

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 4TH NOVEMBER 2019

PRESENT: CLLRS J LOVER (CHAIRMAN), N NEWMAN (VICE-CHAIRMAN), MRS J DEARDEN, MRS K DENNISON, MRS G GODDEN, A MULCUCK, M PORTER & MRS A THROSSELL
MRS N GREENAWAY [Clerk of the Council], KCC WARDEN S ABSOLON

298. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm

299. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllr Mrs Thwaites. The previously notified reason for absence was **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.447. Apologies were also received from Borough Councillors Cooper and Cannon and KCC Cllr Homewood.

300. **DECLARATION OF INTERESTS**

Cllr Mrs Godden declared a personal interest in item 304(iv), Minute no. 287 as she has asked permission to operate the new dog training sessions.

301. **CASUAL VACANCIES**

The Clerk advised that no applications had been received but she had re-advertised the vacancies in the KM and on the website.

302. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7th OCTOBER 2019**

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

303. **MATTERS ARISING**

There were no matters arising.

304. **MINUTES OF MEETINGS HELD DURING OCTOBER 2019**

(a) For Confirmation & Signing

(i) Community Centre Committee, 14th October 2019

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

(ii) Planning, Highways and Transportation Committee, 21st October 2019

The above minutes were presented by Cllr Mulcuck and signed as a true record.

(iii) Open Spaces and Amenities Committee, 21st October 2019

The above minutes were presented by Cllr Mulcuck and signed as a true record. Cllr Mrs Godden asked if a date for the quarry meeting had been arranged – the Clerk advised that a mutually convenient date had not been found yet.

(iv) Finance and Administration Committee, 28th October 2019

The above minutes were presented by Cllr Lover and signed as a true record. Cllr Mrs Godden asked if the admin fees for outdoor activities were per session. The Clerk advised they would be quarterly. It was **NOTED** this item will be discussed further at the next Open Spaces and Amenities Committee Meeting.

(v) Personnel Committee, 16th October 2019

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

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

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

Ditton Twinning Association:	<u>Minutes of Meeting held on 15th October 2019</u>
Local Councils:	<u>Update – November 2019</u>
KALC:	<u>Proposed new post and AGM 30/11/19</u> <u>Enhancing range of services</u> <u>CEO Buletting</u> <u>Public Health Media Release</u> <u>Training Events</u> <u>NALC Chiefe Exec Bulletins</u>
JPCTCG:	<u>Minutes of meeting of 23.09.2019</u>
TMBC:	<u>Severe Weather Rough Sleeper Protocol</u>
LDF Maidstone:	<u>Affordable Housing Needs Supplementary Planning Doc</u>
Gatwick Airport:	<u>Invitation to Noise Management Board Meeting 03/12/19</u>

(b) For Decision

KALC:	<u>Annual General Meeting – 30 .11.18</u> RESOLVED Cllrs Dennison and Mulcuck will attend.
FCC Environment:	<u>Consultation re proposal to extend Allington Waste Management Facility</u> RESOLVED to include this item on the next planning agenda to allow

members more time to look at the consultation and agree a response at the meeting. Also that the Clerk will ask if a visit to the site would be possible for members next Spring.

Borough Cllr Cooper:

Nomination for Good Citizen Award

It was **NOTED** that along with Borough Cllr Cooper, several residents had contacted the Clerk about recognition for the young lad that was regularly picking up litter around the village.

RESOLVED Cllr Mrs Dearden will speak to the parents and ask what they feel would be the most suitable way of thanking the young person for his efforts.

The Chairman moved that an additional request from the Twinning Association be considered:

Ditton Twinning Association:

Request to place brass plaque to commemorate 25th Anniversary of Twinning in the Community Centre Foyer and request for an A3 information board also in the foyer

RESOLVED to agree to the plaque but request more information about the information board and if it would be a permanent fixture.

