

DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF DITTON PARISH COUNCIL TO BE HELD IN **THE DON CARMAN HALL** AT DITTON COMMUNITY CENTRE ON **MONDAY 14<sup>TH</sup> JANUARY 2019 AT 7.30PM**

Ditton Parish Council  
Ditton Community Centre  
Kilnbarn Road  
Ditton  
AYLESFORD,  
Kent ME20 6AH

[Mrs] Nicola Greenaway  
Clerk of the Council

9<sup>th</sup> January 2019

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1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **DECLARATION OF INTERESTS**
4. **CASUAL VACANCY** *[Details of applicant herewith]*

**ADJOURNMENT**

5. **DATE SENSITIVE PLANNING MATTERS**

- (a) **Plans Received for Comment** *[resident comments copied to PC and info from TMBC herewith]*

<b>TM/18/02966/OA</b>	<b>Outline Application: Development of the site to provide up to 300 dwellings (Use Class C3) and provision of new access off Kiln Barn Road All other matters reserved for future consideration</b>	<b>Development Site South of Brampton Field between Bradbourne Ln &amp; Kilnbarn Rd</b>
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6. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 12<sup>TH</sup> DECEMBER 2018**
7. **MATTERS ARISING**

8. **MINUTES OF MEETINGS HELD DURING DECEMBER 2018 & JANUARY 2019**

- (a) Finance and Administration Committee, 17<sup>th</sup> December 2018 (circulated)
- (b) Personnel Committee, 17<sup>th</sup> December 2018 (herewith)
- (c) Planning, Highways and Transportation Committee, 7<sup>th</sup> January 2019 (to follow)
- (d) Finance and Administration Committee, 7<sup>th</sup> January 2018 (to follow)

**Recommendations:**

ESTIMATES FOR FINANCIAL YEAR 2019/2020 [Page 157, Item 378] (herewith)

9. **CORRESPONDENCE**

- (a) For Noting

Mrs J Gladdish: Letter of Thanks re Donation to Pop-in Club

KALC: The Parish News, December 2018

NALC Chief Exec Bulletin

RBL: Thank you for donation

TMBC: JPTCG Minutes  
Community Safety Partnership Newsletter

KCC: Temporary Road Closures in T&M Area

Kent Police: Crime Commissioners Newsletr  
Rural Matters  
Counter Terrorism Policing

T&M Ramblers: Group Walks and Events

Clerks & Councils: Direct

SLCC: The Clerk

- (e) For Decision (none received to date)

10. **FINANCE**

- (a) Accounts For Payment

December Payroll Summary

Monthly	Gross	£16,637.25
	Net	£11,048.39
Weekly	Gross	£6,778.64
	Net	£5,766.47

Travis Perkins	OSA Supplies		£14.25 £92.96 £21.44	£128.65
Host My Office	Monthly IT Support	VAT	£233.50 £46.70	£280.20
Commercial Services	Vehicle Lease	VAT	£302.78 £60.56	£363.34
Atlas Facilities	Annual Keyholder Charge	VAT	£283.80 £56.76	£340.56
Aquaid	Monthly Water	VAT	£26.97 £5.39	£32.36
Forge Engineering	Solid Bar pins – Quarry	VAT	£120.00 £24.00	£144.00

DPC IMPREST ACCOUNT – NOVEMBER 2018

06.11.18	Cash	General Petty Cash	£131.22
06.11.18	G.Jeffs	Eye Test & Glasses contribution	£85.00
06.11.18	T.Mulcuck	Poppy Display	£41.48
13.11.18	Costco	Annual Membership	£26.40
26.11.18	Cash	2 <sup>nd</sup> Class Stamps	£58.00
26.11.18	Cash	General Petty Cash	£98.23
		Reimbursement	*£440.33

\* Sum to be transferred on 15<sup>th</sup> January 2019 to return the balance to £2500.00

(b) Direct Debits - Paid During November 2018

01.11.18	TMBC	Business Rates	£1,286.00
02.11.18	HMRC	Gaming Machine Duty	£76.51
05.11.18	Natwest	Mentor Services	£323.98
07.11.18	Sky Business	Sky Sports	£322.80
13.11.18	Nest	Pension contributions	£193.67
15.11.18	Bankline	Monthly Charges	£51.35
15.11.18	DHFE	Bar Till System	£369.60
15.11.18	Dual Energy	Electricity Supply	£1,714.00
16.11.18	Sage	Monthly Subscription	£21.60
20.11.18	Worldpay	Monthly Charge	£148.58
20.11.18	Heineken	Bar Stock	£6,689.12
26.11.18	Wex	Fuel Card	£40.52
26.11.18	BOC	Bar Gas	£150.00
27.11.18	BT	BT Sports monthly charge	£295.36
28.11.18	Veolia	Refuse collection – monthly charge	£291.72
29.11.18	O2	Mobile phone – monthly charge	£19.37
30.11.18	Paymentsense	Card machine – monthly charge	£60.90
30.11.18	NCS	Telephone rental - Monthly Charge	£19.97
30.11.18	NCS	Telephone Line – monthly charge	£46.32

(c) BACS - Paid During November 2018

01.11.18	EDF	NRRG - Ditton Minors	38.76
01.11.18	EDF	Cedar Rooms	1610.65
15.11.18	HMRC	NI & PAYE	£3,852.75
16.11.18	KCC Pension	Pension Contribution	£2139.81

22.11.18	Rentokill	Monthly Charge	173.78
22.11.18	EDF	Cedar Rooms – Quaterly Charge	£307.21
22.11.18	AHS	Replacement of Cancelled Cheque	£318.00
22.11.18	Came & Co	Replacement of Cancelled Cheque	£1,645.98

(d) Debit Card Payments - Paid During November 2018

05.11.18	Amazon	Oaken Hall Clock	£54.32
06.11.18	Poppy Lottery	Poppy Wreath	£17.00
09.11.18	Premier Farnell	Oaken Hall - Christmas Lights	£227.94
12.11.18	Tesco	Bar Stock	£82.78
12.11.18	Screwfix	OSA Workwear	£104.97
13.11.18	Lovely Flora World	Get Well Flowers	£10.39
13.11.18	Lovely Flora World	Thank you – Remembrance Day	£15.99
13.11.18	Lovely Flora World	Thank you – Remembrance Day	£12.99
15.11.18	Screwfix	Plumbing Supplies	£47.96
16.11.18	Screwfix	OSA Workwear	£37.98
19.11.18	Premier Farnell	Oaken Hall - Christmas Lights	£71.82
22.11.18	TLC	Light Bulbs – Christmas Lights	£162.00
23.11.18	EDF	Quarterly Charge	£185.94
23.11.18	Next Day Lock	Toilet Cubicle Hinge	£30.45
23.11.18	Net World	Netball Nets	£45.91

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

12. **REPORT FROM NEIGHBOURHOOD POLICE** *(IF AVAILABLE)*

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

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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.  
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14. **DITTON YOUTH CENTRE – COMMUNICATION FROM DITTON MINORS**

(a) Update *(if available)*

(b) Request for Additional Information *(information herewith)*

15. **CONFIDENTIAL MEMORANDUM BOOK**

16. **CLOSURE**

**N.B.** All Meetings of the Council are open to the public and include an adjournment to permit members of the public to raise any items for the Council's attention, however, due to the confidential nature of some of the items of business parts of the meeting will exclude the press and public in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50.