

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER
AT DITTON COMMUNITY CENTRE ON MONDAY 6th JULY 2026

PRESENT: CLLRS. N NEWMAN [CHAIRMAN], M J PORTER [VICE-CHAIR], MRS M NEWMAN,
A R MULCUCK, A WATERS, MRS A THROSSELL, J COX, MRS L COX,
A LAIDOUCCI & R WHITE
MRS N GREENAWAY [CLERK OF THE COUNCIL], TMBC CLLR R CANNON

109. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

110. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Adlington. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref. 616.

111. **DECLARATIONS OF INTERESTS**

Cllr Mulcuck declared a personal interest in item 120(e) as the issue was raised by a member of Ditton Heritage Centre and he is also a member.

112. **CASUAL VACANCIES**

NOTED no enquiries had been received.

113. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING
HELD ON 1ST JUNE 2026**

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

114. **MATTERS ARISING**

There were no matters arising.

115. **MINUTES OF MEETINGS HELD DURING JUNE 2026**

For Confirmation and Signing

(a) Planning, Highways & Transportation Committee, 15th June 2026

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

(b) Open Spaces & Amenities Committee, 15th June 2026

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

(c) Finance & Administration Committee, 29th June 2026

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

RESOLVED TO RATIFY THE FOLLOWING RECOMMENDATIONS:DITTON GAZETTE FORMAT [PRINTED/DIGITAL] - P.41, Item 96(c)

TO PRODUCE ONE MORE PRINTED COPY TO BE DELIVERED AND TO INCLUDE AN ITEM TO ADVISE RESIDENTS THIS WILL BE THE LAST PRINTED COPY AND IN FUTURE IT WILL BE AVAILABLE ON LINE BUT IF A PRINTED COPY WAS REQUIRED IT COULD BE COLLECTED FROM THE PARISH OFFICE OR POSTED

PARISH NOTICEBOARDS - P.41, Item 97

TO REMOVE THE DAMAGED NOTICEBOARDS AT BELL LANE AND PAPAS ON A20 AND NOT TO REPLACE AT THIS TIME BUT TO KEEP THE REMAINING NOTICEBOARDS.

(d) Personnel Committee, 29th June 2026

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

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

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

Ditton Twinning Assoc.: Minutes of Meeting held on 04/06/2026

KALC: Newsletter, June & July 2026

Maidstone Borough Council: New Local Plan Call for Sites
Staplehurst Parish Council Neighbourhood Development Plan

Clerks & Councils Direct: Newsletter July 2026

For Decision

David Cooper: Defibrillator in old Telephone Box on Woodlands Road
A letter from Mr Cooper outlining the history of this defibrillator and its current status was **READ**. It was **NOTED** that he was asking if the parish council would take over the regular checking and maintenance of the defibrillator.
RESOLVED to agree to look after and monitor this defibrillator and to look at grant funding when consumables and the device need replacing.

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

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

June Payroll Summary

Monthly	Gross	£39,360.92
	Net	£28,031.06

June BACS Payments (not previously listed)

28.05.26	KCC Pension	Pension Contributions	£1,295.57
01.06.26	D Jewiss		£250.00
02.06.26	N Greenaway	Reimbursement	£44.76
03.06.26	NSALG		£84.00
04.06.26	Envirocure	Legionella testing	£276.00
04.06.26	M K Martin	Lock change	£95.00
04.06.26	N Greenaway	Le Shuttle - Twinning	£238.00
15.06.26	Triple A Events	Staging / Sound - 06.06.26	£1,564.45
15.05.26	Kent & Sussex	Outside Bar	£550.00
15.06.26	Kent & Sussex	Bar Stock	£1,755.10
15.06.26	Kent Speakers	Refund – overpayment	£200.00
25.06.26	D Beautridge	Playground Locking	£45.00
30.06.26	KCC Pension	Pension Contributions	£1,483.22

June Deposit Refunds

28.05.26	Oaken Hall – 24.05.26	£66.25
03.06.26	Oaken Hall – 31.05.26	£97.50
03.06.26	Oaken Hall – 30.05.26	£150.00
10.06.26	Carman Room – 30.05.26	£50.00
16.06.26	Key Deposit – 14.06.26	£95.00
17.06.26	Carman Room – 12.06.26	£100.00
30.06.26	Allotment Keys	£50.00

