

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN **THE DON CARMAN HALL**
AT DITTON COMMUNITY CENTRE ON **MONDAY 5TH OCTOBER 2020**

PRESENT: CLLRS.J LOVER (CHAIRMAN), MRS J DEARDEN, MRS K DENNISON, MRS G GODDEN, A LAIDOUCI, A R MULCUCK [from 7.14pm], M J PORTER, MRS A THROSSELL & MRS J THWAITES
MRS N GREENAWAY [Clerk of the Council], MRS S CRAIG [Business Administrator]

39. **OPENING OF MEETING**

The meeting was opened by the Chairman at 7.00pm.

40. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllrs Newman and Rook. The previously notified reason for absence was **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.457. Apologies were also received from Borough Councillors Cannon and Cooper, KCC Councillor Homewood and KCC Warden Sue Absolon.

41. **DECLARATION OF INTERESTS**

Cllr Mulcuck declared a personal interest in item 49(a) Plans for Comment, as one of the applications contains details about a pedestrian crossing in Bradbourne Lane near to where he lives.

42. **CASUAL VACANCIES**

NOTED no further enquiries had been received.

43. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 7TH SEPTEMBER 2020**

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

44. **MATTERS ARISING**

(a) Electric Vehicle Charging Point [Page 20, Item 25(b)]

The Clerk **REPORTED** that following the expression of interest, KCC had responded offering Ditton Parish Council the opportunity to apply for EV charge-point funding of up to £4,000.00.

RESOLVED to proceed with the application for funding for the EV charge-point.

(b) Local Authority Emergency Assistance Grant [Page 25, Item 27(c)]

The Clerk **REPORTED** that the application for £1,000.00 to be placed in the charity account and to be used to assist the vulnerable in the village had been successful. The Clerk will liaise with the KCC Warden to establish who should receive assistance from this fund.

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

The following correspondence was available at the meeting but could not be circulated. The Clerk advised she would be happy to make copies of any of the items if Members wished to take them away to read.

KALC: Minutes of T&M Area Meeting held 23.07.2020

NALC: Chief Executive's Bulletins

S E Water: Works in area from 05.10.2020

S&SEiB: South East in Bloom Results 2020

Came & Co: Update

SLCC: The Clerk Magazine August 2020

Local Councils: Update October 2020

(b) For Decision

D THORNEWELL: Housing Standard Methodology

A copy of a letter forwarded by Mr Thornewell that was sent by local MPs to the Secretary of State for Housing, Communities and Local Government regarding the unreasonable targets for new housing in Kent and Medway, was **READ**.

RESOLVED TO WRITE TO TRACEY CROUCH MP TO EXPRESS SUPPORT ON THIS ISSUE.

BOUNDARY COMM: Electoral Review of Tonbridge & Malling
READ and the proposed changes **NOTED**.

46. **FINANCE**(a) Accounts for Payment

RESOLVED the following accounts be **ACCEPTED** and **APPROVED**:-

September Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£26,192.19</i>
	<i>Net</i>	<i>£17,687.70</i>

September Accounts (approved and paid 25.09.20)

Community Centre				
Capital	Cleaning supplies		48.50	
			16.00	
		VAT	44.92	
			16.00	
			164.37	
			51.55	£341.34
Business Stream	Waste Water		859.42	£859.42

1 st A Pest Control	Quarterly inspection	VAT	60.00 12.00	£72.00
Astra Security	Key cutting	VAT	28.25 5.65	£33.90
Envirocure	Legionella testing	VAT	48.33 68.37 23.34	£140.04
Bar				
Lansdell	Bar Stock	VAT	201.34 130.90 59.78	£392.02
F&A				
Commercial Services	Vehicle Lease	VAT	302.78 60.56	£363.34
KCS	Stationary/ cleaning sundries	VAT	52.55 10.51	£63.06
Aquaid	Water Coolers	VAT	44.95 8.99	£53.94
OSA				
KCS	Line marker	VAT	102.18 20.44	£122.62
Martin Holman	Hanging Baskets		240.00	£240.00
Fields in Trust	Annual membership		65.00	£65.00

