

DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE **COUNCIL CHAMBER** AT DITTON COMMUNITY CENTRE ON MONDAY 7TH APRIL 2025

PRESENT: CLLRs. N NEWMAN [CHAIRMAN], M J PORTER [VICE-CHAIR], MRS J DEARDEN, A MULCUCK, MRS M NEWMAN, D ADLINGTON, MRS K NASH, MRS L COX, J COX, A WATERS, A LAIDOUCCI & R WHITE
MRS N GREENAWAY [CLERK OF THE COUNCIL]

445. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm.

446. **APOLOGIES**

Apologies were received from Cllr Mrs Throssell. The previously notified reason for absence was **ACCEPTED** and **APPROVED** and recorded in the absence book Ref. 576.

447. **DECLARATION OF INTERESTS**

There were no declarations of interest.

The Chairman moved that item 10 on the Agenda be brought forward to allow the Police Officers to return to their duties.

448. **REPORTS FROM NEIGHBOURHOOD POLICE TEAM**

PC Warner introduced his colleague PC Rowley who he is mentoring, during his probation period. He advised that there had not been many issues in Ditton recently, apart from a couple of domestic abuse cases and anti-social behaviour issues involving motorbikes. PC Warner advised he regularly liaises with the Parish Office and had been successful in identifying one youth caught on a motorbike and this had resulted in him visiting the parents to issue a warning. He advised that a big problem locally was the “drag” racing on the Larkfield industrial estate and that he and his colleagues are often called away from local issues to deal with 999 calls.

The Chairman thanked the officers for their attendance and updates.

449. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 3RD MARCH 2025**

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

450. **MATTERS ARISING**

There were no matters arising.

451. **MINUTES OF MEETINGS HELD DURING MARCH 2025**(a) For Confirmation & Signing(i) PLANNING, HIGHWAYS & TRANSPORTATION COMMITTEE, 17TH MARCH 2025

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

(ii) OPEN SPACES & AMENITIES COMMITTEE, 17TH MARCH 2025

The minutes of the above meeting were presented by Cllr Waters and signed as a true record. It was **NOTED** that there was one matter awaiting further information before a final decision could be taken:

Larkfield 10K Road Race, additional use of recreation ground [Page 185, Item 443]

The Clerk advised that a response to a request for further information was still awaited. It was agreed that a decision on additional use of the recreation ground could not be made until all the facts were known.

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

The following items were **CIRCULATED, READ** and **NOTED**:

Ditton Twinning Assoc.	<u>Minutes of Meeting held on 04.03.2025</u>
KALC:	<u>Newsletter March & April 2025</u>
SLCC:	<u>The Clerk, March 2025</u>
Clerks & Council's Direct:	<u>March 2025</u>
TMBC Electoral Services:	<u>Notice of Election [KCC] 01.05.2025</u>
Ditton Heritage Centre:	<u>Thank you for donation</u>
Air Ambulance:	<u>Thank you for donation</u>
Heart of Kent Hospice:	<u>Thank you for donation</u>
NW Kent Citizens Advice:	<u>Thank you for donation</u>
KCC:	<u>Adoption of Kent Minerals and Waste Plan</u>

(b) For Decision

NOTED none received to date.

453. **FINANCE**(a) Accounts For Payment

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

March Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£32,602.54</i>
	<i>Net</i>	<i>£24,040.16</i>

Accounts (approved and paid 27.03.25)

Community Centre				
Capital	Cleaning & Consumables		2.52 (2.78) 164.36 38.45 40.50	£243.05
		VAT		
Maidstone Cleaners	Window Cleaning		260.00	£260.00
KD Drainage	Drain Blockage		150.00	
		VAT	30.00	£180.00
KCS	Stationary Cleaning		48.54 18.99 13.51	£81.04
		VAT		
Envirocure	Legionella Monitoring		48.75 9.75	£58.50
		VAT		
CW Milner & Sons	Pothole repairs		1450.00	
		VAT	290.00	£1,740.00
Bar				
Lansdell	Bar Stock		286.25 (16.99) 159.46 184.63 106.81	£720.16
		VAT		
Kent & Sussex	Bar Stock		1684.30 754.07 760.39 639.74	£3,838.50
		VAT		
F&A				
KCC	Internal Audit		579.00 115.80	£694.80
		VAT		
Aquaid	Water Coolers		45.96 9.19	£55.15
		VAT		
NCS	Photocopy Charges		55.45 11.09	£66.54
		VAT		

