

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN **THE COUNCIL CHAMBER**
AT DITTON COMMUNITY CENTRE ON **MONDAY 3RD JULY 2023**

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

99. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

100. **APOLOGIES FOR ABSENCE**

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

101. **DECLARATIONS OF INTERESTS**

Cllr Newman declared personal interests in items 106(a) correspondence for noting, Aylesford School and 110(a) Plans for Comment - trees at Bradbourne Lane.

102. **CASUAL VACANCIES**

It was **NOTED** two applications had been received – one from Mr Daniel Markham and the other from Mr Adrian Waters. Both candidates were at the meeting and were invited to say a few words in support of their applications.

RESOLVED to co-opt Mr Daniel Markham and Mr Adrian Waters on to the Council.

Cllrs Markham and Waters signed the Declaration of Acceptance of Office and undertaking to observe the code of conduct in the presence of the Clerk and were invited to join the meeting.

103. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 5TH JUNE 2023**

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

104. **MATTERS ARISING**

There were no matters arising.



105. **MINUTES OF MEETINGS HELD DURING JUNE 2023**(a) For Confirmation and Signing(i) Community Centre Committee, 12th June 2023

The minutes of the above meeting were presented by Cllr Mrs Dearden and signed as a true record.

(ii) Planning, Highways & Transportation Committee, 19th June 2023

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

(iii) Open Spaces & Amenities Committee, 19th June 2023

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

(iv) Finance & Administration Committee, 26th June 2023

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

(v) Personnel Committee, 26th June 2023

The minutes of the above meeting were presented by Cllr Mrs Dearden and signed as a true record.

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

Local Councils: Update, July 2023

Communigrow: Open Day – 15th July

Malling Repair Café: Next Event – 15th July, Larkfield Village Hall

Aylesford School: Community Dementia Cafe

Ditton Twinning Ass: Minutes of Meeting held 20.06.2023

(b) For Decision

KALC: Events & Learning 2023/24

RESOLVED Members wishing to attend any training events should notify the Clerk.

Tracey Crouch MP: Invite to meet Finnish Ambassador at Cobdown Finnish Sauna – 7th July

NOTED Cllr Mulcuck will be attending this event.

Gallaghers: Invite to 50th Anniversary Celebration – 7th July

NOTED Cllrs Cox, Mrs Cox and Porter will be attending this event.

107. **FINANCE**(a) Accounts For Payment**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**June Payroll Summary**

<i>Monthly</i>	<i>Gross</i>	£23,548.60
	<i>Net</i>	£18,696.29

June BACS Payments (not previously listed)

01.06.23	Kent & Sussex	Bar Stock	£835.71
09.06.23	A Harman	Kilnbarn entertainment	£220.00
12.06.23	D Young	Allotment key deposit	£50.00
12.06.23	Kent & Sussex	Bar Stock	£376.76
15.06.23	HMRC	PAYE/NI	£4,417.99
15.06.23	KCC	Pension	£1,415.94
16.06.23	Triple A Events	Music event staging	£1,320.00
19.06.23	Kent & Sussex	Bar Stock	£1,132.99
23.06.23	T Beurtridge	Bar Services	£208.02
26.06.23	Kent & Sussex	Bar Stock	£407.02
29.06.23	D Mitchell	OSA Services	£59.20
29.06.23	N Greenaway	Reimbursement	£273.73
29.06.23	Kent & Sussex	Bar Stock	£862.39

June Deposit Refunds

01.06.23	Carman Room	£50.00
01.06.23	Carman Room	£50.00
14.06.23	Carman Room 10.06.23	£50.00
14.06.23	Carman Room 15.07.23	£50.00
14.06.23	Carman Room 11.06.23	£50.00

(b) Direct Debits - Paid During June 2023**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**June Direct Debits**

01.06.23	O2	Mobile Phone	£18.85
01.06.23	TMBC	Business Rates	£349.00
02.06.23	BT	Broadband	£148.30
06.06.23	Carlsberg	Bar Stock	£3,928.48
07.06.23	Kent Commercial Services	Gas supply	£2,214.98
07.06.23	Rentokil Initial	Washroom services	£224.33
07.06.23	SKY	Sky TV	£405.48
09.06.23	Kent Commercial Services	Electric supply	£12,770.93
12.06.23	WEX	Fuelcard	£37.39
13.06.23	Carlsberg	Bar Stock	£647.60
14.06.23	FDMS	Card Charges	£336.78
15.06.23	Bankline	Monthly charges	£54.50
15.06.23	Safety Effect	H&S	£114.00
15.06.23	DHFE	Till rental	£369.60

