

DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF DITTON PARISH COUNCIL TO BE HELD IN **THE DON CARMAN HALL** AT DITTON COMMUNITY CENTRE ON **MONDAY 2nd NOVEMBER 2020 AT 7.00PM**

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

(Mrs) Nicola Greenaway
Clerk of the Council

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28th October 2020

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATION OF INTERESTS**
4. **CASUAL VACANCIES**
5. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 5th OCTOBER 2020**
6. **MATTERS ARISING**
 - (a) Electric Vehicle Charging Point [Page 31, Item 44(a)]
7. **MINUTES OF MEETINGS HELD DURING OCTOBER 2020** [FOR CONFIRMATION & SIGNING]
 - (a) Personnel Committee, Monday 12th October 2020
8. **CORRESPONDENCE**
 - (a) For Noting

NALC:	<u>Chief Executive's Bulletins</u>
Local Councils:	<u>Update November 2020</u>
Gatwick Airport:	<u>Introduction of charges for vehicles using forecourts</u>

(b) For Decision

NHS Test & Trace: Request to use part of car park for Local Test Site

9. **FINANCE**

(a) Payments to be Ratified

October Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£22,740.90</i>
	<i>Net</i>	<i>£15,747.50</i>

October Accounts (approved and paid 22.10.20)

Community Centre				
Record UK	Automatic door service		232.50	
		VAT	46.50	£279.00
Southern Care Maintenance	Disabled Hoist service		55.00	
		VAT	11.00	£66.00
Envirocure	Monthly Legionella		48.33	
		VAT	9.67	£58.00
Chubb	Fire Alarm service		161.91	
		VAT	32.38	£194.29
KCS	Consumables		5.84	
	Stationary		47.79	
		VAT	10.73	£64.36
Bar				
Lansdell Soft Drinks	Bar Stock		66.91	
			97.35	
		VAT	88.95	
			47.72	£300.93
All Chilled	Annual cooler service		290.00	
		VAT	58.00	£348.00
F&A				
Commercial Services	Vehicle Lease		302.78	
	Maintenance Credit		(27.99)	
		VAT	54.96	£329.75
J Dowle	Height Barrier		4940.00	
		VAT	988.00	£5,928.00
Aquaid	Water Coolers		39.98	
		VAT	8.00	£47.98
PKF	Annual Return review		2000.00	
		VAT	400.00	£2,400.00
KCC	Quarterly Audit		495.00	
		VAT	99.00	£594.00
OSA				
Chubb	New alarm fobs		150.81	
	Annual intruder alarm		784.73	
		VAT	187.10	£1,122.64
Castle Water	Water charges		286.36	
	C/fwd Credit		(182.53)	
		VAT	20.76	£124.59
Agwood	Machinery Parts		84.90	
		VAT	16.98	£101.88

Aylesford Tyre & Auto Centre	Mower Tyre		14.25	
		VAT	2.85	£17.10
Astra Security	Security Padlock Keys		109.25	
		VAT	21.85	£131.10
A & F Services	Hedge Cutting		250.00	
		VAT	50.00	£300.00
EDF	NRRG Changing Room - Electric		22.95	
		VAT	2.12	£25.07

October Hirer Refunds (Cancelled bookings due to closure)

12.10.20	Oaken Hall – 21.11.20	£172.50
14.10.20	Carman Room – 18.04.20	£245.00

September Imprest Payments

08.09.20	Cash	Petty Cash reimbursement	277.51
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(b) Direct Debits Paid During October 2020

02.10.20	Paymentsense	Card Charges	£42.00
05.10.20	WEX	Fuel Card	£1.80
06.10.20	Commercial Services		£330.14
06.10.20	Siemens	Photocopy Lease	£922.05
07.10.20	Sky	Sky rental	£458.46
08.10.20	Commercial Services	Electricity Supply	£41.31
12.10.20	WEX	Fuel card	£43.14
12.10.20	Rentokil Initial	Washroom services	£274.03
14.10.20	FDMS	Card Charges	£67.49
15.10.20	Bankline	Monthly charges	£62.84
15.10.20	Safety Effect	Monthly H & S	£114.00
15.10.20	DHFE	Till rental	£117.60
15.10.20	Paytek	Card Machine charges	£54.00
16.10.20	Sage	Monthly subscription	£153.00
19.10.20	BT	Phone charges	£130.24
20.10.20	Heineken	Bar Stock	£1,819.06
23.10.20	BOC	Bar Gas	£154.90
26.10.20	WEX	Fuel card	£1.80
26.10.20	NEST	Monthly pension	£460.72
28.10.20	Host My Office	IT Support	£350.40
28.10.20	BT	BT Sports	£305.78
28.10.20	Veolia	Refuse Collection	£372.72