March BACS Payments (not previously listed)

28.02.25	Air Ambulance	Donation	£300.00
28.02.25	Heart of Kent Hospital	Donation	£300.00
28.02.25	HMRC	PAYE/NI	£5,805.47
28.02.25	KCC Pension	Pension contributions	£1,737.72
28.02.25	Ditton Heritage Centre	Donation	£100.00
28.02.25	Citizens Advice	Donation	£50.00
28.02.25	EGM	Uniform	£409.63
07.03.25	MTW Charity	Donation	£250.00
13.03.25	DS Commercials	Van Repairs	£1,254.00
18.03.25	Safety Effect	H&S Services	£12.00
25.03.25	M Beautridge	Bar Services	£167.16

28.03.25	HMRC	PAYE/NI	£5,945.77
28.03.25	KCC Pension	Pension Contributions	£1,417.12
31.03.25	Lansdell	Bar Stock	£268.87
31.03.25	Kent & Sussex	Bar Stock	£1,044.07
31.03.25	L Fitchett	Eye Test	£29.95

March Deposit Refunds

28.02.25	Allotment Key 21A	£20.00
06.03.25	Carman Room 02.03.25	£50.00
06.03.25	Carman Room 01.03.25	£50.00
06.03.25	Oaken Hall 01.03.25	£80.00
13.03.25	Oaken Hall 09.03.25	£50.00
17.03.25	Oaken Hall 08.03.25	£188.22
20.03.25	Carman Room 16.03.25	£50.00
24.03.25	Allotment Key 4B	£50.00

(b) Direct Debits

RESOLVED the following direct debits be **ACCEPTED** and **APPROVED**:-

March Direct Debits

28.02.25	Natwest	Bank Charges	£139.93
28.02.25	Focus	Telephone	£83.88
28.02.25	NEST	Pension Contributions	£885.87
28.02.25	Paymentsense	Card Machines	£101.82
28.02.25	Focus	Telephone Lease	£165.00
28.02.25	Veolia	Refuse Collection	£610.80
03.03.25	WEX	Fuelcard	£29.04
03.03.25	O2	Mobile Phone	£13.20
03.03.25	Carlsberg	Bar Stock	£1,284.36
05.03.25	Carlsberg	Equipment Rental	£187.20
07.03.25	SKY	Sky TV	£477.24
07.03.25	Carlsberg	Bar Stock	£1,916.06
10.03.25	WEX	Fuelcard	£55.54
10.03.25	Rentokil Initial	Washroom Services	£182.77
14.03.25	Kent Commercial Services	Electricity Supply	£11,625.67
14.03.25	Carlsberg	Bar Stock	£2,347.92
14.03.25	FDMS	Card Charges	£334.81
17.03.25	Safety Effect	H&S Services	£114.00
17.03.25	Sage	Sage Subscription	£264.00
17.03.25	DHFE	Till Rental	£369.60
17.03.25	WEX	Fuelcard	£96.15
19.03.25	Natwest	Bankline	£103.68
21.03.25	Hugo Fox	Website	£23.99
21.03.25	Carlsberg	Bar Stock	£1,738.84
25.03.25	BOC	Bar Gas	£152.12
26.03.25	Host My Office	IT Support	£754.44
26.03.25	TNT	TNT Sport	£487.31
27.03.25	NEST	Pension Contributions	£912.00
28.03.25	Paymentsense	Card Machines	£84.00

28.03.25	Carlsberg	Bar Stock	£894.00
28.03.25	Veolia	Refuse Collection	£563.54
31.03.25	Natwest	Bank Charges	£144.83
31.03.25	WEX	Fuelcard	£3.60
31.03.25	Focus	Telephone	£86.20
31.03.25	Focus	Telephone Lease	£165.00

