

DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF DITTON PARISH COUNCIL TO BE HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 3RD FEBRUARY 2025 AT 7.30PM

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

N Greenaway

[Mrs] Nicola Greenaway
Clerk of the Council

30th January 2025

Tel: 01732 844749

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AGENDA

1. OPENING OF MEETING

2. APOLOGIES

3. DECLARATION OF INTERESTS

4. CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 6TH JANUARY 2025 [herewith]

5. MATTERS ARISING

Meeting Timetable for 2025/26 [Page 148, Item 343]

6. MINUTES OF COMMITTEE MEETINGS HELD DURING JANUARY 2025

(a) Community Centre Committee, 13th January 2025 [herewith]

(b) Planning, Highways and Transportation Committee, 20th January 2025 [herewith]

(c) Open Spaces and Amenities Committee, 20th January 2025 [herewith]

7. CORRESPONDENCE

(a) For Noting

Ditton Twinning Association: Minutes of Meeting 7th January 2025

KALC: Newsletter January 2025

KCC/Making Space for Nature: Kent & Medway Local Nature Recovery Strategy

VE Day 80: National Events

(b) For Decision (none received to date)

9. **FINANCE**

(a) Accounts For Payment

January Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£29,999.89</i>
	<i>Net</i>	<i>£22,485.82</i>

Accounts (approved and paid 07.01.25)

Community Centre				
PPL PRS	Music Licence		2,032.22	
		VAT	406.45	£2,438.67
Chubb	Fire Service Contract		736.09	
		VAT	147.22	£883.31
AAA Triple Events	Music Festival Staging		1241.62	
		VAT	248.33	£1,489.95
Bar				
Kent & Sussex	Bar Stock		360.74	
			491.34	
		VAT	170.40	£1,022.48
Lansdell	Bar Stock		146.09	
			435.72	
		VAT	105.97	£687.78
Chubb	Carman Room Alarm		185.34	
		VAT	37.07	£222.41
JPS	Oaken Hall Bar – Doors		2250.00	
		VAT	20,769.00	
			2371.00	
			5,078.00	£30,468.00
F&A				
Atlas	Key Holder		464.43	
		VAT	92.89	£557.32
OSA				
Aquaid	Water Coolers		41.96	
		VAT	8.39	£50.35

Accounts (paid 21.01.25)

Community Centre				
Envirocure	Legionella Testing		48.75	
		VAT	9.75	£58.50
1 st A Pest Control	Quarterly pest control visit		60.00	
		VAT	12.00	£72.00
F&A				
Forvis Mazars	External Audit		1680.00	
		VAT	336.00	£2,016.00
Bar				
BSS Stocktaking	Stocktake		150.00	£150.00
Kent & Sussex	Bar Stock		1152.64	
		VAT	230.53	£1,383.17

OSA				
Tree Monkeys	Tree work		2,960.00	
		VAT	592.00	£3,552.00

Accounts (approved and paid 30.01.25)

Community Centre				
Capital	Cleaning Supplies		64.65	
			18.68	
		VAT	16.67	£100.00
KCS	Cleaning Supplies		5.95	
			217.53	
			25.98	
		VAT	49.90	£299.36
Chubb	Fire Alarm Service		213.07	
		VAT	42.61	£255.68
TH Electrical Services	Repairs/Replacements		751.00	£751.00
F&A				
KCC	Internal Audit		579.00	
		VAT	115.80	£694.80
Matt Stephens	Christmas Lights		144.00	£144.00
Bar				
All Chilled	Glasswasher Repairs		98.00	
			98.00	
		VAT	39.20	£235.20
KBC	Replacement Thermostat Valves		422.48	
		VAT	84.50	£506.98
Kent & Sussex	Bar Stock		769.67	
		VAT	705.65	
			169.20	
			328.92	£1,973.44
Lansdell	Bar Stock		136.87	
			109.17	
			173.63	
			71.59	£491.26
OSA				
Atlas	Keyholder service		524.49	
		VAT	104.90	£629.39

January Deposit Refunds

17.01.25	Oaken Hall - 12.01.25	£105.00
23.01.25	Oaken Hall – 30.11.24	£50.00

(b) Direct Debits - Paid During January 2025

January Direct Debits

02.01.25	O2	Mobile phone	£13.20
02.01.25	TMBC	Business Rates	£349.00
03.01.25	Carlsberg	Equipment Rental	£187.20
08.01.25	SKY	Sky Sports	£433.86
09.01.25	Rentokil Initial	Washroom services	£182.77
10.01.25	Commercial Services	Gas Supply	£1,168.46
10.01.25	Carlsberg	Bar Stock	£1,421.50

