

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 11^H AUGUST 2025** AT 7.30PM

Ditton Parish Council
Ditton Community Centre
Ditton
AYLESFORD
Kent ME20 6AH

N Greenaway

(Mrs) Nicola Greenaway
Clerk of the Council

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7th August 2025

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF INTERESTS**
4. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 7TH JULY 2025**
5. **MATTERS ARISING**
6. **MINUTES OF MEETINGS HELD DURING JULY 2025**

For Confirmation and Signing

- (a) Finance & Administration Committee, 7th July 2025 – herewith

RECOMMENDATION:

REVIEW OF COMMITTEE TERMS OF REFERENCE [Page 51, Item 125]

THE AMENDMENTS TO THE COMMITTEE TERMS OF REFERENCE BE APPROVED
AND THE NEW VERSION ADOPTED.

- (b) Planning, Highways & Transportation Committee, 21st July 2025 – herewith

- (c) Open Spaces & Amenities Committee, 21st July 2025 – herewith

Emergency Tree Works at Quarry LNR entrance

- (d) Community Centre Committee, 28th July 2025 – herewith

7. **CORRESPONDENCE**

(a) For Noting

Ditton Twinning Assoc: Minutes of Meeting, 31st July 2025

KALC: Newsletter August 2025

SLCC The Clerk: Magazine July 2025

Clerks & Councils Direct: Magazine July 2025

(b) For Decision *[none received to date]*

8. **FINANCE**

(a) Accounts For Payment

July Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£31,988.38</i>
	<i>Net</i>	<i>£22,987.38</i>

July BACS Payments (not previously listed)

11.07.25	Gallagher	Insurance	£402.08
11.07.25	N Newman	Reimbursement – Le Shuttle	£200.00
11.07.25	Kent & Sussex	Bar Stock	£2,462.58
11.07.25	Meresborough Nursery	Hanging Baskets	£201.60
11.07.25	Kent & Sussex Events	Outside Bar	£550.00
11.07.25	Pulse First Aid	First Aid Training	£540.00
11.07.25	DCK Accounting	Year End Accounts	£811.80
11.07.25	M Lancely	Kilnbarn Entertainment	£230.00
21.07.25	S French	Allotment Key Deposit	£31.00
25.07.25	M Beautridge	Bar Services	£127.10
25.07.25	J Cowin	Caretaking Services	£195.36
25.07.25	Aquaid	Water Coolers	£380.92
25.07.25	Envirocure	Legionella Testing	£26.60
25.07.25	Dispense Solutions	Kilnbarn Air Conditioning	£3,528.60
31.07.25	HMRC	PAYE/NI	£6,310.50
31.07.25	KCC Pension	Pension Contributions	£1,596.55

July Deposit Refunds

02.07.25	Carman Room - 28.06.25	£50.00
04.07.25	Carman Room – 24.08.25	£50.00
08.07.25	Oaken Hall – 21.06.25	£75.00
11.07.25	Carman Room – 05.07.25	£50.00
24.07.25	Carman Room – 10.07.25	£50.00
24.07.25	Carman Room - 19.07.25	£100.00

(b) Direct Debits - Paid During July 2025

July Direct Debits

01.07.25	O2	Mobile Phone	£14.18
01.07.25	TMBC	Business Rates	£838.00
02.07.25	Carlsberg	Cellar Services	£187.20
04.07.25	Carlsberg	Bar Stock	£1,661.15
08.07.25	Rentokil Initial	Washroom Services	£182.77
09.07.25	SKY	Sky Sports	£477.24
11.07.25	Carlsberg	Bar Stock	£2,063.66
14.07.25	Siemens	Photocopy Lease	£972.13
14.07.25	FDMS	Card Charges	£561.52
15.07.25	Bankline	Bank Charges	£101.83
15.07.25	Safety Effect	H&S	£114.00
15.07.25	DHFE	Till Rental	£369.60
16.07.25	SAGE	Software subscription	£264.00
18.07.25	Carlsberg	Bar Stock	£2,244.62
21.07.25	Hugo Fox	Website	£23.99
24.07.25	Host My Office	Computer Support	£754.44
24.07.25	TNT Sports	Sports subscription	£487.31
25.07.25	Everflow	Water Supply	£2,320.69
25.07.25	BOC	Bar Gas	£309.42
25.07.25	Carlsberg	Bar Stock	£1,400.18
28.07.25	WEX	Fuelcard	£100.60
28.07.25	NEST	Pension Contributions	£1,093.95
28.07.25	Veolia	Refuse Collections	£392.40
31.07.25	Natwest	Bank Charges	£220.94

(c) BACs Payments - Paid During July 2025

Accounts (approved and paid 25.07.25)

Community Centre				
Capital	Cleaning & Consumables	VAT	165.04 33.01	£198.05
KCS	Cleaning/Stationary	VAT	100.82 11.99 22.56	£135.37
KBC	Boiler Service/Gas Safety	VAT	608.00 121.60	£729.60
Envirocure	Legionella Monitoring	VAT	48.75 48.75 19.50 (70.90)	£26.60
S&J Cleaning	Cleaning & Consumables Machine Repairs	VAT	92.10 94.93 37.41	£224.44
MPR	Fire Alarm Monitoring New Fire Alarm – materials	VAT	380.00 4100.00 992.00	£5,952.00
Bar				
All Chilled	Air Conditioning – final payment	VAT	2940.50 588.10	£3,528.60