September Hirer Refunds (Cancelled bookings due to closure)

03.09.20	Oaken Hall – 04.04.20	£227.50
04.09.20	Carman Room – 11.09.20	£155.00
16.09.20	Carman Room – 16.09.20	£176.00
16.09.20	Oaken Hall – 16.09.20	£162.00
16.09.20	Carman Room – various dates	£684.00
17.09.20	Carman Room – 17.09.20	£50.00

(b) Direct Debits Paid During September 2020

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

September Direct Debits

01.09.20	WEX	Fuelcard	£1.80
01.09.20	O2	Mobile phone	£28.43
02.09.20	BT	Broadband	£108.36
08.09.20	Commercial Services	Gas supply	£343.14
08.09.20	Rentokil Initial	Washroom services	£230.06
14.09.20	Commercial Services	Electricity supply	£3673.10
14.09.20	FDMS	Card charges	£27.94
15.09.20	Bankline	Monthly charges	£44.43
15.09.20	The Safety Effect	Health and Safety	£114.00
15.09.20	DHFE	Refund on till hire	-£117.60
15.09.20	Paytek	Card machine hire	£54.00
16.09.20	Sage	Monthly subscription	£153.00
16.09.20	Commercial Services	Electricity supply	£170.55
21.09.20	Rentokil Initial	Washroom services	£29.32

21.09.20	BT	Phone services	£105.12
21.09.20	Heineken	Bar stock	£372.02
23.09.20	Siemens	Telephone rental	£188.46
25.09.20	Host My Office	IT Support	£350.40
25.09.20	BOC	Bar Gas	£58.68
28.09.20	WEX	Fuelcard	£84.48
28.09.20	BT	BT Sport	£379.16
28.09.20	NEST	Pension contributions – August	£448.38
29.09.20	Veolia	Waste services – September	£522.40
30.09.20	O2	Mobile phone	£25.73
30.09.20	NCS	Telephone lease	£24.16
30.09.20	NCS	Telephone calls	£41.78
30.09.20	NCS	Photocopy charges	£157.20

(c) BACs Payments made During September 2020**September BACS Payments (not previously listed)****RESOLVED** the following BACs be **ACCEPTED** and **APPROVED**:-

16.09.20	The Community Heartbeat	Defibrillator Annual support	£162.00
24.09.20	HMRC	PAYE & NI - August	£3351.50
24.09.20	KCC Pension	Pension contributions – August	£2777.69

(d) Debit Card Payments – September 2020**RESOLVED** the following debit card payments be **ACCEPTED** and **APPROVED**:-**September Debit Card**

02.09.20	Amazon	Bar supplies	£35.05
02.09.20	Leisure Controls	Multisports token box	£34.80
08.09.20	Landmark Trading	Tree Tags	£39.42
25.09.20	Nisbets	Serving trays – Bar	£31.39

(e) Business Update – Community Centre and Kilnbarrow Bar

Cllr Mrs Dearden **REPORTED** that the Community Centre had picked up a few new hirers but unfortunately many of the existing block hirers had not yet returned. She also **REPORTED** that the Kilnbarrow Bar was open and doing reasonably well under the circumstances and operating within the current Covid restrictions.

(i) Hirer request re full day/full centre rate

It was **REPORTED** that a new hirer that was using the whole centre all day on Saturdays for children's dance classes, had asked if a special "day rate" could be considered. It was **NOTED** that there were no other hirers wanting to use the centre on a Saturday currently.

RESOLVED to offer a "day rate" of £270.00 [a reduction of £50.00] for a period of six months and to then review.

(f) CCLA Property Fund Update

It was **NOTED** the property fund was picking up slowly.

