

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON **MONDAY 4TH NOVEMBER 2024**

PRESENT: CLLRs. N NEWMAN [CHAIRMAN], M J PORTER [VICE-CHAIR], MRS J DEARDEN, MRS M NEWMAN, MRS K NASH, MRS A THROSSELL, D ADLINGTON, MRS L COX, J COX, & A WATERS
MRS N GREENAWAY [CLERK OF THE COUNCIL]

248. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

249. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Laidouci. The previously notified reason for absence was **ACCEPTED** and **APPROVED** and recorded in the absence book Ref. 560. Apologies were also received from Borough Cllrs Cannon, Williams and Hammond and KCC Cllr Kennedy.

250. **DECLARATION OF INTERESTS**

Cllrs Porter, Mrs Throssell, Waters, Cox and Mrs Cox declared a personal interest in item 255(b) as they are members of the Twinning Committee

251. **CASUAL VACANCY**

No applications received.

252. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 7TH OCTOBER 2024**

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

253. **MATTERS ARISING**

There were no matters arising.

254. **MINUTES OF MEETINGS HELD DURING OCTOBER 2024** [FOR CONFIRMATION & SIGNING]

(a) Personnel Committee, 7th October 2024

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

(b) Community Centre Committee, 14th October 2024

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

(c) Planning, Highways & Transportation Committee, 21st October 2024

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

(d) Open Spaces & Amenities Committee, 21st October 2024*[herewith]*

The minutes of the above meeting were presented by Cllr Waters and **CONFIRMED** and **SIGNED** as a true record, subject to removing the word "to" from the last paragraph of item 244(a) on page 102.

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

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

Twinning Assoc: Minutes of Meeting held on 10th October 2024

KALC T&M Area: Minutes of Meeting held 26.09.2024

Clerks & Councils: Direct November 2024

(b) For Decision

KALC: Invitation to attend AGM, 30th November at Ditton CC
The Chairman will attend this meeting if he is able to.

Twinning Committee: Request for Commemorative Garden for 30th Anniversary
A request was **READ** and the suggestion of an area to be planted in red, white and blue and possible a plaque, **NOTED**.
Members agreed in principle that this would be a fitting commemoration, subject to appropriate planting that the Grounds Staff could manage going forward. It was suggested this item be considered further by the Open Spaces and Amenities Committee following consultation with the Grounds Staff.

256. **FINANCE**(a) Payments to be Ratified

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

October Payroll Summary

Monthly	Gross	£26,730.70
	Net	£20,221.93

Accounts (approved and paid 03.10.24)

Community Centre				
Capital	Cleaning Supplies		48.87	
			63.99	
		VAT	22.57	£135.43

1 st A Pest Control	Pest Control	VAT	60.00 12.00	£72.00
Envirocure	Legionella Testing	VAT	48.75 9.75	£58.50
Kent Asphalt	Roof Repair – Cedar Rooms	VAT	350.00 70.00	£420.00
Maidstone Ind Cleaners	Window Cleaning		260.00	£260.00
KCS	Cleaning Supplies Cleaning Supplies Stationary Cleaning Supplies	VAT	54.90 121.14 120.84 199.37 99.25	£595.50
Bar				
Lansdell	Bar Stock	VAT	202.57 254.89 312.20 141.69 166.80	£1,078.15
Chubb	Intruder Alarm	VAT	1013.18 202.64	£1,215.82
Kent & Sussex	Bar Stock	VAT	457.10 325.39 156.51	£939.00
BSS Stocktaking	Stocktake		150.00	£150.00
F&A				
DCK Accounting	VAT Exemption	VAT	465.00 93.00	£558.00
Aquaid	Water Coolers	VAT	98.43 19.69	£118.12
OSA				
EDF	NRRG – Changing Rooms	VAT	24.71 1.24	£25.95
Safeplay	Playground repairs	VAT	1300.00 260.00	£1,560.00
The Play Inspection Co	Playground Inspections	VAT	245.00 49.00	£294.00

Accounts (approved and paid 30.10.24)

Community Centre				
Southern EET Testing	PAT Testing	VAT	275.40 55.08	£330.48
Envirocure	Legionella Testing Risk Assessment	VAT	48.75 275.00 64.75	£388.50
Bell Windows	Teleflex Window Repair/Service	VAT	965.00 193.00	£1,158.00
Capital Cleaning	Cleaning Supplies	VAT	75.88 15.18	£91.06
KCS	Cleaning Supplies White Line Powder (OSA)	VAT	251.97 129.90 76.37	£458.24

