

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 5th FEBRUARY 2024

PRESENT: CLLRS. N NEWMAN [CHAIRMAN], M J PORTER [VICE-CHAIR], MRS J DEARDEN, A LAIDOUCCI, A R MULCUCK, MRS A THROSSELL, D ADLINGTON, MRS L COX, J COX, D MARKHAM & MRS K NASH
MRS N GREENAWAY [CLERK OF THE COUNCIL]
TMBC CLLR S HAMMOND

353. OPENING OF MEETING

The Chairman opened the meeting at 7.30pm.

354. APOLOGIES

Apologies were received from Cllr Waters. The previously notified reason for absence was **ACCEPTED** and **APPROVED** and recorded in the absence book Ref. 532. The Clerk advised she had passed on the Council's wishes for a speedy recover to Cllr Waters.

Apologies were also received from Borough Cllrs Cannon and Williams.

355. DECLARATION OF INTERESTS

Cllr Mulcuck declared a personal interest in item 361(f) as he is a member of Ditton Heritage Centre.

356. CASUAL VACANCY

It was **NOTED** that no applications had been received.

357. CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 8TH JANUARY 2024

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

358. MATTERS ARISING

There were no matters arising.

359. MINUTES OF COMMITTEE MEETINGS HELD DURING JANUARY 2024

(a) Community Centre Committee, 15th January 2024

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

(b) Planning, Highways and Transportation Committee, 22nd January 2024

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

(c) Open Spaces and Amenities Committee, 22nd January 2024

The minutes of the above meeting were presented by Cllr Newman and signed as a true record. Cllr Mrs Throssell asked if the reason for the budget expenditure on seats/bins had been clarified. The Clerk confirmed it had been to purchase two new litter bins. The Chairman confirmed the expenditure had been approved previously.

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

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

Ditton Twinning Assoc: Minutes of Meeting 11th January 2024

KALC: Newsletter January 2024

KALC T&M Area: Minutes of Meeting held on 14/012/2023
Info from Kent Resilience Forum

Clerks & Councils Direct: January 2024

Local Councils Update: January/February 2024

(b) For Decision

KCC: Get Tonbridge & Malling Digital Project

RESOLVED A request to advertise this initiative and for a venue to hold training sessions & distribution of equipment was **READ**.
to accede to the request for advertising and to allow use of the Carman or Acorn Rooms subject to availability and a caretaker being on site.

361. **FINANCE**(a) Accounts For Payment

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

January Payroll Summary

Monthly	Gross	£29,646.50
	Net	£22,166.21

Accounts (approved and paid 19.01.24)

Community Centre				
Chubb	Fire Alarm contract		689.55	
			173.62	
		VAT	172.63	£1,035.80
Capital	Cleaning & Consumables		18.15	

		VAT	65.62 16.75	£100.52
Atlas	Key Holder service	VAT	414.67 82.93	£497.60
Envirocure	Legionella testing	VAT	48.75 9.75	£58.50
1 st A Pest Control	Quarterly pest control	VAT	60.00 12.00	£72.00
KCS	Cleaning & Consumables	VAT	105.80 21.16	£126.96
S & J Cleaning	Scrubber dryer repair	VAT	117.00 23.40	£140.40
KBC	Boiler repair	VAT	90.00 18.00	£108.00
PPL PRS Ltd	Annual music licence	VAT	1951.34 390.26	£2,341.60
Kent Catering Service	Cooker hood & duct work service	VAT	695.00 139.00	£834.00
KD Drainage	Drainage repairs	VAT	13803.02 2760.60	£16,563.62
Four Jays	Temporary Toilet Hire	VAT	2160.00 432.00	£2,592.00
Bar				
Lansdell	Bar Stock		(16.99) 262.00 (9.29) 158.97 123.03 174.58 123.95	
	Overpayment (December)	VAT		£816.25 (787.19) £29.06
Kent & Sussex	Bar stock	VAT	481.17 664.10 229.06	£1,374.33
F&A				
Imagink	Ditton Gazette		863.00	£863.00
KCC	Internal Audit	VAT	552.00 110.40	£662.40
Aquaid	Water coolers	VAT	39.00 7.80	£46.80

January Deposit Refunds

04.01.24	Carman Room 31.12.23	£50.00
04.01.24	Carman Room 30.12.23	£65.00
24.01.24	Carman Room 13.01.24	£50.00
25.01.24	Carman Room 20.01.24	£50.00

