

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN **THE COUNCIL CHAMBER**
AT DITTON COMMUNITY CENTRE ON **MONDAY 2ND SEPTEMBER 2024**

PRESENT: CLLRS. N NEWMAN [CHAIRMAN], A R MULCUCK, MRS J DEARDEN, A WATERS,
 MRS A THROSSELL, J COX, MRS L COX, MRS M NEWMAN, MRS K NASH
 & A LAIDOUCCI
 MRS N GREENAWAY [CLERK OF THE COUNCIL]

155. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

156. **APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Porter and Adlington. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref. 552. Apologies were also received from KCC Cllr Kennedy and Borough Cllrs Cannon and Williams.

157. **DECLARATION OF INTERESTS**

There were no declarations of interest.

158. **VACANCY**

It was **NOTED** that a former member was now disqualified from being a member of the Council following 6 months non attendance at meetings. TMBC have been informed and the vacancy advertised.

159. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 5th AUGUST 2024**

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

160. **MATTERS ARISING**

Security of Recreation Grounds [Page 65, Item 150] / Defibrillators in the Village

It was **NOTED** that an amended quotation had been received :

To supply and erect four standard metal fixed bollards, concreted into the ground and one dropable bollard with security keys, concreted into the ground at a cost of £1,815.00 excluding vat and also to supply and erect two standard metal fixed bollards, concreted into the ground each side of barrier [at side of community centre] at £650.00 excluding vat . Members agreed that as these areas had been identified as vulnerable to unwanted vehicle access these measures should be undertaken.

RESOLVED to accept the quotations as detailed from J Dowles to carry out the work as soon as possible.

The Clerk advised that following a recent incident on the recreation ground the access to defibrillators had been queried. The Clerk advised she had spoken to the Chairman of Ditton Minors about access and maintenance of the defibrillators that they had installed at various locations in the village. It was agreed that the Council's staff would perform the regular checks on the defibrillators and that when any maintenance or replacements were required the costs would be discussed with Ditton Minors. The Clerk also advised there might be the possibility of funding for an additional defibrillator and this would be looked into.

161. **CORRESPONDENCE**

(a) For Noting

KALC: September Newsletter

(b) For Decision

NOTED nothing received to date.

162. **FINANCE**

(a) Accounts for Payment

RESOLVED the following payments be **APPROVED** and **RATIFIED**:-

August Payroll Summary

Monthly	Gross	£24,794.59
	Net	£20,014.32

Accounts (approved and paid 16.08.24)

Community Centre				
KBC	New Boiler/Radiators Underpayment		8734.21 30.00	
		VAT	1746.84	£10,511.05
PSR	Car Park Lights		385.00 77.00	
		VAT		£462.00
Chubb	Emergency Light Testing Fire Alarm Service + battery		185.44 365.93 110.27	
		VAT		£661.64
Astra Security	Padlocks		102.28 20.45	
		VAT		£122.73
JPS	Decoration and Doors		3144.00 628.80	
		VAT		£3,772.80
Andy Payne	Emergency Lights		206.67 41.33	
		VAT		£248.00
KCS	Cleaning & Consumables Cleaning & Consumables		181.70 59.99 48.34	
		VAT		£290.03
David Beale	Energy Efficiency Certificate		325.00	£325.00

Bar				
JPS	Bar Counter – 95% Toilet Refurbishment	VAT	17750.00 12092.68 5968.54	£35,811.22
Lansdell	Bar Stock Bar Stock Credit Bar Stock Bar Stock	VAT	106.32 (16.99) 294.95 183.82 105.12	£673.22
Kent & Sussex	Bar Stock	VAT	720.82 394.10 669.81 356.98	£2,141.71
F&A				
Host My Office	WIFI Upgrade	VAT	7503.92 1500.78	£9,004.70
OSA				
HSS	Fencing Hire		97.94 19.59	£117.53
Pace Fuelcare	Red Diesel	VAT	518.55 25.93	£544.48
Martin Holman	Hanging Baskets	VAT	160.00 32.00	£192.00

August BACS Payments (not previously listed)