306. **FINANCE**

(a) Accounts for Payment

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

October Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£23,377.42</i>
	<i>Net</i>	<i>£16,806.34</i>

Accounts for Payment

Pace Fuelcare	Machinery Diesel		810.39	
		VAT	40.52	£850.91
Atlas	Alarm Activation		37.10	
		VAT	7.42	£44.52
P & L Services	Tractor Repair		451.35	£451.35
EDF	New Road Electricity		25.10	
		VAT	4.79	£25.10
Trident Trailers	Trailer Service		240.64	
		VAT	48.13	£288.77
Eden Park	Football Pitch Marker		101.45	
		VAT	20.29	£121.74
Commercial Services	Vehicle Lease		302.78	
		VAT	302.78	
			121.12	£726.68
Tonbridge & Malling B.C.	Uncontested Election Fee		967.98	
		VAT	193.60	£1,161.58
Chubb	Alarm Repairs		124.22	
			198.10	
		VAT	64.46	£386.78

October Imprest Account

21.10.19	Cash	Kilbarn Entertainment	£250.00
24.10.19	Costco	Annual Subscription	£26.40
		Amount to be reimbursed	276.40

(b) Direct Debits Paid During October 2019

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

01.10.19	O2	Mobile Phone	£25.26
01.10.19	TMBC	Business Rates	£1355.00
03.10.19	Natwest	Mentor Services	£324.22
07.10.19	WEX	Fuelcard	£20.40
07.10.19	Siemens	Photocopier Lease	£922.05
08.10.19	Kent Commercial Services	Gas Supply	£319.21
08.10.19	Rentokil	Washroom Services	£218.60
09.10.19	Sky	Sky Sports	£338.40
09.10.19	A Mecklenburgh	Bar Stock	£156.27
14.10.19	FDMS	Card Charges	£141.93
15.10.19	Bankline	Monthly Charge	£38.36
15.10.19	DHFE	Till Rental	£369.60
15.10.19	Paytek	Card Machine Charges	£54.00
16.10.19	Sage	Monthly Subscription	£142.20
21.10.19	BT	Telephone Charges	£93.52
21.10.19	Heineken	Bar Stock	£7,410.58
22.10.19	A Meclenburgh	Bar Stock	£234.89
25.10.19	Nest	Pension contributions	£337.92
25.10.19	BOC	Bar Gas	£150.00
28.10.19	WEX	Vehicle Fuel	£81.61
28.10.19	BT	BT Sports	£265.42
28.10.19	Host My Office	IT Support	£350.40
28.10.19	Veolia	Refuse Collection	£257.54
30.10.19	O2	Mobile Phone	£27.66

(c) BACS Paid During October 2019

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

15.10.19	KCC Pension	Pension Contributions	£2,495.43
15.10.19	HMRC	PAYE/NI Contributions	£4,519.12
15.10.19	Supreme Promotions	Conference Pens	£135.00
15.10.19	Safety Effect	Monthly H&S	£114.00
25.10.19	Castle Water	Water Charges	£12,662.88

(d) Debit Card Payments – October 2019

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

09.10.19	Box Kent	Allotment Skip	£240.00
10.10.19	Branded Pads	Conference Note Pads	£148.50
15.10.19	RBLI	Poppy Wreaths *	£128.00

16.10.19	Amazon	Memorial Plaque	£7.97
17.10.19	Post Office	2 nd Class Stamps	£64.98
18.10.19	Online Lighting	Carman Room Lights	£133.60
18.10.19	247 Blinds	Carman Room Blinds	£221.88
21.10.19	EE	Mobile Top Up	£5.00
21.10.19	Screwfix	Workwear	£104.97
21.10.19	Premier Farnell	Computer Cables	£10.46
22.10.19	Amazon	Laminating Pouches	£14.99
23.10.19	Lovely Flowers	Staff Get Well	£15.29
24.10.19	Amazon	Recycling Bins	£38.85

[* purchased on behalf of others - 3 x wreaths and 10 x event poppies reimbursed to value of £132.00]

(e) Audit

(i) Internal Audit 1st Visit 2019

The report for the 1st Internal Audit Visit for 2019/20 was **READ** and it was **NOTED** that there were no matters to be brought to the Councils attention and that issues raised with the Clerk about some procedures during the audit had been addressed.

