

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 7th AUGUST 2017

CLLRS. M J PORTER (CHAIRMAN), A PIPER (VICE-CHAIRMAN), P DALTON, MRS J DEARDEN, J LOVER, S MCDERMOTT, MRS A THROSSELL & MRS J THWAITES
MRS N GREENAWAY [Clerk of the Council]
BOROUGH. CLLR T CANNON

169. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

170. **APOLOGIES**

Apologies were **RECEIVED** from Cllrs Beadle, Mrs Beadle, Mrs Dennison, Mulcuck and Price. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.366. Apologies were also received from County Cllr Peter Homewood.

171. **DECLARATION OF INTERESTS**

There were no declarations of interest.

172. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 3rd JULY 2017**

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

173. **MATTERS ARISING**

There were no matters arising.

174. **MINUTES OF MEETINGS HELD DURING JULY 2017**

(a) COMMUNITY CENTRE COMMITTEE, 10TH JULY 2017

The minutes of the above meeting were presented by Cllr Mrs Dearden and signed as a true record. The Clerk advised members that there had been a leaking waste pipe in the Kilnbarn men's WC which had resulted in damage to the floor and a terrible odour so it required urgent repairs.

RESOLVED delegated power be given to the Clerk to proceed with the necessary repairs.

(b) PLANNING COMMITTEE, 17TH JULY 2017

The above minutes were presented by Cllr Dalton and signed as a true record subject to the words Lunsford Lane being amended to New Hythe Lane.

(c) OPEN SPACES & AMENITIES COMMITTEE, 17TH JULY 2017

The minutes of the above meeting were presented by Cllr Piper and signed as a true record. Cllr Mrs Dearden advised Ditton Minors had painted the garage door at NRRG red and black. The Clerk will check with the OSA Admin Assistant if they were advised the doors should remain neutral.

It was **NOTED** that there was a vacancy on this committee and Cllr Mrs Dennison had expressed an interest. There being no further applications, Cllr Mrs Dennison was duly elected as a member of the Open Spaces and Amenities Committee.

The Clerk advised that this committee had made a resolution to ask County Cllr Homewood if he could grant some funds towards replacement bins and seats.

RESOLVED as Cllr Homewood was not present, the Clerk would forward details of this request to him.

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

The following correspondence was **CIRCULATED** at the meeting and **READ** and **NOTED**:-

Local Councils Update:	<u>July 2017, Issue</u>
Ditton Church Pre-School:	<u>Thank you for use of Conservation Area</u>
Clerks & Councils:	<u>Direct, July 2017 Issue 112; August 2017 Issue 209</u>
SLCC:	<u>The Clerk, July 2017, Vol 48</u>
KALC:	<u>NALC Chief Exec Bulletin</u>
NALC:	<u>Legal Topic Notes 13, 18, 20, 54</u>
Heart of Kent Hospice:	<u>Thank You</u>
KCC:	<u>Local Bus Service</u> <u>Temporary Road Closures, Bluebell Hill, Pratling St</u>
Kent Air Ambulance:	<u>Certificate of Appreciation</u>
Malling District Lions Club:	<u>Charity Walk</u>
Rang du Fliers:	<u>Au Cou'Rang (Town Newsletter)</u>
SGN:	<u>Diversions re New Hythe Lane Road Closure</u>
Atkins Global:	<u>Smart Motorway M20 Junctions 3-5</u>

- KM: Photos: NRRG Playground/Village Show
- Downsmail: July 2017
- (b) For Decision
- KALC: Events – Autumn 2017
READ and **NOTED**.
- KALC T&M Area: Agenda – 10.08.2017
RESOLVED Cllrs Dalton and Mrs Dearden will attend.
- Rural Kent: Social Media Workshop 30.09.2017
READ and **NOTED**.
- Medway Valley: Flood Risk Management (emailed 26.7.17)
READ and **NOTED**.
- Resident: Location of Notice Board (A20 nr Bell Lane)
A request from a resident to move the Parish Council notice board slightly (at the residents expense) was **READ** and **NOTED**. It was further **NOTED** that the resident would need to complete an application with KCC also to be able to do this.
RESOLVED This Council has no objection to the noticeboard being moved subject to the appropriate permissions from KCC.
- Resident: Overgrown Tree top of Bell Lane
A request for an overhanging tree to be trimmed was **READ**. It was **NOTED** that KCC would be happy for the Parish Grounds Staff to undertake this task.
RESOLVED agree to this request and that the Grounds Staff be asked to undertake cutting back of the tree.
- Hirer: Request to use “smoke machine”
A request to use a smoke machine was **READ** and it was **NOTED** that it would require two fire sensors to be turned off. It was further **NOTED** that the Fire Officer has confirmed this would not be an issue as all other parts of the building would remain alarmed.
RESOLVED to accede to this request subject to the Council’s insurers being happy with the two sensors being turned off during this hire.
- KM Charity Team: Invite to Charity Forum
READ and **NOTED**.

