

**DITTON PARISH COUNCIL**

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE COUNCIL CHAMBER AT DITTON COMMUNITY CENTRE ON MONDAY 4<sup>TH</sup> MARCH 2019

PRESENT: CLLRS. M J PORTER (CHAIRMAN), A MULCUCK (VICE-CHAIR), P COLE, MRS J COOPER, DALTON, MRS J DEARDEN, MRS K DENNISON, J LOVER, MRS J TEBBUTT, MRS A THROSSELL  
MRS N GREENAWAY [Clerk of the Council], BOROUGH CLLR T CANNON

467. **OPENING OF MEETING**

The Chairman opened the meeting at 7.30pm

468. **APOLOGIES**

Apologies were **RECEIVED** from Cllrs Newman and Mrs Thwaites. The previously notified reasons for absence were **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.422. Apologies were also received from County Cllr Homewood.

469. **DECLARATION OF INTERESTS**

There were no declarations of interest.

470. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 4<sup>th</sup> FEBRUARY 2019**

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

471. **MATTERS ARISING**

There were no matters arising.

472. **MINUTES OF MEETINGS HELD DURING FEBRUARY 2019**

(a) **For Confirmation & Signing**

(i) **COMMUNITY CENTRE, 11<sup>TH</sup> FEBRUARY 2019**

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

**RECOMMENDATION:****ITEM 427: COMMUNITY CENTRE – OAKEN HALL CEILING**

Cllr Mrs Throssell asked if the new lighting would be anti-glare. The Clerk advised that a sample lamp had been left in the parish office should anyone wish to see it but it was very bright when switched on. It was suggested that it would be useful to find a hall where the recommended type of lighting is in situ so that members can see it before a final decision is taken.

**RESOLVED** to seek more information on the type of lighting and once a suitable type of lamp is found then the request for funding the lighting and ceiling be put forward to the F&A Committee.

(ii) **PLANNING COMMITTEE, 18<sup>TH</sup> FEBRUARY 2019**

The minutes of the above meeting were presented by Cllr Mulcuck and signed as a true record. Cllr Mulcuck reported that Kia had left its premises on London Road and moved to Aylesford. It was not known what or who would occupy this site in the future but there was speculation that Lidl had acquired the site. It was noted nothing had been received from TMBC planning about this site.

(iii) **OPEN SPACES & AMENITIES COMMITTEE, 19<sup>th</sup> FEBRUARY 2019**

The minutes of the above meeting were presented by Cllr Mrs Dennison and signed as a true record subject to wording being amended on page 93 to include “also to check if the removal of the barriers would have an impact further down the stream” and on page 195 item 446(g) to add “to contact Kent Villages League re the pitch being available” . The Clerk reported that she had concerns about the offer of someone supplying and emptying a dog bin in the quarry. She confirmed that the waste would be considered hazardous and could not be put into the community centre bins. Members of the committee said this had not been agreed but that more information should be sought before a decision is made.

It was **NOTED** that queries had been raised on the Month 9 financial analysis. It was reiterated by both the Clerk and Chairman that as the information is sent out in advance of the meeting, queries should be raised with the office prior to the meeting to enable the staff to obtain the appropriate information to answer the queries. It was also **NOTED** that there would have been some current month information “missing” as the Committee had not seen Months 7 & 8 as there had not been meetings in December or January.

(iv) **FINANCE & ADMINISTRATION COMMITTEE, 25<sup>TH</sup> FEBRUARY 2019**

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

**RECOMMENDATION:**

**THAT EACH MEMBER HAVE THEIR OWN EMAIL AND TO ACCEPT THE QUOTATION TO SUPPLY THESE AT £3.40 PER EMAIL ADDRESS PER MONTH.**

The Clerk requested that one addition email address for the Grounds Supervisor be purchased to enable sharing of information with him.

**RESOLVED to RATIFY the above RECOMMENDATION** to purchase an email address for each member plus the Grounds Supervisor but to delay this for members until after the election in May.

(v) **PERSONNEL COMMITTEE. 25<sup>TH</sup> FEBRUARY 2019**

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

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

The following correspondence was **CIRCULATED** at the meeting and **READ** and **NOTED**:-

Ditton Twinning Assoc:	<u>Minutes of Meeting 22<sup>nd</sup> January 2019</u>
KALC:	<u>NALC Chief Exec Bulletin</u> <u>KCC Public Health media release</u> <u>NFIB Bulletin</u>
TMBC:	<u>New Waste, recycling &amp; street cleaning provider</u> <u>JPCTCG Agenda</u> <u>Minutes of Parish Partnership Panel, 07.02.2019</u>
SLCC:	<u>Newsletter &amp; New regulations re website accessibility</u>
KCC:	<u>Temporary Road Closures – various</u> <u>Applications for attachments to street lighting furniture</u> <u>Inside Track</u> <u>Grange Park School Consultation</u>
KentARA:	<u>Kent Active</u>
Local Councils:	<u>Update</u>
UBS	<u>House View</u>
Downsmail:	<u>February 2019</u>