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

As apologies had been received from the Borough Councillors a report that had been sent in was **CIRCULATED, READ** and **NOTED**:

PLANNING

The Ditton Edge development has still not been put on the agenda of the Area 3 Planning Committee. The next Area 3 meeting is on 21st November.

The owner of the Kathmandu Palace restaurant on Bradbourne Lane was spoken to regarding the vehicle compound there. He assured that the compound is used solely as a storage site for vehicles that a relative then sells from somewhere else. No business is carried on at the site. If this should change TMBC would expect a planning application to be made to reflect this change of use.

The application to build 6 houses on K Sports land on Station Road has been withdrawn.

The planning application for the demolition of the buildings on the old Maidstone Kia site has attracted a number of comments from residents. These are mainly objections, but there are also a few in favour. Cllr Cooper has written to the case officer giving his reservations on this site being another supermarket because there are already four or five within a mile of the site. He is also concerned that a supermarket would add to the traffic problems on the A20, and the difficulty of leaving the site to turn right towards Maidstone would be difficult and is likely to hold up traffic further and encourage drivers to join the A20 at Ditton corner via Bradbourne Lane, St Peter's Road and New Road. The planning officers will doubtless say that they can only make decisions based on the application submitted, which is for demolition. Cllr Cooper did point out that Lidl are unlikely to go to the expense of demolishing the buildings and making the site safe if they then did not intend to build a store there. Tracey Crouch is also opposed to the building of an additional supermarket and would wish to see the site used for housing.

WASTE SERVICES CONTRACT

We are now starting week 6 of the new contract which has not been an unalloyed success. The TMBC Street Scene and Environmental Services Advisory Board met last week and had a presentation by two senior managers of Urbaser, the waste contractor. At a lengthy meeting the Urbaser reps were told in no uncertain terms that the service in the first 5 weeks was unacceptable and they and TMBC will be agreeing an action plan whereby the council is kept updated about how the current problems are to be resolved. To be fair to Urbaser, not all of the problems can be laid at their door, but they need to show improvements quickly in areas such as vehicle reliability, IT glitches, route knowledge etc.

PARKING CHARGES

The Advisory Board also accepted the officers' recommendation that the charges outlined in the agenda for the meeting and this was passed for a Cabinet decision. One local item is that the TMBC carparks at Martin Square and Aylesford should be subject to pay and display as happens in West Malling High Street. The proposed charges for these carparks will be 20p for up to 30 minutes and then a sliding scale up to £5.30 for all day. There are also changes for residents parking permits which will penalise those households with more than 2 cars. Up to now there has been a flat rate for each car no matter how many permits were applied for.

MAIDSTONE INTEGRATED PACKAGE PUBLIC CONSULTATION

Because a General Election has been called the public consultation on the proposed Coldharbour roundabout that was to commence on 7th November has been postponed until after the election. This decision was taken by KCC under advisement that it should not go ahead as originally planned due to the rules imposed by Purdah.

THE LOCAL PLAN

TMBC has confirmed that arrangements have been put in place for the consultation on the Local Plan to begin at midday today. Letters and emails have been sent to those most likely to be interested, and this probably includes the Parish Council. Press releases and social media posts have been prepared. The TMBC website has been updated today publicising the consultation and giving information on how to respond.

308. **NEIGHBOURHOOD POLICE/KCC WARDEN REPORTS**

KCC Warden Sue Absolon **REPORTED** on the following matters:

Environment

St Peters Road – continued intel reports to police.

Parking at Junior school – problems raised with TMBC regarding people stopping on yellow lines opposite the school and parking down the stream and thereby blocking any potential emergency access. TMBC attended one afternoon. I believe they will be repainting the double yellow lines.