(g) Internal Audit Visit 1 2020/21

It was **NOTED** that the Internal Auditor had visited the previous week to carry out Visit 1 of 2020/21 but the report was not yet available but she had not **REPORTED** any issues of concern.

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

As both Borough Councillors were attending a meeting at TMBC, a written report from them was **CIRCULATED** and the following matters **NOTED**:

- Both Borough Councillors had carried out a productive litter pick at Woodlands Parade on Saturday 19th September as part of Keep Britain Tidy's "Great British September Clean". This replaced the Spring Clean event that had been postponed in March due to the Coronavirus lockdown. They hope to undertake a further event next Spring and maybe look to attract more helpers next time round.
- Although TMBC Committee and Board meetings continue to be held online Parish Councillors and local Ditton residents can watch them live or on catch-up on the TMBC Meetings channel on You Tube.
- The impact of Covid-19 will be felt for some time and as a member of TMBC's Economic Regeneration Board we have been focusing on assisting local economic recovery including the need to help local businesses get back on their feet and providing opportunities for local residents. TMBC have produced an economic recovery strategy document and are currently carrying out a consultation exercise with the deadline for comments at 5pm on 8th October 2020. Please go to www.tmbc.gov.uk/economicrecoverystrategy if you wish to read the draft document and comment on the strategy.
- Another initiative worth mentioning is the Local Centres and Parades Scheme where grants up to £3500 per shop unit are available. It should be noted this grant can not only towards improving the external appearance of the shop unit but also includes both internal and external energy efficiency measures. As of September no applications had been received from businesses in Ditton and it should be noted this scheme will end on 31 March 2021. This month TMBC and I will be promoting this to relevant commercial properties locally in view of the approaching deadline.
- Cllr Cannon is also a member of the Finance Innovation and Property Board and at our last meeting in September the effect of Covid-19 on TMBC's finances was laid bare. Eventual financial recovery may involve reshaping some services to reflect our lower net budget and might include for example some adaptation in the way we work such as reducing office space. This will mean some difficult and challenging decisions lie ahead in the medium term.
- As regards planning as you will be aware the Members Site Inspection for Ditton Edge is scheduled for Tuesday 27th October at 9.30am and both Cllrs Cannon and Cooper and other Area 3 members will be attending. It is also proposed that there will be a Microsoft Teams Question and Answer session at 2.30pm that afternoon. The full application is still expected to be considered at the Area 3 meeting on Thursday 19th November.
- Further to Cllr Cooper's comments on the Government White Paper at the last Parish Council meeting TMBC have written to Robert Jenrick, Secretary of State for Housing, Communities and Local Government, criticising the government's "eye-watering housing numbers". A copy of this letter will be sent to Ditton Parish Council

but in essence it sets out why the scale of increase in housing numbers planned for Tonbridge and Malling is totally unsustainable. Ditton and Area 3 generally have been worse affected than other parts in the Borough partly because we lie just outside the Green Belt.

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

A written report from KCC Warden Sue Absolon was **CIRCULATED** and **NOTED**:

- **Welfare**

I continue to help support our residents with home visits, garden visits and doorstep visits.. This means that I am able to see residents face to face. I am also continuing phone support where needed.

Supporting those who are vulnerable in our community by liaising with relevant agencies.

Although the need is not as intense as when it was lockdown I continue to deliver food parcels and prescriptions for those that need them.

I am really pleased that further funding has been allocated for this area to help our residents with emergency assistance as this means we are able to help our residents from our own parish. This is a very valuable resource. Thank you to Nicola for putting in the application.

In light of the new covid scams I have been discussing these with residents to help keep them safe. .

- **Environment**

Reported flytipping in walkway between Bell Lane and Orchard Grove and also by underpass in Bell Lane to TMBC

Working together with PCSO Amy Sears to do a patrol of the quarry.

In communication with PCSO regarding any local issues I think they should be aware of.

Encouraging residents to report anti social behaviour on 101.