(b) For Decision

KALC:	<u>Kent Resilience Forum Parish Partner Pack</u> It was <b>NOTED</b> an emergency plan was looked into some years ago. It was also <b>NOTED</b> that Cllrs Mrs Dennison, Mrs Dearden and Mrs Cooper had attended an information session about this recently. It was felt the pages regarding business continuity were relevant to the Council but the others gave advice to individuals and these could be put on the website.
St Peter's Church:	<u>The Great British Spring Clean</u> It was <b>NOTED</b> that the Church had suggested this would be a good project for the village and would help if organised. Cllr Mulcuck offered to try to co-ordinate a clean up the village event.

Resident:

Letter regarding dogs on recreation ground

A letter from a resident with concerns about out of control dogs and dog mess on the recreation ground was **READ** and her comments about dogs on leads **NOTED**.

**RESOLVED**

to respond to the resident advising that the Parish Council's own byelaws state that dogs should be under control and this being adhered to and cleaning up dog waste is all down to responsible dog ownership again.

To also advise that the Council has taken on board the suggestion for more signs and that there will also be an article published in the next Ditton Gazette asking dog owners to be more responsible and pointing out that lack of control has resulted in injury to users of the recreation ground. The dangers of allowing dogs to foul where children play will also be reiterated.

Resident:

Request for assistance for location for a dog grooming business**RESOLVED**

to advise that the council cannot accede to this request.

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

**RESOLVED** the following accounts be **ACCEPTED, APPROVED** and **PAID**:-

Travis Perkins	Noticeboard repairs		99.46	
		VAT	19.90	119.36
Ernest Doe	Mower Repairs		95.89	
		VAT	19.18	115.07
Mower Plant	Mower Repairs		241.42	
			35.36	
		VAT	55.35	332.13
Host My Office	Computer Network Hosting		233.50	
		VAT	46.70	280.20
Rialtas Business Solutions	Financial programme support and maintenance		648.00	
		VAT	129.60	777.60
Aquaid	Water Coolers		35.96	
		VAT	7.19	43.15
Sunstone	CCTV repair		102.50	
		VAT	20.50	123.00
Commercial Services	Vehicle Lease		302.78	
		VAT	60.56	363.34
Day Tree Fellers	Tree work		490.00	
		VAT	98.00	498.00

Under Local Government Act 1972, Section 142

- Tonbridge & Malling Citizens Advice Bureau £100.00

Under Local Government Act 1972, Section 144

- Ditton Heritage Centre £200.00

Under the Local Government Act 1972, Section 137

- Kent Air Ambulance £250.00

- Heart of Kent Hospice
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£200.00

Further information from Communigrow in support of their application for assistance was **CIRCULATED**. It was **NOTED** that the site for Communigrow would be just outside of the Ditton boundary and in East Malling. Discussion took place about preference being given to Ditton Charities or those most likely to benefit Ditton residents. It was decided not to donate to Communigrow this year.

#### IMPREST ACCOUNT – Reimbursement of January Expenses

15.01.19	Mrs Saunders	Xmas & NYE Buffet	£60.00
28.01.19	Cash	Petty Cash reimbursement	£105.97
28.01.19	Cash	2 <sup>nd</sup> Class Stamps	£58.00

#### (b) Direct Debits - Paid During January 2019

02.01.19	Paymentsense	Monthly Card charges	£35.94
02.01.19	O2	Mobile phone	£16.68
02.01.19	TMBC	Business rates	£1,286.00
04.01.19	Natwest	Mentor services	£323.98
07.01.19	Kent Commercial Services	Gas supply	£781.81
07.01.19	Siemens	Photocopy Lease	£922.05
08.01.19	NEST	Monthly pension	£213.00
09.01.19	Sky	Sky Sports	£322.80
15.01.19	Bankline	Monthly charge	£47.20
15.01.19	DHFE	Till hire	£369.60
15.01.19	FDMS	Monthly Card charges	£67.46
15.01.19	Mecklenburgh	Bar stock	£227.23
16.01.19	Sage	Monthly subscription	£21.60
16.01.19	Dual Energy	Monthly Electricity charge	£2,102.00
21.01.19	WEX	Vehicle Fuel	£80.32
21.01.19	BT	Telephone Line	£128.57
21.01.19	Worldpay	Card charges	£90.35
21.01.19	Heinken	Bar Stock	£8,181.55
25.01.19	BOC	Bar Gas	£150.00
28.01.19	BT	BT Sport	£295.36
28.01.19	Veolia	Refuse Collection	£274.56
29.01.19	Mecklenburgh	Bar Stock	£57.60
30.01.19	O2	Mobile phone	£14.59
31.01.19	NCS	Equipment Rental	£19.97
31.01.19	NCS	Telephone call charges	£40.34