07.08.24	C Stanley	Bastille Wreath	£73.72
16.08.24	M Lancelly	Kilbarn Entertainment	£230.00
16.08.24	M Harrod Ltd	Goal parts	£103.80
21.08.24	T Gilkes	Catering Deposit	£100.00
21.08.24	N Gillespie	OSA Trial	£39.84
23.08.24	M Beautridge	Bar Services	£179.10

August Deposit Refunds

01.08.24	Carman Room 27.07.24	£50.00
07.08.24	Oaken Hall 03.08.24	£50.00
09.08.24	Oaken Hall 28.07.24	£174.50
09.08.24	Oaken Hall 03.08.24	£118.50
15.08.24	Carman Room 10.08.24	£59.00

(b) Direct Debits Paid During August 2024

RESOLVED the following payments be **APPROVED** and **RATIFIED**:-

August Direct Debits

01.08.24	TMBC	Business Rates	£349.00
02.08.24	HMRC	Gaming Machine Duty	£262.14
06.08.24	Carlsberg	Bar Stock	£2,186.34
07.08.24	Sky Business	Sky subscription	£433.86
08.08.24	Commercial Services	Energy supply	£491.65

08.08.24	Rentokil	Washroom services	£180.73
13.08.24	Carlsberg	Bar Stock	£1,500.98
14.08.24	FDMS	Card Charges	£501.96
15.08.24	Bankline	Monthly charges	£107.75
15.08.24	Safety Effect	H&S	£114.00
15.08.24	DHFE	Till Rental	£369.60
20.08.24	Carlsberg	Bar Stock	£1,511.59
21.08.24	Hugo Fox	Website Hosting	£23.99
23.08.24	Host My Office	IT Support	£775.92
23.08.24	BOC	Bar Gas	£381.73
27.08.24	Everflow	Water Usage	£487.57
27.08.24	WEX	Fuelcard	£98.95
27.08.24	TNT Sports	Monthly subscription	£445.44
27.08.24	Carlsberg	Bar Stock	£3,119.88
28.08.24	Veolia	Refuse collection	£583.34
28.08.24	Focus	Telephone charges	£92.12
28.08.24	Focus	Telephone Rental	£213.00
29.08.24	O2	Mobile Phone	£20.51

(c) Debit Card Payments – August 2024

RESOLVED the following payments be **APPROVED** and **RATIFIED**:-

August Debit Card

01.08.24	Post Office	Postage	£8.39
09.08.24	Amazon	Monthly subscription	£8.99
09.08.24	M&S	Gift Vouchers	£406.50
09.08.24	Amazon	Picture Frames - Bar	£78.26
12.08.24	Ebay	Oil - OSA	£22.35
21.08.24	Tesco	Bar Sundries	£73.09
21.08.24	Eventbrite	Training	£84.00
21.08.24	Eventbrite	Training	£60.00

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

It was **NOTED** that no report was available. The Chairman advised that at the recent Parish Partnership Panel that he had attended, other parishes were saying that they are not happy about the lack of a Local Plan still. But it was said that all parts of the Borough should share the burden of development.

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

NOTED no report available.

Anti-Social Behaviour / Additional CCTV

The Clerk reported that she had received a quotation to install an ANPR CCTV camera and this would involve additional wiring into one of the existing streetlight columns in the car park. The cost would be in the region of £5,000.00 in total. It was agreed it would not be appropriate to spend this amount on additional CCTV at the moment as the issues have not been as frequent this year with very little being reported to the parish office. It was agreed this should be monitored and the quote kept on file.

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

(a) Plans for Comment

24/01132/PA – 82 Station Road, Ditton, Aylesford ME20 6AY

Proposed detached single garage and minor adjustments to levels (less than 300mm) to front garden.

RESOLVED TO COMMENT THAT THIS COUNCIL SUPPORTS THE OBJECTION RAISED BY THE NEIGHBOUR. WHILST ADJUSTMENTS HAVE BEEN MADE ON TM/24/00602/PA, THE ELEVATED POSITION WILL REMAIN WHICH WILL RESULT IN A VISUALLY DOMINATING AND INCONGROUOUS BUILT FORM. THE GARAGE IS OUT OF KEEPING WITH THE ESTABLISHED GRAIN OF DEVELOPMENT AND THE CHARACTER OF THE IMMEDIATE SURROUNDINGS.