Kent & Sussex	Bar Stock		911.70 1118.51 406.05	£2,436.26
		VAT		
Lansdell	Bar Stock		224.94 228.19 297.68 275.17 (6.99) 208.21 223.27	£1,450.47
		VAT		
F&A				
Aquaid	Water Coolers		317.43 63.49	£380.92
		VAT		
W J Sunstone	CCTV Maintenance		1614.54 322.91	£1,937.45
		VAT		
OSA				
Chubb	Intruder Alarm Maintenance		329.32 65.86	£395.18
		VAT		
CW Milner	Playground Repairs		2360.00 472.00	£2,832.00
		VAT		
Lister & Wilder	Kubota Repairs		409.83 44.01 83.31	£537.15
		VAT		

(d) Debit Card Payments – July 2025

July Debit Card

01.07.25	Ernest Doe		£39.00
09.07.25	Tesco	Refreshment/Consumables	£69.83
10.07.25	RBLI	VJ Day Signs	£53.89
11.07.25	Screwfix	Safety Boots	£39.99
15.07.25	Safety Signs	Height Barrier Sign	£61.00
17.07.25	Screwfix	Mortar Resin	£45.98
22.07.25	Amazon		£13.99
23.07.25	Amazon		£11.99
24.07.25	Tesco	Refreshment	£54.49
28.07.25	First Aid 4 Less	Bleed Kit	£78.42
28.07.25	Amazon		£13.99
29.07.25	Tree Marker	Tree Numbers	£144.00
29.07.25	Focus	Telephone Charges	£91.12
29.07.25	Focus	Telephone Rental	£165.00
30.07.25	O2	Mobile Phone	£14.18

(e) CCLA

- (i) Dividend at 30/06/2025
- (ii) Acquisition by Jupiter Investment Management Group Ltd

(f) OSA New Equipment Request

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

10. **REPORT FROM NEIGHBOURHOOD POLICING TEAM**

11. **DATE SENSITIVE PLANNING & HIGHWAYS MATTERS**

(a) Plans Received for Comment

25/01181/PA - COBDOWN SPORTS GROUND, STATION ROAD, Ditton, Aylesford

Details of condition 7 (Phase 1 Drainage Verification Report), submitted pursuant to planning permission TM/25/00081/PA (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 TMBC Area 3 Committee

25/01071/PA - DEVELOPMENT SITE SOUTH OF BRAMPTON FIELD BETWEEN BRADBOURNE LANE AND, Kiln Barn Road, Ditton, Aylesford

Part details of condition 22 (verification report plots 188 and 189), submitted pursuant to planning permission TM/23/00807/PA (Removal of condition 26 (highways improvements) pursuant to planning permission TM/18/02966/OA (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)

APPROVED - 23/07/2025

25/00484/PA - COBDOWN SPORTS GROUND, STATION ROAD, Ditton, Aylesford

Details of condition 07 (archaeological field evaluation works) and 08 (watching brief) submitted pursuant to planning permission TM/24/01220/PA (Installation of 2no. raised kiosks (one wet kiosk and one dry kiosk) at the proposed Borehole 10 site, enclosed within perimeter palisade fencing, 1.8m high and accessed via a 6m wide gate. 5m wide permeable stone access road from the compound to the highway and a 1.2m high galvanised steel gate on entrance to field)

APPROVED - 24/07/2025

25/00997/PA - COBDOWN HOUSE, 548, LONDON ROAD, DITTON

Section 73 application to Vary Condition 2 (plans list) of planning permission TM/24/01784/PA (Refurbishment and extension of existing commercial office space and car park) to allow an update to approved drawings to accommodate some minor material amendments.

APPROVED - 28/07/2025

25/00899/PA – LAND AT COBDOWN, Station Road, Ditton, Aylesford

Details of condition 10 (Biodiversity Gain Plan), submitted pursuant to planning permission TM/24/01127/PA (Installation of a new 'electrical hub' building and 1 no. new kiosk within Area C: Borehole 7 of South East Water's Butler Water Treatment Works)

APPROVED - 29/07/2025

25/01113/PA - COBDOWN SPORTS GROUND, STATION ROAD, Ditton, Aylesford

Non-Material Amendment to planning permission TM/23/01920/FL: Amend the approved plans list to allow for the reduction in the overall length of the fence, increase height from 1.8m to 2.4m and additional planting of a hedge screen.

APPROVED - 30/07/2025

25/00935/PA - TYDEMAN COTTAGE, Kiln Barn Road, Ditton, Aylesford, ME20 6AP

Remove chimney stack from front elevation and internal alterations, removing stack and fireplaces from bathroom and lounge, alterations to front porch

APPROVED - 30/07/2025

- (c) Orchard Mill [Ditton Edge] [update if available]
- (d) Bradbourne Development [update if available]
- (e) Delegation of Planning Comments during August Recess
- (f) KCC PROW Consultation – Proposed Diversion of MR492
- (g) KCC Highways – Highway Information Pack 2025/26
- (h) East Peckham Parish Council – Letter to TMBC re limit of speakers at Area Planning Committees

12. **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.

13. **LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2025/26**

14. **CLOSURE**

N.B: All Meetings of the Council are open to the public and include an adjournment of 15 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.