(b) Direct Debits - Paid During June 2026

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

June Direct Debits

28.05.26	Focus	Telephone Charges	£94.18
28.05.26	Focus	Telephone Lease	£165.00
28.05.26	Veolia	Refuse Collection	£495.62
29.05.26	Natwest	Bank Charges	£154.97
29.05.26	Paymentsense	Card Machines	£101.82
29.05.26	Carlsberg	Bar Stock	£2,410.57
01.06.26	O2	Mobile phone	£15.28
01.06.26	TMBC	Business Rates	£1,081.00
03.06.26	Carlsberg	Equipment Rental	£201.60
05.06.26	Kent Commercial Services	Gas Supply	£839.24
05.06.26	Carlsberg	Bar Stock	£2,837.82
08.06.26	Rentokil Initial	Washroom Services	£371.97
09.06.26	Kent Commercial Services	Electric Supply	£103.96
09.06.26	SKY	Sky TV	£510.60
12.06.26	Carlsberg	Bar Stock	£2,774.78
12.06.26	FDMS	Card Charges	£741.98
15.06.26	Bankline	Bank Charges	£101.46
15.06.26	Safety Effect	H&S	£126.00
15.06.26	DHFE	Till Rental	£369.60
15.06.26	WEX	Fuelcard	£13.26
16.06.26	Sage	Sage Software	£367.80
19.06.26	Carlsberg	Bar Stock	£2,923.36
22.06.26	Hugo Fox	DPC Website	£23.99

22.06.26	Hugo Fox	CC Website	£4.79
22.06.26	WEX	Fuelcard	£15.02
23.06.26	Host My Office	IT Support	£840.12
25.06.26	Everflow	Water Charges	£1,811.48
25.06.26	HMRC	PAYE/NIC	£6,689.93
25.06.26	BOC	Bar Gas	£268.02
25.06.26	TNT	TNT TV	£525.80
26.06.26	NEST	Pension Contributions	£1,609.85
26.06.26	Paymentsense	Card Machines	£84.00
26.06.26	Carlsberg	Bar Stock	£1,424.94
29.06.26	Focus	Telephone Charges	£94.18
29.06.26	Focus	Telephone Lease	£165.00
29.06.26	WEX	Fuelcard	£120.67
29.06.26	Veolia	Refuse Collection	£462.01

(c) BACs Payments - Paid During June 2026**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**Accounts (paid 04.06.26)**

Community Centre				
S&J Cleaning Systems	Fimap Genie repair	VAT	139.22 27.84	£167.06
KCS	Cleaning Supplies	VAT	125.95 92.87 38.56	£257.38
TH Electrical	Air conditioning power supply	VAT	1150.00 230.00	£1,380.00
BDS	Maintenance/repairs	VAT	537.60 1191.26 345.77	£2,074.63
BAR				
EGM	Staff Uniform	VAT	280.41 56.05	£336.46
Kent & Sussex	Bar Stock	VAT	723.44 635.75 707.10 413.26	£2,479.55
Lansdell	Bar Stock		296.66 357.20 221.11 (18.49) 147.51	£1,003.99
F&A				
Gallagher	Community Insurance		18998.84	£18,998.84
Gallagher	Commercial Motor Insurance		1526.37	£1,526.37
Gallagher	Engineering & Construction Insurance		530.27	£530.27
KCC	Internal Audit	VAT	601.50 120.30	£721.80

Accounts (approved and paid 25.06.26)