(c) BACs Payments made During October 2020

October BACS Payments (not previously listed)

09.10.20	Unison	Annual contributions	£168.00
15.10.20	HMRC	PAYE/NI	£4,547.76
15.10.20	KCC Pension	Pension contributions	£3,420.33

(d) Debit Card Payments – October 2020

02.10.20	Lovely Flowers	Staff bereavement	£20.04
05.10.20	Amazon	StationEry	£37.22

14.10.20	Argos	Bar Stool	£31.45
15.10.20	Screwfix	OSA supplies	£31.94
21.10.20	Bryco	Machinery parts	£107.88
22.10.20	Tesco Mobile	Mobile phone top-up	£20.00
22.10.20	Royal British Legion	Remembrance wreaths	£51.00
22.10.20	Bryco	Machinery parts	£33.52
23.10.20	Amazon	Stationary	£45.87
23.10.20	Royal British Legion	Remembrance wreath	£17.00

(d) Business Update – Community Centre and Kilnbarn Bar [inc Christmas Opening]

(e) Internal Audit Visit 1 2020/21 [herewith]

(f) Annual Allotment Rent Review

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

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

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

(a) Committee Chair

(b) Plans for Comment

TM/20/02227/RD	Details of condition 16 (service delivery plan), 21 (site investigation) and 22 (fuel storage) submitted pursuant to planning permission TM/19/02841/FL (Demolition of existing buildings and erection of Class A1 foodstore with associated parking, landscaping and access works and installation of pedestrian crossing on London Road)	675 London Rd
TM/20/02284/TPOC	Group of 4 sycamores – to be coppiced to identify age	15 Ditton Place
TM/20/01218/OA	Outline Application: all matters reserved except for access for the erection of up to 118 dwellings, together with associated works for access, open space, infrastructure, earthworks, surface water drainage systems and landscaping [first discussed at PC Meeting on 03.02.2020]	land adjacent to Ditton Common Barming

(c) Plans dealt with under delegated power

TM/20/02137/FL	Removal of rear conservatory, construction of single storey rear extension and construction of side garage with rear dormer incorporating home office in roof space NO OBJECTION	29 Ragstone Ct
TM/20/02138/FL	Single storey front extension with mono-pitch over Roof NO OBJECTION	175 Woodlands Rd

(d) Plans dealt with by Area 3 Committee

TM/20/01721/FL	Single storey rear extension APPROVED ON 01.10.2020	559 London Rd
TM/20/01736/FL	Remove existing garage and porch. Two storey Side extension and porch. APPROVED ON 29.09.2020	42 Bradbourne Ln
TM/20/01737/FL	Single storey front/double storey side/part double APPROVED ON 06.10.2020	69 St Peter's Rd
TM/20/01917/RD	Details of condition 24 (archaeological investigation) 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.) APPROVED ON 27.10.2020	675 London Rd
TM/20/01867/FL	Replacement boundary fencing to north-east boundary APPROVED ON 19.10.2020	49 The Stream

(e) 'B' Lists

05.10.2020 / 12.10.2020 / 19.10.2020 / 26.10.2020

(f) Ditton Edge - update

(g) Aylesford Newsprint [update from joint parish meeting]

(h) Traffic Regulation Order Informal Consultation – A20 and Bradbourne Lane [herewith]

(i) TMBC Local Plan Examination Dates [information herewith]

13. **REMEMBRANCE DAY**

14. **WINTER GAZETTE**

15. **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.

16. **DITTON COURT QUARRY** [update if available]

17. **CONFIDENTIAL MEMORANDUM**

18. **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, because of the confidential nature of the some of the items on this Agenda, in accordance with Standing Orders 27 & 50, parts of this meeting will exclude the Press and Public.