24/01324/PA - UNIT 1, Newsprint Avenue, Panattoni Park, Aylesford, ME20 7XH

Propod installation of a vehicle barrier. Retrospective installation of internal fencing and pedestrian gate

RESOLVED NO COMMENT

24/01279/PA - DEVELOPMENT SITE SOUTH OF BRAMPTON FIELD BETWEEN BRADBOURNE LANE AND, Kiln Barn Road, Ditton, Aylesford

Details of condition 19 (surface water drainage verification report) pursuant to planning permisson TM/23/03298 (S73 application to vary Condition 27 of planning permission TM/23/00807/FL to allow the occupation of 50 dwellings before the junction works at the A20/Station Road/New Road are substantially completed.)

RESOLVED THIS COUNCIL IS SURPRISED THAT THE DETAILED PLANS THAT WERE SUBMITTED AND SUBJECTED TO CLEAR, DETAILED CONDITIONS AS IT WOULD SEEM SOME OF THE CONDITIONS ARE NOT BEING MET SUCH AS TWO MAN HOLES NOT BEING WITHIN 300mm OF THE AGREED PLANS.

24/01298/PA - UNIT 2, Bellingham Way, Panattoni Park, Aylesford, ME20 7WT

Details of condition 19 (External Lighting) Pursuant to Planning permission TM/20/01820/OAEA Outline Application: Hybrid planning application for the following development: Outline planning permission (all matters reserved) for the erection of flexible B1c/B2/B8 use class buildings and associated access, servicing, parking, landscaping, drainage, remediation and earthworks; and, Full planning permission for erection of two warehouse buildings for flexible B1c/B2/B8 use class, realignment of Bellingham Way link road, creation of a north/south spine road, works to the embankment of Ditton Stream, demolition of existing gatehouse and associated servicing, parking, landscaping, drainage, infrastructure and earthworks

RESOLVED NO COMMENT

24/01320/PA - 151, Woodlands Road, Ditton, Aylesford, ME20 6HB

Lawful Development Certificate Proposed: Garage conversion to provide utility, toilet/shower area, access corridor and retain storage and motorcycle parking

RESOLVED TO COMMENT THAT THE REMOVAL OF THE GARAGE MEANS A REDUCTION IN OFF STREET PARKING IN AN AREA THAT IS KNOWN FOR DIFFICLTIES PAKRING. OTHER GARAGES IN THIS AREA HAVE NOT BEEN CONVERTED SO THIS WOULD BE THE FIRST AND MAY SET A PRECEDENT. WE WOULD WISH TO SEE MATERIALS USED TO BE IN KEEPING WITH THE AREA.

24/01276/PA - 36, COBDOWN CLOSE, DITTON, AYLESFORD, ME20 6SZ

Non Material Amendment to planning permission TM/22/02384/FL (Two storey side and single storey rear extention) to allow for composite cladding on first floor level and silica render finish on ground floor level

RESOLVED NO COMMENT

24/01354/PA - 48, WOODLANDS ROAD, DITTON, AYLESFORD, ME20 6EE

Proposed removal of existing conservatory and construction of a two storey rear extension to include Internal alterations

RESOLVED TO COMMENT THAT THE PROPOSED DESIGN WILL RESTRICT VIEWS AND LIGHT TO NEIGHBOURING PROPERTIES - 50 AND 52 WOODLANDS ROAD.

(b) Plans dealt with under delegated power during recess

24/01220/PA – Cobdown Sports Ground, Station Road, Ditton

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. The kiosks are required to house Borehole as well as to house and protect the Motor Control Centre (MCC) equipment associated with the operations of the borehole.

THIS COUNCIL IS CONCERNED ABOUT THE VISUAL IMPACT THIS APPLICATION MAY HAVE ON THE NEIGHBOURS OPPOSITE, THIS IS IN AN AREA WITHOUT EXISTING DEVELOPMENT. SPORTS ENGLAND DO NOT APPEAR TO HAVE BEEN CONSULTED, BUT SHOULD BE AS IT MAY AFFECT AN AREA LINKED TO SPORTS. THERE ARE CONCERNS ON THE AFFECT THE PLAN WILL HAVE ON THE PRIVATE ORGANISATION OCCUPYING THE SITE AND THE COMMERCIAL IMPACT WHICH MAY RESULT.