Community Centre				
M/S Ind Cleaners	Window Cleaning		260.00	£260.00

Four Jays	Crowd Barriers Toilet Trailer	VAT	130.00 695.00 165.00	£990.00
Lansdell	Bar Stock	VAT	(18.49) 98.41 12.99 336.80 507.55 168.15	£1,105.41
Envirocure	Legionella Testing	VAT	58.00 11.60	£69.60
All Chilled	Air Conditioning	VAT	6404.43 1280.89	£7,685.32
KCS	Cleaning Supplies	VAT	16.99 16.99 26.89 128.15 37.81	£226.83
Capital Cleaning	Cleaning Supplies	VAT	161.17 32.23	£193.40
Bar				
MPLC Licence	Motion Picture Licence	VAT	201.98 40.40	£242.38
Kent & Sussex	Bar Stock	VAT	92.88 651.20 737.23 296.26	£1,777.57
F&A				
Aquaid	Water Coolers	VAT	141.20 28.24	£169.44
OSA				
T Parker	Weed Killer	VAT	73.33 14.67	£88.00
Ward Security	Key Cutting	VAT	160.00 32.00	£192.00

(d) Debit Card Payments – June 2026**RESOLVED** the following payments be **APPROVED** and **RATIFIED**:-**June Debit Card**

28.05.26	Catering Appliance	Hot Water Boiler	£512.39
29.05.26	Tesco	Refreshments/Bar Stock	£116.20
02.06.26	Amazon	Plastic Jugs	£28.00
03.06.26	Currys	Fridge	£519.00
05.03.26	Tesco	Refreshments/Bar Stock	£82.10
15.06.26	Tesco	Refreshments	£55.38
17.06.26	Amazon	Grease - OSA	£29.05
19.06.26	Amazon	Remote holders	£9.49
19.06.26	Amazon	Sealant	£17.78
24.06.26	Amazon	Battery Charger	£99.90
24.06.26	Amazon	Fan	£69.98

(d) Investment Strategy

It was agreed to defer this item until the Chairman had had chance to review the document fully.

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

TMBC Cllr Cannon reported on the following items:

LOCAL GOVERNMENT REORGANISATION

We are expecting to hear next week what the preferred option will be and then the next elections for the new authorities will be in 2028.

PLANNING MEETING

The recent planning meeting at which the Bradbourne application was discussed lasted 4½ hours. Despite members refusing the application, the officers are looking into the legal position and costs. The application will be considered again on 30th July.

LOCAL PLAN

The Local Plan has progressed the Regulation 19 stage and the final version is expected to be adopted [or otherwise] on 3rd September.

ORCHARD MILL

Complaints from residents have been received regarding overgrown vegetation and working hours and he will be meeting with the site manager soon to discuss the issues.

Cllr Cox asked if it was likely the Bradbourne application would be approved because of costs and Cllr Cannon confirmed this was the case.

Cllr Waters asked why would costs be an such issue an to TMBC as it would be “ceasing” with the forthcoming Local Government Reorganisation. He added it was very disappointing how this application has been dealt with.

Cllr Mulcuck said costs should not be an issue as most local people would be prepared to pay more to fight this development as they do not want it.

Cllr Newman thanked Cllr Cannon for raising some of the DPC initial objections and said it was good that they were discussed at this meeting as viable objections unlike at the previous meeting.

119. **REPORT FROM NEIGHBOURHOOD POLICING TEAM**

The Clerk advised that the Local Police Officer had called her to give his apologies that he had not be able to visit Ditton routinely as he was regularly being called to attend to 999 calls. He advised there were no real issues to report currently.

120. **DATE SENSITIVE PLANNING, HIGHWAYS & TRANSPORTATION MATTERS**(a) Plans Received for Comment

TM/26/00941/LDP - 624 London Road Ditton Aylesford Kent ME20 6BX

Lawful Development Certificate Proposed: Conversion of loft to habitable room incorporating a rear dormer and 2 rooflights in the front roofslope

RESOLVED TO COMMENT THAT THE DESIGN IS NOT CONSIDERED TO BE IN KEEPING WITH THE CHARACTER OF NEIGHBOURING PROPERTIES IN THE STREET. THE COUNCIL ALSO SEEKS ASSURANCE AS TO HOW THE WORKS WILL BE CARRIED OUT WITHOUT ENCROACHING ONTO ADJOINING LAND. IN ADDITION, THE COUNCIL REQUESTS

THAT THE APPROVED MATERIALS AND SPECIFICATIONS ARE STRICTLY ADHERED TO, IN VIEW OF PREVIOUS INSTANCES IN THE VILLAGE WHERE EXTENSIONS WERE NOT COMPLETED IN ACCORDANCE WITH PLANNING PERMISSION.