Bar				
Kent & Sussex	Bar Stock		225.68	
	Bar Stock		743.85	
		VAT	193.91	£1,163.44
Lansdell	Bar Stock		264.22	
			183.24	
			146.39	
			273.34	
		VAT	154.20	£1,021.39
OSA				
T Parker	Weed Spray		75.83	
		VAT	15.17	£91.00
TH Electrical	Mess Room Heaters		671.92	£671.92

October Deposit Refunds

03.10.24	Carman Room – 29.09.24	£50.00
03.10.24	Carman Room – 28.09.24	£50.00
03.10.24	Carman Room – 21.12.24	£50.00
11.10.24	Carman Room – 06.10.24	£50.00
15.10.24	Carman Room – 08.10.24	£50.00
23.10.24	Carman Room - 20.10.24	£50.00

(b) Direct Debits Paid During October 2024

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

October Direct Debits

01.10.24	O2	Mobile Phone	£12.72
01.10.10	TMBC	Business Rates	£349.00
02.10.24	Carlsberg	Cellar Services	£187.20
04.10.24	Carlsberg	Bar Stock	£1,340.33
07.10.24	Commercial Services	Electricity Supply	£8,142.82
07.10.24	Rentokil Initial	Washroom Services	£180.73
09.10.24	SKY	Sky Sports	£433.86
11.10.24	Commercial Services	Gas Supply	£418.66
11.10.24	Carlsberg	Bar Stock	£2,335.15
11.10.24	Siemens	Equipment Lease	£1,044.13
14.10.24	WEX	Fuelcard	£93.05
14.10.24	FDMS	Card Charges	£446.40
15.10.24	Bankline	Monthly Charge	£100.02
15.10.24	Safety Effect	H&S	£114.00
15.10.24	DHFE	Till Rental	£369.00
16.10.24	Sage	Monthly Subscription	£236.40
18.10.24	Carlsberg	Bar Stock	£1,874.41
21.10.24	Hugo Fox	Website	£23.99
22.10.24	EDF	NRRG Streetlight	£260.74
24.10.24	Host My Office	Computer Support	£754.44
24.10.24	TNT	TNT Sports	£487.31
25.10.24	Carlsberg	Bar Stock	£1,096.67
25.10.24	BOC	Bar Gas	£260.90
25.10.24	Focus	Telephone Charges	£92.82

25.10.24	Focus	Telephone Lease	£165.00
25.10.24	Everflow	Water Charges	£2,881.10
25.10.24	NEST	Pension Contributions	£794.72
28.10.24	WEX	Fuelcard	£36.60
28.10.24	Rentokil Initial	Washroom Services	£0.68
28.10.24	Veolia	Refuse Collection	£501.26
30.10.24	O2	Mobile Phone	£13.20
31.10.24	Carlsberg	Cellar Dispense	£187.20

(c) BACs Payments made During October 2024

RESOLVED the following payments be **APPROVED** and **RATIFIED**:-
October BACS Payments (not previously listed)

03.10.24	All Chilled	Bar Fridge Repair	£117.60
03.10.24	KCPFA	Annual Subscription	£20.00
11.10.24	Saville	Window Replacement	£115.00
11.10.24	Pennington	50 th Balloons	£50.00
11.10.24	Kent & Sussex	Bar Stock	£1,305.34
11.10.24	JPS	Decorations Bar/Community Centre	£2,778.67
11.10.24	SGB Prestige	Uniform	£132.49
11.10.24	C W Milner	NRRG Changing Rooms	£6,480.00
11.10.24	P L Services	Tool Repairs	£87.50
11.10.24	S Ricketts	Plumbing Repairs	£495.00
11.10.24	N Greenaway	Reimbursement	£27.20
18.10.24	EDF	NRRG – Electric	£38.58
18.10.24	S Ricketts	Toilet & Macerator	£1,200.00
18.10.24	M Matei	Cleaning Services	£56.00
18.10.24	Doe	Allotment Key Deposit	£50.00
18.10.24	J Dowle	Bollards	£2,064.00
25.10.24	M Beautridge	Bar Services	£131.34
31.10.24	HMRC	PAYE/NI Contributions	£4,295.72
31.10.24	KCC Pension	Pension Contributions	£1,418.33