14.01.25	Siemens	Equipment Rental	£972.13
15.01.25	Bankline	Monthly Charges	£100.35
15.01.25	Safety Effect	H&S	£114.00
15.01.25	DHFE	Till Rental	£369.60
15.01.25	FDMS	Card Charges	£509.13
16.01.25	Sage	Monthly subscription	£255.60
17.01.25	Carlsberg	Bar Stock	£1,136.41
20.01.25	Powys CC	DBS Check	£36.50
21.01.25	Hugo Fox	Website	£23.99
23.01.25	Host My Office	IT Support	£754.44
24.01.25	BOC	Bar Gas	£313.48
24.01.25	TNT	TNT Sports	£487.31
24.01.25	Carlsberg	Bar Stock	£1,160.33
27.01.25	Everflow	Water	£514.49
27.01.25	WEX	Fuelcard	£3.60
27.01.25	NEST	Pension contributions	£857.30
28.01.25	Veolia	Refuse collection	£591.07
29.01.25	Focus	Telephone	£96.68
29.01.25	Focus	Telephone Lease	£165.00
29.01.25	O2	Mobile Phone	£13.20

(c) BACS - Paid During January 2025

January BACS Payments (not previously listed)

06.01.25	Mallion	Allotment Key Deposit	£50.00
10.01.25	NCS	Photocopy charges	£40.04
15.01.25	Sutton	Payroll	£100.00
24.01.25	Four Jays	Toilet Trailer Deposit	£197.00
24.01.25	Beautridge	Bar Services	£179.10
28.01.25	National Windscreens	Replacement windscreen	£110.19
30.01.25	A Waters	Travel Expenses	£19.60

(d) Debit Card Payments - Paid During January 2025

January Debit Card

03.01.25	Amazon	Replacement Urn Tap	£74.00
07.01.25	SLCC	Annual subscription	£300.00
08.01.25	Tesco	Refreshments	£53.83
09.01.25	Amazon	Prime membership	£8.99
09.01.25	Toolstation	Workwear/Pipe Insulation	£50.88
10.01.25	Amazon	Chipper Blade	£69.98
15.01.25	ATS	Truck Battery	£239.99
16.01.25	Amazon	Paper Shredder	£46.99
17.01.25	Amazon	Telescopic Lopers	£34.99
20.01.25	Tesco	Refreshments	£57.24
21.01.25	Feepayonline	Postage	£1.50
23.01.25	Amazon	Chainsaw Parts	£73.48
23.01.25	Chelford Farm Supplies	Chainsaw Chain	£29.38
24.01.25	Nisbets	Crockery	£191.90
24.01.25	Timpsons	Key Cutting	£58.00
24.01.25	Amazon	Stationary	£13.47
27.01.25	Tesco	Refreshments	£62.20

- (e) S.137 [Local Government Act 1972] Expenditure Limit for 2025/26
- (f) Annual Charitable Donations
- (g) Internal Audit Report
- (h) CCLA Property Fund Dividend
- (i) Waste Collection Contract

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

11. **COMMUNITY POLICE/WARDEN REPORT**

12. **DATE SENSITIVE PLANNING MATTERS**

- (a) Plans Received for Comment

25/00064/PA - Kiln Barn Farm, Kiln Barn Road, Ditton, Aylesford
Erection of a stable block, isolation stable block and horse walker

25/00081/PA - COBDOWN SPORTS GROUND, STATION ROAD, DITTON

Proposed re-laying of 1 no. grass pitch into a new hybrid football pitch with associated infrastructure, installation of internal and external boundary treatment, demolition of existing outbuildings, associated hard and soft landscaping, to enable improvements to the internal access road and car park and creation of a new footpath and retrospective installation of external signage

- (b) Plans dealt with by Area 3 Committee

24/01467/PA – 425, Silver Birches, London Road, Ditton, Aylesford, ME20 6DB

1 x Group of Leylandii (marked G1 on applicant's sketch) - Cut back all over hanging branches encroaching into garden of 57 Primrose Drive (applicant's property) back to boundary.

6 Weeks Expired

- (c) Orchard Mill [Ditton Edge] Development
- (d) Bradbourne - EMT Proposal
- (e) Local Plan Engagement and Consultation Strategy

13. **KALC CHAIR'S NETWORKING FORUM / DEVOLUTION**

14. **VE DAY 80TH ANNIVERSARY**

15. **REMEMBRANCE SERVICE 2025**

16. **ANNUAL PARISH MEETING, MONDAY 29TH APRIL 2025**

17. **DITTON GAZETTE – SPRING / SUMMER**

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

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.

19. **PERSONNEL MATTER**

20. **CLOSURE**

N.B. All Meetings of the Council are open to the public and include an adjournment of 17 minutes 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.