Litter – there is a boy named Jake who is litter picking in the afternoons, evenings after school. Therefore, I am currently looking into any awards that may be given.

Late visible presence. Following discussions with some residents as have been walking around I have now done some late evening work around Ditton.

Youths – I have spoken to youths about the importance of not littering and also regarding the dangers of drugs. Tonbridge youth outreach team are keen to re start the youth club and will be in touch with Parish council regarding this.

Areas of concern – There have been reports of prowlers in the early hours of the morning which have been reported by residents to the police and reassurance visits made by myself. Asbestos has been left by some garages, the owners have been located and TMBC waste are aware of this.

There were some reports of eggs being thrown at windows during Halloween.

Reports of fireworks being put into people's letterboxes. Police aware, and reassurance visits done.

Welfare – supporting residents living with dementia, home safety, vulnerable adults, loneliness and neighbour disputes.

Community engagement – Visit to Ditton Church preschool, Visual presence on Halloween, Helping at Junior school fireworks night, Introduction assembly at infants' school, Talking to residents at clubs. Continued visible presence.

Launch of book exchange saw 21 visitors to the exchange. Residents have very kindly donated many books and the exchange is well stocked. We have 5 volunteers who are working hard to make it successful.

National scam week – Reports of a lady claiming to be from gas/electric company knocking on doors. Resident has informed the police.

Cllr Mrs Dennison congratulated KCC Warden Absolon on the above achievements. The Chairman also thanked KCC Warden Absolon.

A police crime figures update for October was **CIRCULATED, READ** and **NOTED**.

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

(a) **Plans Received for Comment**

NOTED none received to date.

(b) **A20 New Hythe Lane and A20 proposed highway improvements**

The information which had previously been **CIRCULATED**, was discussed along with comments made by Cllr Mrs Godden. It was suggested that this item be referred to the next Planning Committee meeting to allow members more time to consider a suitable response as it was felt the proposals would not make any improvements. However, it was **NOTED** that the deadline for submission was the day of the meeting.

RESOLVED to send in any further comments to the Clerk for inclusion in this council's response to the consultation.

(c) **Local Plan Update**

NOTED no update had been received.

310. **DITTON REMEMBRANCE DAY SERVICES**

The Clerk confirmed that all arrangements were in hand for Sunday's service and also that the Air Cadets would be attending but not with their band. She also advised that the Service on Monday 11th November would be led by Mr Ted Bates of the RAFA.

311. **DITTON GAZETTE** - Christmas Edition

It as **NOTED** that copy was required by the end of November. It was suggested that the forthcoming Twinning 25th Anniversary should be included. The Clerk advised she would welcome any copy/submissions from members and Cllr Mrs Godden agreed to send some more photos of the quarry.

312. **PARISH COUNCIL DANCES**(a) Master of Ceremonies

The Cllr Mulcuck do the Christmas Dance and Cllr Porter will do New Year's Eve.

(b) Ticket Sales

NOTED ticket sales were going well, particularly for NYE. Members were reminded that all members are entitled to a complimentary ticket for themselves and their partners to the council dances.

313. **COUNCILLOR AND STAFF CHRISTMAS SOCIAL EVENING**

It was **NOTED** that there were two possible dates available, either Friday 6th December or Friday 13th December.

RESOLVED to hold the event on Friday 13th December and the Clerk will source a small "nibbles" buffet to take into account certain food allergies.

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

There were no matters arising.

In view of the confidential nature of the following business, In accordance with Standing Orders 27 & 50, the remainder of the meeting will exclude the press and public.

315. **CONFIDENTIAL MEMORANDUM**(a) CM410 Staff Salaries and CM411 Staff Matters

The above confidential memoranda were **READ, NOTED** and **CONFIRMED**.

316. **CLOSURE**

The meeting closed at 8.39pm.