176. **FINANCE**(a) Accounts for Payment**RESOLVED** the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

Salaries: Monthly Paid	Gross:	14415.95	Net:	11815.19
Weekly paid - caretakers	Gross:	4047.43	Net:	3659.85
- bar	Gross:	1812.66	Net:	1794.45

Chippings Tree Surgery:	Chainsaw Course		680.00
Craigdene:	Consultation/Project Management Re NRRG Playground	2895.00 Vat <u>579.00</u>	3474.00
SSG Emprise:	Alarm Activation	65.33 Vat <u>13.07</u>	78.40
Ernest Doe & Sons:	Repair & Spares for Gang Mowers	545.04 Vat <u>109.02</u>	654.06
Kevin Giles:	3 x memorial trees plus ties etc		90.00
Martin Holman:	Hanging baskets		230.00
Host my Office:	August Hosting Service	223.50 Vat <u>44.70</u>	268.20
Pace Fuel Care:	Tank of Tractor Diesel	755.79 Vat <u>37.79</u>	793.58
KCC:	Stationery items	24.73 Vat <u>4.95</u>	29.68
Y Pinnington:	Balloons for playground opening		100.00
Park Leisure & Sport Ltd:	Play Equipment NRRG	37896.83 Vat <u>7579.36</u>	45476.19
P&L Services	Repairs to Kubota Mower		1535.32
Travis Perkins:	OSA Supplies	69.37 Vat <u>13.88</u>	83.25
Re-Issued Cheque			
SSG Emprise:	Sept 2016 alarm monitoring	25.75 Vat <u>4.63</u>	30.38

Breakdown of Expenditure from Imprest Account during July 2017

Brought Forward June 2017		1541.08
Reimbursement		<u>959.92</u>
		2500.00
<u>Expenses</u>		
Voucher Charge	3.25	
Floral Tribute Reimb. (Bastille)	36.54	
Accommodation Reimb. (Bastille)	134.72	
Travis Perkins, OSA supplies	82.93	
Peter Dorrell (CC Floor clean)	84.60	342.04*
		<u>2157.96</u>
		2500.00

* Reimbursement required on 7th August 2017 to restore balance to £2500.00

(c) Direct Debits Paid During June 2017

The following Direct Debits were **READ, NOTED** and **APPROVED:-**

01.06.17	O2	13.80
01.06.17	Investec Asset	127.37
02.06.17	O2	101.52
03.06.17	RBS PLC Mentor	323.98
02.06.17	Matthew Clark	648.93
05.06.17	Mentor Services	323.98
07.06.17	Sky Business	518.40
09.06.17	Matthew Clark	480.59
12.06.17	Worldpay	50.00
15.06.17	Your Energy	808.00
16.06.17	Sage Software	19.20
16.06.17	Matthew Clark	605.86
19.06.17	Worldpay	3.15
19.06.17	Rentokil Initial	140.24
20.06.17	CNG Ltd	393.13
20.06.17	BT Group	95.78
20.06.17	Heineken on Trade	5105.04
20.06.17	Tonbridge & Malling BC	1293.00
21.06.17	Worldpay	132.84
23.06.17	Siemens Fin Serv	188.46
23.06.17	Matthew Clark	501.60
27.06.17	BOC Manchester	138.00
28.06.17	BT Group	272.04
28.06.17	Veolia ES UK Ltd	229.32
29.06.17	Nest Pension	124.52
29.06.17	O2	12.11
30.06.17	Matthew Clark	450.28
30.06.17	NCS Group Ltd	16.50
30.06.17	NCS Group Ltd	45.36
30.06.17	NCS Group Ltd	255.68