Visible presence in the community.

- **Book Exchange**

Sadly the book exchange remains closed because of COVID restrictions.

- **Thank you**

I am once again, as always, very grateful to the parish council for finding me accommodation each day and allowing me to use their facilities. Thank you.

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

(a) **Plans for Comment**

TM/20/01917/RD

Details of condition 24 (archaeological investigation)
Submitted pursuant to planning permission

675 London Rd

TM/19/02841/FL (Demolition of existing buildings and erection of Class A1 food store with associated parking, landscaping and access works and installation of pedestrian crossing on London Road.)

RESOLVED NO OBJECTION

TM/20/01937/RD Details of conditions 14 (safety audit) and 15 (parking Restrictions) submitted pursuant to planning permission 675 London Rd
TM/19/02841/FL (Demolition of existing buildings and erection of Class A1 food store with associated parking, landscaping and access works and installation of pedestrian crossing on London Road.)

Cllr Mulcuck explained some of the issues contained in the documents accompanying this application including details about the proposed pedestrian crossings in Bradbourne Lane and on the A20. It was **NOTED** that there was concern about the A20 crossing as the width did not meet the criteria of 4m either side. Members were confused as to how this could be the case when there were other crossings further along that did meet this criteria. Concern about the safety and the need for this crossing was also expressed. Members were also concerned about pedestrian safety in Bradbourne Lane as it was close to the brow of the hill. It was also **NOTED** that the retention of speed bump near to the restaurant in Bradbourne Lane was recommended.

RESOLVED TO RESPOND TO TMBC EXPRESSING THIS COUNCILS CONCERNS ABOUT THE SAFETY ISSUES FOR BOTH PROPOSED CROSSINGS AND TO ASK THAT APPROPRIATE SIGNAGE IS PUT UP IN BRADBOURNE LANE TO WARN MOTORISTS ABOUT THE CROSSING.

TM/20/01970/RD Details of condition 3 (external materials) and 11 675 London Rd
(demolition and construction) submitted pursuant to planning permission TM/19/02841/FL (Demolition of existing buildings and erection of Class A1 food store with associated parking, landscaping and access works and installation of pedestrian crossing on London Road.)

RESOLVED NO OBJECTION

TM/20/01929/TPOC T1 and T2 Lawson Cyprus Trees – felling of both trees 663 London Rd
RESOLVED NO OBJECTION SUBJECT TO THE TMBC TREE OFFICER'S APPROVAL

TM/20/02015/TPOC Ash T1 to cut back approx. 2m from 3 east facing 5 Ditton Ct Cl
branches

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

(b) Plans dealt with by Area 3 Committee

The following plans, dealt with by Area 3 were **READ** and **NOTED**:-

TM/20/01424/FL Demolition of existing outbuildings and erection of one chalet bungalow (disabled accessible), 427 London Rd
being a revised scheme to that approved under ref. TM/19/00482/FL
APPROVED ON 15.09.2020

TM/20/01825/DEN	Prior demolition notification: Proposed demolition Of redundant sprinkler tank and plant room PRIOR APPROVAL NOT REQUIRED	Unit 3 Larkfield Mill
TM/20/01575/FL	Single storey front/double storey side/part double REFUSED ON 11.09.2020	4 Fernleigh Rs

(c) 'B' Lists

The following B Lists were **READ** and **NOTED**:-

14.09.2020 / 21.09.2020 / 28.09.2020

(d) Ditton Edge

(i) Update

It was **NOTED** that the site meeting for the TMBC Area 3 Members had been arranged for 27th October at 9.30am. The Clerk advised that only one Parish Council member could attend. Cllr Mulcuck said it was disappointing that only one could attend but Cllr Rook would attend on behalf of the Parish Council.

(ii) Further Communication re S.106 payments

It was **NOTED** a further communication asking for suggestions for projects that could be funded by S.106 payments had been received.