15.06.23	Paymentsense	Card Charges	£54.00
16.06.23	Sage	Sage subscription	£216.00
19.06.23	WEX	Fuelcard	£101.00
20.06.23	BT	Telephone	£151.34
20.06.23	Carlsberg	Bar Stock	£709.84
23.06.23	Host My Office	IT Support	£371.76
23.06.23	BOC	Bar Gas	£145.70
26.06.23	WEX	Fuelcard	£1.80
26.06.23	NEST	Pension	£733.94
27.06.23	BT	BT Sports	£416.69
27.06.23	Carlsberg	Bar Stock	£2,398.02
28.06.23	Veolia	Refuse collection	£552.91
29.06.23	Focus	Telephone	£378.96
29.02.23	O2	Mobile phone	£18.85

(c) BACs Payments - Paid During June 2023**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**Accounts (approved and paid 29.06.23)**

Community Centre				
Sunbelt Rentals	Crowd Barriers		224.40	
		VAT	44.88	£269.28
Aquaid	Water Cooler		127.28	
		VAT	25.46	£152.74
Capital	Cleaning & Consumables		92.70	
		VAT	11.40	
			20.82	£124.92
1 st A Pest Control	Pest Control		60.00	
			60.00	
		VAT	24.00	£144.00
KCS	Cleaning & Consumables		25.98	
			229.81	
		VAT	51.16	£306.95
Maidstone Ind Clean	Window Cleaning		260.00	£260.00
Envirocure	Legionella testing		48.75	
	TMV service		230.00	
	Thermal insulation check		120.00	
		VAT	79.75	£478.50
Edison Swan Electrical	Replacement wall lights		424.00	
		VAT	84.80	£508.80
Bar				
Lansdell	Bar Stock		325.15	
			22.50	
			307.47	
			48.82	
		VAT	130.83	£834.77
Kent & Sussex	Bar Stock		718.63	
		VAT	143.76	£862.39
F&A				
KCC	Internal Audit		526.50	
		VAT	105.30	£631.80

Community Heartbeat	Defibrillator support		135.00	
		VAT	27.00	£162.00
OSA				
Travis Perkins	Consumables		28.58	
		VAT	5.72	£34.30
P&L Services	Mower repairs		733.93	£733.93
Martin Holman	Hanging Baskets		160.00	
		VAT	32.00	£192.00
EDF	NRRG Electric		145.33	
		VAT	7.27	£152.60

(d) Debit Card Payments – June 2023**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**June Debit Card**

05.06.23`	Tesco	Bar stock/sundries	£134.59
06.06.23	B&Q	OSA consumables	£34.87
07.06.23	Amazon	Paint Brushes	£9.32
08.06.23	B&Q	OSA consumables	£9.77
09.06.23	Amazon	Membership	£8.99
12.06.23	Amazon	Bar sundry	£6.99
14.06.23	TLC	Light Bulbs	£62.14
15.06.23	Amazon	Chair support	£24.64
15.06.23	Amazon	Ant traps	£29.97
20.06.23	Toolstation	Graffiti Cleaner	£25.98
23.06.23	Tesco	Bar stock	£53.11
28.06.23	DS Commercials	Vehicle repairs	£1,378.20

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

TMBC Borough Cllr Steve Hammond reported on the following items:

- Orchard Mill – all three Borough Councillors will be meeting with the site manager to discuss various issues raised such as working hours, dust and the site entrance.
- Litter – TMBC has been trialling a new enforcement initiative and many fixed penalty notices have been issued.
- Climate Change – the Council is hoping to achieve a carbon neutral status by 2030. Solar powered LED lights are being installed at Larkfield Leisure Centre and the council will be promoting solar power installations.
- Community Safety Officer – the priority for 2023/24 is tackling anti-social behaviour and they will be applying the “community trigger” if someone offends 3 times.