(d) BACs Payments made During June 2017

The following BACs Payments were **READ, NOTED** and **APPROVED:-**

16.06.17	KCC Pensions	2434.96
16.06.17	Inland Revenue	3527.24
12/23/26.06.17	EK Gowing – Counselling NS(x 3 @ £35)	105.00

(e) Debit Card Payments – June 2017

The following Debit Card Payments were **READ, NOTED** and **APPROVED:-**

07.06.17	Amazon) Slug control	6.99
07.06.17	“) Slug treatment	12.75
08.06.17	High Speed Training (food hygiene)	18.00
08.06.17	Officefurnitureonline (office chair)	104.12

(f) Accounts for Payment – Community Centre**RESOLVED** the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

1 st A Pest Control Services Ltd:	Destroyed wasps nest in door-way to Don Carman Room	45.00 Vat <u>9.00</u>	60.00
4Ways Solutions:	Bleach and A4 paper	61.82 Vat <u>12.36</u>	74.18
Calibre Cleaning:	Strip & Seal Carman Room Floor	220.00 Vat <u>44.00</u>	264.00
Carter Brooke:	Security for 17.06.17	90.00 Vat <u>18.00</u>	108.00
Chubb Fire & Security:	Service Contract & battery	233.29 Vat <u>46.66</u>	279.95
Envirocure:	2 x monthly legionella checks & check thermal insulation of pipes	236.00 Vat <u>47.20</u>	283.20
Kent County Council	Stationary and cleaning supplies	163.03 Vat <u>32.61</u>	195.64
Kent Catering Service:	Gas cooker repair & callout	115.00 Vat <u>23.00</u>	138.00
Kent Drainage:	CCTV Drainage Line & jet blockage	127.50 Vat <u>25.50</u>	153.00
Martin Environmental:	Call out re no hot water	85.50 Vat <u>17.10</u>	102.60
CW Milner & Sons:	Concrete path from fire door (Cedar Room)	990.00 Vat <u>198.00</u>	1188.00
Nisbets:	Hot water boiler (urn)	69.99 Vat <u>13.99</u>	83.98
S&J Cleaning:	Contract for scrubber dryer	330.00 Vat <u>66.00</u>	396.00

Deposit Refunds**OAKEN HALL**

22.07.17 119.00
23.07.17 68.75
27.07.17 50.00

Don Carman Hall

29.07.17 50.00

(g) Accounts for Payment – Bar**RESOLVED** the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

4Ways Solutions:	Bleach and black sacks	103.18 Vat <u>20.64</u>	123.82
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KCC:	New Vacuum Cleaner	73.94	
		Vat <u>14.79</u>	88.73
Lansdell Soft Drinks Ltd:	Soft drinks and snacks	416.83	
		Vat <u>75.20</u>	492.03

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

Borough Councillor Cannon **REPORTED** on the following matters:

- Path in Woodlands Road – he has looked in to this but it is a private land matter. Cllr Mrs Dearden advised that her deeds show that she has access across the land. It was suggested that if there was sufficient evidence that this path has been regularly used then the process of declaring it a PROW could be followed. Concern was also expressed that whoever sold the land – if TMBC or Housing Association – they should have been aware of any access rights of the residents.
- Cllr Dalton asked why a lighter touch appears to be being taken in respect of the further development at the Cobdown site. It was felt Planning Enforcement should stop any further development until issues about possible flooding are resolved and that the residents should be supported. Cllr Cannon will keep in touch on this issue.

There was no report from County Councillor Homewood but it was **NOTED** that he had been in further discussion with the residents at Fernleigh Rise regarding the provision of permanent bollards to prevent parking on the verges.

178. **REPORT FROM PARISH WARDEN/COMMUNITY POLICE**

NOTED no one was available to attend and no report had been received. The Clerk will request, if possible, that a crime update report is submitted if no officer is able to attend the meetings.