TM/26/00962/TPOC - 16 Cedar Close Ditton Aylesford Kent ME20 6EN

Sweet Chestnut tree- 50 percentage reduction. Standing in Group G3 of Tree Preservation Order

RESOLVED NO OBJECTION SUBJECT TO TMBC TREE OFFICER'S APPROVAL.

TM/26/01000/AT - 613 London Road Ditton Aylesford Kent ME20 6DL

Advertisement Consent: Erection of an internally illuminated freestanding digital screen

RESOLVED TO SUPPORT HIGHWAYS COMMENTS – ESPECIALLY:

The illumination of any sign which is visible from the carriageway not to be of a flashing type The proposed sign to have a minimum clearance of 2.6 metres above the footway/ cycleway and not project within 0.6 metres of the carriageway edge. The maximum value of luminance in hours of darkness must not exceed the maximum permitted values for the relevant zone given in the Institution of Lighting Professionals 'Professional Lighting Guide 05: The Brightness of Illuminated Advertisements'. The zones and their corresponding maximum level of luminance are detailed below: (a) The minimum message display duration must be 10 seconds. The rate of change of messages must be instantaneous, i.e. no fading, merging etc. (b) The display screens must not display any moving, or apparently moving, images. This includes the use of animation, flashing, scrolling three dimensional, intermittent and video elements. (c) The display screens must not show sequenced images or span messages across more than one screen. (d) The display screens must include a mechanism to show a black screen in the event of a malfunction. (e) No images displayed shall resemble official road traffic signs, traffic lights or traffic matrix signs. (f) During daylight hours, the display screen's luminance should be continuously monitored via a light sensor and adjusted in order to reflect ambient light conditions and shall at all times be no greater than the recommended maximum daytime luminance values given in Institution of Lighting Professionals - Professional Lighting Guide (PLG 05/23) 'Brightness of Illuminated Advertisements'. (g) The illumination of any sign which is visible from the carriageway not to be of a flashing type.

TM/26/01030/RD - Cobdown Sports Ground Station Road Ditton Aylesford Kent

Details of condition 6 (Landscape Management Plan) pursuant of planning permission TM/25/01319/FL 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

RESOLVED TO SUPPORT KCC COMMENTS – IN PARTICULAR

CONDITIONS 6, 15, 35 and 38 DISCHARGE We have reviewed the submitted documents in relation to conditions 6, 15, 35 and 38 of permission TM/25/01319/FL and advise that insufficient ecological information has been provided to discharge these conditions. Condition wording is presented in Appendix 1. The discharge of condition 15 relies on there being a biodiversity gain plan in place to which this condition refers. We note that no application appears to have been made to discharge the deemed condition (for the biodiversity gain plan). We recommend that the description of Condition 15 be updated to make clear that the deemed condition is also a subject of this application, or we advise that a separate application should be made for discharge of the deemed condition to formalise its discharge, as required by legislation. When submitting an application to discharge the deemed condition, we advise that the applicant should submit a biodiversity gain plan form1 or a report containing all the necessary information from the biodiversity gain plan form.

TM/26/01114/FL - 16 Medina Road Ditton Aylesford Kent ME20 6DR
 Single storey side extension
RESOLVED NO OBJECTION

26/01121/FL - 31 Woodlands Road Ditton Aylesford Kent ME20 6DX
 Demolition of existing detached garage and construction of a single-storey side extension with front projection and associated external alterations
RESOLVED NO OBJECTION

(b) Plans dealt with by TMBC Area 3 Committee

The following decisions were **NOTED**:

26/00800/TPOC - 148 Woodlands Road Ditton Aylesford Kent ME20 6EZ
 1 x Silver Birch (applicants ref. T1) - Reduce overall height from approx. 15m to 10m and reduce lateral branches by approx. 2m. Standing in Woodland W1 of Tree Preservation Orders 64/00021/TPO and 64/10006/TPO.
Approved 23/06/2026

24/01733/TPOC - 181 Woodlands Road Ditton Aylesford Kent ME20 6HA
 3 x multi-stemmed Sweet Chestnut (applicants ref. T1, T2 and T3) - Reduce by 20% as indicated for the trees standing at 181 Woodlands Road on photo attached to email dated 29th May 2026. Standing in Woodland W1 of Tree Preservation Orders 64/00021/TPO and 64/10006/TPO
Approved 24/06/2026