(c) Debit Card Payments

RESOLVED the following BACs payments be **ACCEPTED** and **APPROVED**:-

March Debit Card

27.02.25	Amazon	Cleaner	£10.49
27.02.25	Amazon	Dartboard	£36.00
28.02.25	Eventbrite	Training Course	£84.00
03.03.25	Tesco	Refreshments	£84.50
05.03.25	Amazon	Shot Glasses	£26.81
05.03.25	Amazon	Labels	£7.99
06.03.25	Paints 4 Trade	Road Paint	£44.99
10.03.25	Tesco	Refreshments/Raffle Prizes	£137.12
10.03.25	Amazon	Masking Tape	£7.22
10.03.25	Amazon	Prime subscription	£8.99
11.03.25	Ebay	Chainsaw Gloves	£30.99
11.03.25	Amazon	Line Marker	£10.65
11.03.25	Amazon	Builders Bags	£29.99
12.03.25	Amazon	Machinery Parts	£86.37
12.03.25	Amazon	Water Filter	£26.95
12.03.25	Natwest	Petty Cash	£250.00
13.03.25	Post Office	Stamps	£20.00
13.03.25	Amazon	Projector	£686.00
13.03.25	Amazon	Soap Dispenser	£38.26
14.03.25	Timpson	Key Cutting	£37.00
14.03.25	Amazon	Line Marker	£15.98
17.03.25	Tesco	Refreshments/Raffle	£100.90
17.03.25	Manutan	Bottle Bin	£76.50
17.03.25	Ernest Doe	Machinery Spares	£38.11
19.03.25	Office Furniture Online	Projector Screen	£242.40
31.03.25	Amazon	Easter Decorations	£21.97
31.03.25	Tesco	Refreshments/Raffle	£99.83

(d) Audit – 2024/25 Annual Governance and Accountability Return

It was **NOTED** that the accounts and annual return would be approved at the meeting on 2nd June 2025 and that the submission deadline for the Annual Return was 30th June 2025.

(e) End of Year/Unspent Budget to Earmarked Reserve

RESOLVED to slip forward unspent budgets in the OSA budget for tractor/mower repairs [£2,000.00], fencing repairs [£500.00], sale of equipment [£1,900.00] and £10,000.00 from the Bar to the Community Centre Budget.

(f) Asset Register

RESOLVED the updated asset register for 2024/25 be approved and signed.

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

It was **NOTED** that Borough Cllrs Cannon and Williams were attending a meeting at TMBC and Cllr Hammond was currently unwell. The Chairman asked that get well wishes be sent to Cllr Hammond on behalf of the Parish Council.

A report submitted by Cllr Cannon was **CIRCULATED** and **READ**:-

LOCAL DEMOCRACY

As mentioned in our last Borough Councillors Report, the 14 Kent Council Leaders sent an interim submission on reorganisation on 21st March 2025 to Jim McMahon the Minister of State for Local Government and English Devolution. However because there was no agreement county-wide on geographical boundaries Maidstone, Sevenoaks, Tonbridge & Malling and Tunbridge Wells District and Borough Councils have submitted a separate letter stating their preference for a three-unitary model on the basis this model would save money unlike the four unitary version which would result in a net additional cost. The three unitary model was also supported by our health, police and fire partners and overall provides the greatest scope for housing delivery and public sector reform and greater integration/preventative work with other public sector bodies as well as meeting the criteria in terms of population size, tax base, resilience and value for money. Although not mentioned in their letter the three unitary model also makes it far more likely the four councils above would form one of the three unitary councils.

LITTERING AND FLY TIPPING

We have been contacted by local residents about littering and fly tipping on Kiln Barn Road between Orchard Rise and Cyril West Lane. We are taking this up with Street Scene and have asked for more enforcement action to deal with this problem. Please do keep us informed of any similar problems elsewhere in the Parish.

PLANNING MATTERS

Application TM/25/00398/PA 19 Primrose Drive has been called in by us and in particular we have referenced the loss of the garage and 2 potential parking spaces in an already populated road.

By coincidence we were simultaneously contacted by another resident of Primrose Drive about pavement parking and dangerous parking on corners and so we will be instigating a parking review there.