109. **REPORT FROM NEIGHBOURHOOD POLICING TEAM**(a) Anti-Social Behaviour

It was **NOTED** that there had been an increase in anti-social behaviour in the Community Centre Car park with reports of cars and motorbikes “racing” around. The Clerk advised that only one resident had called to report this in to the parish office but another had called the KCC Warden and several reports had been made to the local police. It was noted that this matter had been discussed at the last Community Centre Committee meeting and it

was agreed to obtain a cost for private security. It was noted this would be £25.00 per drive by but the security company admitted there was little they could do to move offenders on as they have no legal powers. The reasons for not locking the car park were reiterated – the facilities are in use every day sometimes until gone midnight, it would not be appropriate to ask a member of staff to “clear” the car park, there are community funded electric vehicle charging points in the car park and cars are often left overnight charging. Other members of the community require access to the open space from early morning etc. It was agreed that members of the public experiencing anti-social behaviour should be advised to keep calling the issues into the police or report on line and that there was currently no further action the council could take.

(b) New Neighbourhood Police Team

The Clerk advised that she had recently met with the new PC for Ditton along with the Chief Superintendent for the area. They had discussed anti-social behaviour and they had understood why it would be difficult for the council to close the car park. They advised that the council should encourage all incidents of anti-social behaviour to be reported to the police so that they can build a picture of when the worst times of offending occur. The new PC said she would also try to visit the area as often as she could. She currently had 4 villages to cover but it was hoped this would reduce to 2 as there is a recruitment program currently and it is hoped to put more emphasis on community policing going forward.

110. **DATE SENSITIVE PLANNING & HIGHWAYS MATTERS**

(a) Plans Received for Comment

TM/23/01166/AT - Aylesford Newsprint Bellingham Way Larkfield Aylesford Kent

1 x non-illuminated wordmark sign on each elevation of the property (north, east, south and west) and non-illuminated signs on the southern elevation, together with the installation of non-illuminated signs across the site

RESOLVED NO OBJECTION

TM/23/01254/TNCA - Land At Bradbourne Lane Ditton Aylesford Kent

T1 (applicant's reference) - Sycamore - Reduce western side of sycamore back to the boundary of 54 Bradbourne Lane, and cut back from telephone lines

RESOLVED NO COMMENT

TM/23/00840/LDP - 40 Fernleigh Rise Ditton Aylesford Kent ME20 6BP

Lawful Development Certificate Proposed: Loft conversion with front skylight windows, rear dormer and associated internal alterations

RESOLVED NO OBJECTION

TM/23/01276/FL - 68 Fernleigh Rise Ditton Aylesford Kent ME20 6BS

Demolition of rear conservatory, construction of single storey rear extension and conservatory, extension to existing front porch

RESOLVED NO COMMENT

(b) Ditton Edge

The recent issues of site access, dust and work hours were **NOTED**.

(c) Bradbourne Development

It was **NOTED** that the draft letter to TMBC about pre-planning issues would be sent to the independent Planning Advisor for approval before sending to TMBC. There were no other updates to report.

(d) Planning Obligations [S.106]

The Chairman outlined the need for the council to state its “wish list” from future planning developments even if it objects to the development and a copy of the current planning obligations schedule was circulated to new members. Members were asked to forward any additional items to the Clerk as she needed to submit the amended schedule by mid July.

The Chairman advised he had written to the MP about the provision of water to the large proposed planning developments in the area in the light of the current water shortage.

Members were also concerned about the water leak on New Road which had had several unsuccessful temporary fixes.

111. **REMEMBRANCE DAY PARADE**

RESOLVED to give permission to go ahead this year and for the clerk to apply for the necessary road closures.

The Clerk advised that she had spoken to the Rev Terranova about meeting to discuss this year’s service as it was to be held in the Church. Cllr Mulcuck and the Chairman said they would like to attend this meeting also.

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

There were no matters arising. It was suggested details of the Community Policing and how to report crimes should be shared on the council’s social media.

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.

113. **STAFF MATTERS**

Confidential Memorandum – it was **NOTED** that this had not yet been prepared.

114. **INSURANCE MATTER**

It was **NOTED** the matter had been referred to the council’s insurance company.

115. **CLOSURE**

The meeting closed at 8.25pm.

Chairman
7th August 2023