24/01440/TPOC - 179 Woodlands Road Ditton Aylesford Kent ME20 6HA
 1 x Eucalyptus (applicants ref. T1) - Reduce to 6M in height and 4M in lateral spread. 5 x Sweet Chestnut (applicants ref. T2, T3, T4, T5 and T6) - Reduce by 20% as indicated for the trees standing at 179 Woodlands Road on photo attached to email dated 29th May 2026. Standing in Woodland W1 of Tree Preservation Orders 64/00021/TPO and 64/10006/TPO.
Approved 24/06/2026

24/00541/TPOC - 161 Woodlands Road Ditton Aylesford Kent ME20 6HB
 1 x Sweet Chestnut (applicants ref. T1) - Reduce by 20% as indicated on photo attached to email dated 29th May 2026, (and remove any deadwood). 1 x Conifer (applicants ref. T2) - Remove. Standing in Woodland W1 of Tree Preservation Orders 64/00021/TPO and 64/10006/TPO.
Approved 23/06/2026

26/00838/PDV14J - Nutriblend House Priory Park Ditton Court Quarry Mills Road Quarry Wood Industrial Estate Aylesford Kent ME20 7PP
 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)
Prior Approval Not Required – decision issued 30/06/2026

(c) Orchard Mill [Ditton Edge]

Nothing to report. NOTED issues reported to Cllr Cannon.

(d) Bradbourne Development

The Chairman reported that although it was a very long meeting it was good that each speaker was able to give different well thought out objections to the application. He advised he would not attend the next meeting as he had spoken at the last two and given the council's full objections.

(e) PROW MR623/access road from New Road to NRRG

The Chairman advised that he, Cllr Waters and the Clerk had met with the gentleman that raised the question about ownership of the access road from New Road up to the Scout Hut and Recreation Ground at the Annual Parish Meeting.

The council representatives had presented all available documents including the deeds. Together these documents clearly show that the Parish Council, and subsequently the Scouts, had defined access rights along the driveway belonging to 18 New Road; but they did not show any transfer of ownership of the driveway to the Parish Council at any time.

The original intent of the parish council when buying the land was determined by reviewing the archived minutes and various items of correspondence, and found to have been met by the purchase of the land and the inclusion of access rights in the deeds.

The meeting was closed without agreement being reached.

Advice had also been sought from the KALC Adviser who had reviewed the evidence and concluded that, should the council pursue this matter further, it would likely prove very costly for the council and would achieve no practical benefit.

Members were asked to vote on whether any further action should be taken or legal advice sought on this issue. Members unanimously:

RESOLVED not to pursue this issue further.

The Chairman thanked Cllr Waters for his assistance in reviewing the substantial amount of information involved in this matter.

(f) Resident Ragstone Court - Request for traffic calming on Kilbarn Road

Correspondence from a resident regarding concerns about speeding traffic on Kilbarn Road was **READ**. It was **NOTED** that the resident had raised issues previously. The Clerk advised that a request for traffic calming was included in the council's Highway Improvement Plan and she had advised the resident of this. It was suggested this issue be raised with KCC Cllr Kennedy to see if he could offer any assistance/advice.

121. **REMEMBRANCE DAY – SERVICES & PARADE**

RESOLVED to go ahead with this year's service and parade and for the Clerk to purchase a wreath and apply for the road closures.

Cllr Mulcuck asked to be notified if there was to be a meeting to discuss this year's service as he would like to attend and may need to request assistance with the placing of the standards on the day.

It was **NOTED** the service had been held at the church in recent years and this had worked well but was a little crowded and the Community Centre could be considered if it was available and it was thought space would be an issue this year.

122. **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 moved that due to the confidential nature of the next item the Press and Public be excluded from the meeting.

123. **CONFIDENTIAL MEMORANDUM**

CM455,CM456 and CM457 were CONFIRMED and SIGNED.

124. **CLOSURE**

The meeting closed at 8.31pm.

Chairman
3rd August 2026