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

(a) Plans Received for Comment

TM/17/01764/TPOC	Chestnut Tree – second trunk on the right is completely dead so needs to be chopped down and the third tree trunk is starting to die – at least needs to be pruned	55 Primrose Drive
RESOLVED	NO OBJECTION SUBJECT TO THE TMBC TREE OFFICER'S APPROVAL.	

The Planning Chair requested that an additional dates sensitive application be considered:

TM/17/01934/FL	Variation of condition 2 (opening hours) of planning consent reference TM/12/03666/FL to allow opening on Sunday between 17:00 and 20:00 hours	Dang Takeaway
RESOLVED	NO OBJECTION	

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

The following plans dealt with by the T&M Area 3 Sub-Committee, were **READ** and **NOTED**:

TM/17/01571/LDP	Lawful Development Certificate Proposed: Conversion of part of garage into habitable Room Certifies on 1 August 2017	63 Prior Grove
TM/17/01433/FL	Temporary 5 year change of use of part car park to car wash and valeting use and proposed Perspex canopy Refuse on 20 July 2017	The Walnut Tree 10 Bradbourne Ln
TM/17/01600/FL	Two storey side extension Application Withdrawn	86 Fernleigh Rise

(c) "B" Lists

The following "B" Lists were **CIRCULATED, READ** and **NOTED**:

17/28 - 17.07.2017; 29/30 - 25.07.2017; 17/30 - 31.07.2017

(d) Aylesford Newsprint Development – Request for meeting

A letter from the developer inviting the Parish Council to attend either a joint or individual meeting was **READ**.

RESOLVED to accept the invitation and to advise this Council would prefer to attend a meeting jointly with neighbouring parishes.

(e) Development at former Cobdown Sports & Social Club (resident correspondence)

Correspondence from residents was **READ** and **NOTED**

RESOLVED to continue to support the residents request that the issues around possible flooding are resolved before further development takes place.

(f) Street Naming Consultation – 3 x 3 bedroom dwellings, rear New Road, Ditton

Suggested street names for this area were **READ**.

RESOLVED to suggest this Council would prefer either Golding Mews or Kentish Mews/Close

(g) Delegation of Planning Comments during August Recess

RESOLVED that, during the August recess, comments on planning applications be delegated to the Clerk in consultation with the Chairman of the Planning committee but an extension would be requested for any contentious applications.

180. **COMMUNITY EVENTS**(a) Joint Community Day with Church

It was **NOTED** that this event will have a different format next year - it is likely that there will be a morning service followed by activities on the village green.

(b) Joint Event with Ditton Minors 2018

It was **NOTED** that it is the 50th Anniversary for Ditton Minors FC in 2018 and they had previously invited the Council to hold a joint event, which had already been agreed in principle. It was **FURTHER NOTED** that the proposed date for the event was 7th July 2018 and that a small sub-committee would be needed to co-ordinate the arrangements with representatives from both organisations. The Clerk advised that the Open Spaces and Bookings & Events Administrators were happy to sit on this committee but it would be preferable to have a council member too.

RESOLVED Cllr Mrs Dearden will be the Council member representative on this sub-committee.

(c) Village Show

It was **NOTED** that attendance had been down this year and if the trend continues then the committee will speak to the Council about the future of this event. It was suggested the event should be more widely advertised and the children's classes promoted in the local schools.

181. **TWINNING**(a) Report Of Visit To Rang-Du-Fliers For Bastille Day

The Chairman **REPORTED** that he, the Clerk and Cllr Lover had attended with members of the Twinning Association and again they were shown excellent hospitality by the French Committee. He also advised that a date for the French Youth Club to visit and take part in activities with the Ditton Scouts was planned for September and the town band had expressed an interest in attending a community event in Ditton next year. It was suggested they be invited to attend the joint celebration day with Ditton Minors.

182. **DITTON GAZETTE**(a) Autumn Edition

NOTED copy required by the end of August and that it would hopefully be distributed by early/mid-September.

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

There were no matters arising.

The Chairman suggested that as the annual photograph had not yet been taken this year, it be taken prior to the Planning and OSA meetings on 18th September. Members agreed and the Clerk will notify the photographer.

184. **CLOSURE**

The meeting closed at 8.20pm.

Chairman
4th September 2017