IF THE APPLICATION WAS APPROVED, IT WAS SUGGESTED THAT A SCREEN OF TREES BE PUT ALONG THE FENCE IN FRONT OF THE KIOSKS TO IMPROVE THE OUTLOOK.

(c) Plans dealt with by Area 3 Committee

TM/24/916 (KCC/TM/0081/2024) - London Mining Associates Ltd, Invicta Park, New Hythe Lane, Larkfield, Aylesford, Kent, ME20 7FG

Application to vary condition 9 of planning permission TM/22/942 (KCC/TM/0057/2022) to permanently amend the permitted hours of operation to include the 24 hour a day, 7 days a week working arrangements previously permitted on a trial basis by condition 10 of TM/22/942

County Planning Authority resolved that planning permission be Granted with Conditions

24/00872/PA - DEVELOPMENT SITE SOUTH OF BRAMPTON FIELD BETWEEN BRADBOURNE LANE AND, Kiln Barn Road, Ditton, Aylesford

Details of condition 5 (External lighting) pursuant to planning permission TM/22/00557/RM (Reserved Matters application (appearance, landscaping, layout and scale) pursuant to Condition 1 of outline permission TM/18/02966/OA (construction of 300 dwellings and associated car parking, open space and infrastructure along with details of phasing strategy) (Condition 5), site levels (Condition 6), landscaping and boundary treatment (Condition 7), parking plan (Condition 8), Electric vehicle parking strategy (Condition 9), pedestrian and cycle routes (Condition 10), refuse and recycling (Condition 11), ecology mitigation and enhancement (Condition 12), air quality mitigation (Condition 13), areas of open space and child play provision (Condition 14), cycle parking storage (Condition 25))

APPROVED 21/08/24

(d) Ditton Edge/Orchard Mill

NOTED no updates available. Cllr Mrs Throssell asked if a site meeting could be arranged for Council Members to attend. Cllr Mulcuck also expressed an interest. Cllr Mrs Throssell also asked if the postcode on the site could be raised with TMBC as it would seem they are using the same one for Katy Avenue as Cherry Orchard.

(e) Proposed Bradbourne Development**NOTED** no update.166. **REMEMBRANCE DAY****NOTED** that all arrangements are in hand. Cllr Mulcuck asked who would be doing the reading. The Clerk will speak to Rev Terranova.167. **STAFF AND COUNCILLOR CHRISTMAS GET TOGETHER**A date of Friday 13th December was agreed.168. **NOVEMBER COMMUNITY CENTRE COMMITTEE MEETING**(a) Confirmation of September committee meeting date changes

It was **NOTED** that it had previously been agreed to change the dates of the committee meetings due to admin staff cover and that all committees would meet on Monday 9th September, commencing with Community Centre, followed by Planning [subject to any plans being received] and then Open Spaces and Amenities.

(b) November Community Centre Committee meeting

It was **NOTED** due to staff availability for the important November budget meeting, it was necessary to change the date. It was agreed to move the Community Centre Committee Meeting to Monday 25th November.

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

There were no matters arising.

 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.

170. **INSURANCE MATTER**

It was **NOTED** a claim had been received that a car window had been smashed as a result of a member of grounds staff strimming close to the vehicle. The Clerk advised she was taking advice from the Council's insurance company.

171. **STAFF MATTERS**

It was **NOTED** that an existing member of Grounds Staff had been appointed as Grounds Supervisor following recent interviews. It was further **NOTED** that someone was to come in for an interview/trial for the now vacant position of Grounds Maintenance Person this week.

The Clerk advised that following the resignation of the Planning/OSA Administrator, the job had been advertised and so far over 80 applications had been received.

Cllr Mrs Throssell queried whether the correct procedure set out in the Personnel Committee Terms of Reference was being adhered to for recruitment. The Clerk advised that recent recruitments had followed the same process as had been undertaken since she had been in post. It was agreed the Terms of Reference should be reviewed but in the meantime all members of the Personnel Committee should be kept informed and consulted on current recruitment.

172. **CLOSURE**

The meeting closed at 8.18pm.

Chairman
7th October 2024