMORANDUM**

17. **CLOSURE**

**N.B.** All Meetings of the Council are open to the public and include an adjournment of 16 minutes to permit members of the public to raise any items for the Council's attention, however, due to the confidential nature of some of the items of business parts of the meeting may exclude the press and public in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50.