(b) Direct Debits - Paid During January 2024

RESOLVED the following direct debits be **ACCEPTED** and **APPROVED**:-

January Direct Debits

02.01.24	WEX	Fuelcard	£1.80
02.01.24	O2	Mobile phone	£18.85
02.01.24	TMBC	Business Rates	£349.00
03.01.24	Carlsberg	Cellar System	£187.20
08.01.24	Rentokil	Washroom services	£179.85
09.01.24	SKY	Sky Sports	£405.48
09.01.24	Carlsberg	Bar stock	£2,086.63
10.01.24	Kent Commercial Services	Energy	£2,627.50
11.01.24	Siemens	Equipment Lease	£72.13
11.01.24	Siemens	Equipment Lease	£900.00
15.01.24	Bankline	Monthly charge	£41.09
15.01.24	Safety Effect	H&S	£114.00
15.01.24	DHFE	Till rental	£369.60
15.01.24	Paymentsense	Card charges	£54.00
15.01.24	FDMS	Card charges	£317.60
16.01.24	Sage	Monthly subscription	£229.20
16.01.24	Carlsberg	Bar stock	£903.14
19.01.24	Powys CC	DBS check	£33.00
22.01.24	Hugo Fox	Website	£23.99
23.01.24	Host My Office	IT support	£404.16
23.01.24	EDF	Streetlight Energy	£165.09
23.01.24	Carlsberg	Bar stock	£708.91
25.01.24	Everflow	Water	£725.20
25.01.24	BOC	Bar gas	£214.64
26.01.24	Focus	Telephone	£60.83
26.01.24	NEST	Pension contributions	£838.96
26.01.24	Focus	Telephone	£165.00
29.01.24	WEX	Fuelcard	£1.80
29.01.24	BT	BT Sport	£445.44
29.01.24	Veolia	Refuse collection	£484.63
30.01.24	Carlsberg	Bar stock	£2,842.96
31.01.24	O2	Mobile phone	£18.85

(c) BACS - Paid During January 2024

RESOLVED the following BACs payments be ACCEPTED and APPROVED:-

January BACS Payments (not previously listed)

05.01.24	JPS	Toilet refurbishment	£32,880.00
10.01.24	EDF	Electricity NRRG	£73.61
10.01.24	Kent & Sussex	Bar stock	£2,777.22
15.01.24	KCC Pension	Pension contributions	£1,390.07
15.01.24	HMRC	PAYE/NI contributions	£3,840.12
19.01.24	N Greenaway	Reimbursement	£15.50
19.01.24	M Lancley	Kilnbarn entertainment	£230.00
19.01.24	S Grantham	Reimbursement	£18.00
25.01.24	M Beautridge	Bar services	£256.62
26.01.24	Tree Monkeys	Tree work	£144.00

(d) Debit Card Payments - Paid During January 2024

RESOLVED the following debit card payments be ACCEPTED and APPROVED:-

January Debit Card

04.01.24	B&Q	Plants	£44.00
05.01.24	Amazon	OSA consumables	£19.97
08.01.24	AT&F Solutions	Staff training	£23.94
08.01.24	Notcutts	Plants	£60.96
09.01.24	Amazon	Prime	£8.99
10.01.24	Bloom & Wild	Get Well flowers	£24.00
11.01.24	Amazon	OSA consumables	£8.10
12.01.24	Amazon	Office equipment	£20.05
12.01.24	Eventbrite	Councillor training	£60.00
12.01.24	Eventbrite	Councillor/staff training	£168.00
15.01.24	B&Q	Plants	£55.00
18.01.24	Eventbrite	Councillor training	£60.00
22.01.24	Tesco	Refreshments/sundries	£115.43
22.01.24	Barmans	Bar sundries	£49.87

(e) S.137 [Local Government Act 1972] Expenditure Limit for 2024/25

It was **NOTED** that the figure that may be spent per elector under S.137 for the year 2024/25 will be £10.81.

(f) Annual Charitable Donations

Requests received for financial support were **READ** and **NOTED**. It was **NOTED** that no income had been raised for the charities account in the last two years as there had been no dances or events at which a raffle could be held. The Clerk advised there was currently £730.28 in the charities account plus there was £500.00 in the F&A Budget for S.137 payments

RESOLVED to make the following donations from this Council's charities account:-

Under Local Government Act 1972, Sec 142

£50 to Tonbridge & Malling Citizens Advice Bureau

Under Local Government Act 1972, Sec 144

£100 to Ditton Heritage Centre

RESOLVED to make the following donations from this Council's S.137 budget:-

Under Local Government Act 1972, Sec 137

£250 to Kent Air Ambulance plus £50 from the charities account – total of £300

£250 to Heart of Kent Hospice plus £50 from the charities account – total of £300

(g) CCLA Property Fund Dividend

It was **NOTED** that the dividend payment for the period to 31st December 2023 of £5,756.83 had been received.

The Chairman moved that an additional emergency item be considered due to safety concerns:

(h) Damaged Fence at New Road Recreation Ground

It was **REPORTED** that part of the tall chain link fence on the north boundary at New Road Recreation Ground had collapsed during recent high winds and that the remainder was in danger of coming down too. It has been weakened by the amount of vegetation growing on the fence and it is very old. A quotation from the councils preferred contractor was **READ** and the cost of removing the damaged fence and shrubbery of £1,975.00 and replacing it with a more substantial Protek 1000 fencing system of £4,135.00 was **NOTED**. It was agreed this was an urgent safety issue and the work should be undertaken as soon as possible.

RESOLVED to accept the quotations from Dowle Fencing and for ask for the work to be undertaken as soon as possible.