(d) Debit Card Payments – October 2024

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

October Debit Card

01.10.24	S Turner	Stihl Harness	£58.99
03.10.24	Amazon	Padlocks	£40.48
03.10.24	Haynes Agriculture	Strimmer	£314.50
04.10.24	Curvy Power	Back Brace	£24.99
04.10.24	Tesco	Refreshments	£55.09
09.10.24	Amazon	Amazon Fire Tablet	£68.58
09.10.24	Amazon	Subscription	£8.99
09.10.24	Amazon	Capillary Cord	£6.99
09.10.24	Amazon	Chainsaw Oil	£16.75
11.10.24	Tesco	Refreshments	£81.40
15.10.24	Poppy Shop	Remembrance Wreaths	£79.96
15.10.24	Eventbrite	Training	£84.00
16.10.24	DVLA	Road Tax	£335.00

24.10.24	Amazon	Ear Protectors	£39.72
28.10.24	Tesco	Refreshments	£93.36
28.10.24	Amazon	Fire Alarm Keys	£4.99
30.10.24	Amazon	Wall Calendar	£33.68

(e) CCLA Property Fund – Dividend for 30/09/2024

It was **NOTED** that a dividend of £5,518.80 was to be received for the period ended 30th September 2024.

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

It was **NOTED** that no report had been submitted however Cllr Cannon had sent an email advising the EMR Bradbourne application is now unlikely to come before Area 3 Planning until March 2025 at the earliest and quite possibly later than that. This is because there is a National Highways holding objection and several other issues.

It was agreed to ask Cllr Cannon what the Highways objection is and where the evidence of this objection can be viewed.

It was also agreed to contact TMBC to ask for a response to the open letter sent by the Chairman regarding concerns about planning issues in the area.

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

Letter from KCC Warden Service

It was **NOTED**, that following the consultation and review undertaken by KCC into the Warden Service, that Ditton would no longer have the cover of a Warden. It was **NOTED** that KCC do have schemes whereby parishes can contribute to the cost of having a Warden, possibly shared with a neighbouring parish.

RESOLVED to look into the possibility of contributing to the cost of having a Warden.

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

(a) Plans for Comment

24/01719/PA - DEVELOPMENT SITE SOUTH OF BRAMPTON FIELD BETWEEN BRADBOURNE LANE AND, Kiln Barn Road, Ditton, Aylesford

Details of condition 22 (Remediation Strategy Verification Report) 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 NO OBJECTION

(b) Plans dealt with by Area 3 Committee

24/01354/PA - 48, WOODLANDS ROAD, DITTON, AYLESFORD, ME20 6EE

Proposed removal of existing conservatory and construction of a part single storey and a part two storey rear extension to include Internal alterations

Approved 24.10.2024

(c) Ditton Edge [Orchard Mill](i) Site Visit – 22/10/2024

The Chairman **REPORTED** that it had been a good visit and they had been shown the plan of action for the development. It was **NOTED** that some properties are already occupied. Cllr Cox said he thought the developer appeared to be a conscientious builder with consideration for the environment. Cllr Mrs Throssell said she had discussed the issue of the security of the area behind Cherry Orchard and the condition of the old chain link fence with the site manager. It was agreed to contact the site manager to remind him of these issues.

It was **NOTED** that notice of the closure of PROW MR100 had been received today.

The Chairman advised that an email from KCC had been received requesting permission, on behalf of the builders to erect some direction signs.

RESOLVED to agree to this request.

(d) Bradbourne Proposal

It was **NOTED** no amendments had appeared on the application so far but as per Cllr Cannon's email, the plan would not be considered until the new year.

The Chairman advised that following receipt of documents from the Planning Inspectorate regarding the proposed new PROW from New Road to the recreation ground, he had discussed the issue of the disputed ownership of the access road with David Stevens and a letter had been sent to the Planning Inspectorate to advise them of this issue.

260. **REMEMBRANCE SERVICE**

NOTED all arrangements were in hand.

261. **WINTER GAZETTE**

NOTED copy was required by the following week.

262. **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.

263. **CONFIDENTIAL MEMORANDUM**

Confidential Memorandum Ref. 445 was **READ** and signed as a true record.

264. **NJC SCALE SALARY INCREASES**

It was **NOTED** that the scale increases had now been agreed and these would be applied to all staff on the scales and a backdated payment made for the November salary payments.

265 **CLOSURE**

The meeting closed at 8.09pm.

Chairman
2nd December 2024