STEVE HAMMOND

Although Rob and Colin cannot attend tonight due to another meeting at the Borough Council offices in Kings Hill members may want to send their best wishes to our colleague and fellow ward member Steve Hammond who has been unwell and is signed off work for two months pending an operation.

455. **REPORTS FROM NEIGHBOURHOOD POLICE TEAM**

NOTED this matter has already been considered earlier in the meeting [item 448].

456. **DATE SENSITIVE PLANNING MATTERS**

(a) **Plans Received for Comment**

25/00398/PA - 19, PRIMROSE DRIVE, DITTON, AYLESFORD, ME20 6EG

Demolition of garage and erection of a two storey side extension and two storey and single storey extensions to the rear.

NOTED this item was considered at a previous meeting where it was agreed to "Call In" and the call in has been confirmed by the Borough Councillors. Further **NOTED** that the resident has made contact advising that they and their builder would be happy to discuss the application if anyone had questions about the proposal.

25/00426/PA - DEVELOPMENT SITE SOUTH OF BRAMPTON FIELD BETWEEN BRADBOURNE LANE AND, Kiln Barn Road, Ditton, Aylesford

Non Material Amendment to planning Permission TM/22/00557/RM to amend the approved plans listed in order to add additional drawings and details of solar PV panels. The additional drawings seek to agree the location of the installation of solar PV panels on the roofs of all plots approved under the Reserved Matters application

NOTED this item was considered at a previous meeting.

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)

RESOLVED NO COMMENT.

25/00530/PA - 1, OAK DRIVE, LARKFIELD, AYLESFORD, ME20 6NN

T1 Beech. Since being granted TPO status in 1984, this tree has gone without maintenance, standing within the applicant's rear garden atop a rise. 30m high with lat spread of 12m it causes significant over shading & debris along with some anxiety re large branch failure when in leaf, during high winds. For those reasons, proposed is the overall reduction to 19m tall & 8m spread. T1 of Tree Preservation Order

RESOLVED NO OBJECTION SUBJECT TO THE TMBC TREE OFFICER'S APPROVAL.

(b) **Decisions from TMBC Area 3**

The following was **READ** and **NOTED**:

25/00115/PA - 50, NEW ROAD, DITTON, AYLESFORD, ME20 6AD

Advertisement Consent for replacement signage and graphics. 1 x externally illuminated fascia sign, Aluminium composite panels and window manifestation

APPROVED 26/03/2025

(c) **TMBC Area 3 Agenda – 10/04/2025**

NOTED an Area 3 meeting would take place this month.

(d) **Orchard Mill (Ditton Edge)**

It was **NOTED** that a response from St Modwen had been received regarding the area behind Cherry Orchard and that it advised that St Modwen have just been bought out so there are a lot of job changes going on hence no decision on the extra fencing.

(e) Bradbourne – EMT Proposal**NOTED** no update.(f) Planning Obligations

The current list of items to be considered for S.106 planning obligations was **CIRCULATED**. Members were asked to take this list away and bring back to the next Planning meeting together with any suggestions for items to be added to the list.

(g) The Planning Inspectorate – Public Footpath MR623 – Modification Order

It was **NOTED** that confirmation that the investigation was now completed and that MR623 would now be confirmed as a public right of way, had been received. It was further **NOTED** that the issue of ownership of the access road still required further investigation.

Cllr Mulcuck made an observation about roadworks commencing to provide new layouts for new developments and suggested the works should be undertaken prior to the commencement of housebuilding. In particular he referred to a development on the A20 towards Leybourne. The Chairman said he would raise this with the Chairs of the neighbouring areas affected by this.

457. **ANNUAL PARISH MEETING**

It was **NOTED** that all arrangements were in hand and that the Agenda had been posted. The Committee Chairs were reminded to supply a copy of their annual reports to the Clerk prior to the meeting.

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

There were no matters arising. Cllr Mulcuck said he would like to take some items for further reading.

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.

459. **CONFIDENTIAL MEMORANDUM REFERENCE 448****CONFIRMED** and **SIGNED**.460. **CLOSURE**

The meeting closed at 8.00pm.

Chairman
7th May 2025