It was agreed previous suggestions of a public footway from the development down to Ragstone Court including street-lighting, traffic calming should be put forward. Further suggestions of funding towards increased capacity for local doctors, dentists and schools was suggested. Also provision of allotments and possibly funding of the MUGA resurfacing was also suggested. The clerk will put these suggestions forward.

(e) TMBC Local Plan Examination Dates

It was **NOTED** that this was to take place this week [virtually]. The Clerk advised she could not find any items relevant to Ditton Edge from the paperwork she had been sent.

(f) Aylesford Newsprint [info from Cllr Rook and D Thornewell/EM&L PC]

The comments from Cllr Rook and David Thornewell regarding the application from Panattoni were **READ**. Members agreed that a joint approach was a good way of responding to this application. Cllr Mulcuck advised of the main points including traffic exiting the site onto Station Road but with restrictions to not allow HGV's and s.106 requests including the provision of a pedestrian footpath in Station Road. The Clerk advised this application is likely to be heard at the Area 3 meeting in January.

(g) Adoption of Kent Mineral Sites Plan

READ and **NOTED**.

The Chairman requested that two additional matters be considered.

RESOLVED to accede to this request.

(h) Financial Support for Forty Acre Legal Challenge

An email from Cllr Rook was **CIRCULATED**. Cllr Mulcuck explained that other parishes had contributed to the fund for legal assistance to fight an appeal against the Forty Acre Application but there was a shortfall. The email was a suggestion that Ditton Parish Council make a financial contribution to this fund. Discussion took place and members were mindful that during this difficult time the parish council's funds should be concentrated on issues that affect its residents and tax payers. It was agreed that although the Council supported the other parishes on this issue, no financial contribution should be made.

(i) Chair of Planning Committee

Cllr Mulcuck said that he had considered resigning from this role due to recent events and that Cllr Rook would be happy to take this role on. Members felt that if this was the case a proper vote should take place on the election of a new Chair for the Committee. It was also agreed that the Vice-Chair need not stand down unless she wished to do so.

RESOLVED to defer this matter to the next meeting.

50. REMEMBRANCE DAY

The Clerk **REPORTED** that she had had a brief discussion with Rev Terranova about the proposed greatly reduced service on Remembrance Sunday. She advised she would be meeting with him shortly to go through the plans further but they had agreed to invite Mrs Fisher to play the last post. It was **NOTED** someone would need to read the Kohima. It was also agreed to ask Mr Bates from the RAFA to assist with the service on Wednesday 11th November.

51. MEETINGS - BUDGET SETTING

The Clerk suggested that the Committee Chairs, could meet with their appropriate Committee Administrator to draft the budgets, in consultation with the Clerk. They could then be presented collectively for approval to either the F&A or Full Council for approval. This would avoid the need for additional committee meetings. Members agreed this would be the sensible option this year.

52. ANNUAL PHOTO

RESOLVED to defer having a photo at the current time.

53. MATTERS ARISING FROM "CORRESPONDENCE FOR NOTING"

Cllr Mulcuck said he felt the proposed changes to the Electoral Boundary should be closely monitored.

Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and Standing Orders 27 & 50 the Chairman move that due to the confidential nature of the next item the Press and Public be excluded from the meeting.

54. **DITTON COURT QUARRY**

The Clerk **REPORTED** that she had collated the responses to the queries raised by the Solicitor and relayed them. The Solicitor would be compiling a response to Tarmac.

55. **STAFF MATTERS**

Cllr Mrs Dearden advised that because of the impact the current Covid restrictions had had on the Community Centre bookings and the bar opening hours it was necessary to review hours etc for some staff. Therefore she would like to call a Personnel Meeting for the following Monday at 7pm. Members agreed this would be appropriate. The Clerk advised that she would advise of the venue nearer the time depending on how many committee members could attend.

56. **CLOSURE**

The meeting closed at 8.13pm.

Chairman
2nd Novemer 2020