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

Cllr Steve Hammond gave the following Borough Councillor's Report:

UTILITY FAILINGS

The cabinet member for planning and infrastructure, Cllr Mike Taylor, will fairly shortly be meeting up with utility companies to inform them of the Local Plan demands on their assets. Therefore there is a need to know where we stand now, how they intend to bring their systems up to scratch for existing demand and how they propose to cope with the demand for an extra 12,000 houses in the borough, many of them as we know likely to be in the Aylesford South and Ditton Ward.

GRAFFITI CONSULTATION

TMBC are currently running a consultation to get residents views on their work to tackle graffiti. This can be fed back to one of us as the local Borough Councillors or they can use the link on the TMBC website. There has been a small increase in the borough and this will help develop plans to best tackle the subject. For example one option is to develop graffiti walls which people can legally "tag". The survey runs to 29th February 2024.

SHOPFRONT AND VACANT UNIT IMPROVEMENT SCHEME

Applications can be taken until 26th February 2024 for a new round of this scheme which is funded through the Government's UK Shared Prosperity Fund with about £65,000 allocated to Tonbridge & Malling. Although letters have been sent out to eligible premises, if anyone knows of a local shop, whether occupied or vacant, that could benefit from this scheme, then please contact one of us as borough councillors or refer them to the website page www.tmbc.gov.uk/business/shopfront-grant where there is a link whereby those interested can obtain free help with the application.

The maximum level of the grant has been increased from £3500 to £5000. At this stage there are no further plans for a future round of this scheme so this could be a final opportunity.

GREEN BUSINESS GRANT

Applications are open for this until 13th March 2024 and as with the Shopfront Scheme, it is funded by the Government's UK Shared Prosperity Fund with £60,000 allocated to T&M. Again please either contact the borough councillors or www.tmbc.gov.uk/business/apply-green-business-grant for details. This funding support is geared towards improving energy efficiency and reducing the carbon footprint of business premises.

PLANNING

You should have been notified of an informal online session on this Thursday at 7.30pm in respect of the Agile software system. However, we are also always happy to take back any feedback and pass it on to the TMBC Planning department.

Cllr Rob Cannon has called-in the Section 73 application by St Modwen to vary the condition relating to the junction works at the A20/Station Road/New Road to allow occupation of 50 dwellings before the works are completed. He will keep the council updated on the progress of this.

The Chairman **REPORTED** that he and Cllr Mrs Dearden had recently attending a meeting organised by KCC Cllr Andrew Kennedy where he asked for assistance in the formation of a website to promote all the local clubs and groups within his ward.

363. COMMUNITY POLICE/WARDEN REPORT

It was **NOTED** no report was available. The Clerk advised that the KCC Warden based in East Mallong and Larkfield was covering Ditton on Tuesdays and Wednesdays.

364. DATE SENSITIVE PLANNING MATTERS

(a) Plans Received for Comment

(i) TM/23/03530/FL - 4 6, New Road, Ditton, Aylesford, ME20 6AD

Change of use, conversion of internal alterations from offices to residential use

RESOLVED NO OBJECTION

(ii) TM/23/03455/FL - 675, LONDON ROAD, Ditton, AYLESFORD, ME20 6DF

Alteration to the existing road markings at the exit junction onto London Road in order to implement separate right and left turn exit lanes(scheme as previously agreed via S.278 Agreement with Kent County Council)

RESOLVED to comment that the current layout seems to work without issues and there is little space to allow for two exit lanes [a right and left] plus the "in" lane within the current space, particularly if a large delivery vehicle tried to enter as a car was in the turn right exit lane. If it is felt necessary to have left and right exit lanes it would be better to make a new entrance lane located further to the east of the current access.

(b) Plans dealt with by Area 3 Committee

(i) TM/23/03250/FL - 12, MALLARD HOUSE, Streamside, Ditton, AYLESFORD, ME20 6SY

Demolition of existing conservatory to side and replace with two storey extension

APPROVED on 22 Jan 2024

(ii) TM/23/00834/FL - Park Farm Cottage, Bradbourne Lane, Aylesford, ME20 6PE

Application Withdrawn – 24 Jan 2024

READ and NOTED.

(c) Orchard Mill [Ditton Edge] Development

It was **NOTED** that there had been issues with litter and overgrown hedges on the site and these had been reported to the Site Manager. It was further **NOTED** that if members wished to visit the site this could be arranged in March/April.

(d) "Bradbourne Community" - EMT Proposal

NOTED no updates.

(e) Update on Guidance for Commenting on Planning Applications

The Chairman presented a report and slides of a recent online planning training event that he had attended. He outlined material and non-material issues that can be taken into account when considering planning applications and also pointers in how to strengthen arguments when objecting.

365. **MATTERS ARISING FROM "CORRESPONDENCE FOR NOTING"**

It was **NOTED** that there were some articles regarding new planning issues contained within the Local Council's Update publication.

366. **ANNUAL PARISH MEETING, MONDAY 29TH APRIL 2024**

Suggestions for speakers at this year's meeting were Citizens Advice and Ditton Heritage Centre.

367. **DITTON GAZETTE – SPRING**

Any copy/photos to be forwarded to the Clerk as soon as possible.

368. **CLOSURE**

The meeting closed at 8.26pm.

Chairman
4th March 2024