#### (c) BACS Payments – Paid During January 2019

15.01.19	KCC Pension	Monthly pension	£2,640.18
15.01.19	HMRC	Monthly NI & PAYE	£3,927.77

#### (d) Debit Card Payments – January 2019

09.01.19	Screwfix	Workwear	£89.97
11.01.19	Amazon	Key Cabinet	£24.36
15.01.19	Lovely Flora World	Get Well Flowers	£11.69
15.01.19	Prestige Flowers	Get Well Basket	£31.29

16.01.19	Amazon	Memorial Plaque	£8.97
21.01.19	Planning Portal	Planning application – Floodlights	£137.00
21.01.19	Mail Order Trees	Memorial Tree	£37.94
29.01.19	Screwfix	Multisports Paint	£14.97

(e) Review of effectiveness of Internal Control and Internal Audit

It was **NOTED** that this was not available.

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

Borough Councillor Cannon said he did not have much to report but was happy to take any questions. Cllr Cole asked if he would be able to find out what the recommendation regarding the Ditton Edge application is likely to be but it was noted this information would be sensitive.

476. **REPORTS FROM NEIGHBOURHOOD POLICE TEAM**

A report and graph from the PCSO detailing crimes in the village was **CIRCULATED**. The Clerk **REPORTED** that she had met with the PCSO regarding the matter of anti-social behaviour of youngsters on bikes and he had advised that the police were doing everything they could and where they had names they were visiting those concerned and issuing orders. The Clerk also advised that she discussed holding a public meeting with him and he said it was unlikely to be productive as the police were already doing everything possible. It was also noted that this is a nationwide problem, not just in Ditton and Kent as images are being shared on the internet. The Clerk also advised she had sought advice from a neighbouring parish that had held a public meeting about antisocial behaviour but this had been called by a community group not the parish council and it had not achieved much more than an opportunity for people to vent their anger.

A request from a resident for a public meeting regarding anti-social behaviour in the village was **READ**.

**RESOLVED** to respond advising that the Council would not accede to this request following advice from the police and a neighbouring parish.

It was further **NOTED** that the PCSO would supply a statement that could be included in the next Gazette to advise residents how they are dealing with the anti-social behaviour problems.

477. **DATE SENSITIVE PLANNING MATTERS**

(a) Plans Received for Comment

TM/19/00243/FL <b>RESOLVED</b>	Erection of two new detached storage buildings THIS COUNCIL HAS NO OBJECTION TO THIS APPLICATION	Nutriblend House Priory Park, Mills Rd
TM/19/00234/FL <b>RESOLVED</b>	Amend existing permission for a single storey rear extension to a two storey rear extension THIS COUNCIL HAS NO OBJECTION TO THIS APPLICATION	568 London Road
TM/19/00354/FL	Erection of 4 x poly tunnels measuring 50m long x 8.5m wide x 5.04m tall along with associated rainwater storage tank and pumphouse	Land East of Mast At 570837 157129 EMR

**RESOLVED** THIS COUNCIL HAS NO OBJECTION TO THIS APPLICATION SUBJECT TO ASSURANCE THAT THE TUNNELS WILL BE DISMANTLED WHEN NO LONGER IN USE.

(b) Decisions from TMBC Area 3

The following decision was **NOTED**.

TM/18/02900/TNCA	Lime Tree – Reduce crown by 35% - 40%	43 The Stream
	<b>APPROVED</b>	

(c) Final Response to Application TM/02966/OA

Members were asked to confirm their approval to the response drafted by Cllr Cole to be submitted as this Council's response to the outline application.

Cllr Mrs Throssell asked why additional comments she made about distress caused to students arriving late at school because of late buses caused by additional traffic was not included. The Clerk advised these had been circulated and comments on whether to include this invited. Cllr Cole said although this is a valid point it is covered with the comments about traffic already included.

**RESOLVED** to submit the draft unchanged as this council's response.

(d) FOI Responses from TMBC and KCC re A20

The responses which had previously been **CIRCULATED**, were **READ** and **NOTED**. Cllr Dalton said he did not think the response from KCC answered what the Council requested and a further letter should be sent. The Clerk pointed out that both responses referred to other documents available that contained all the information so a further request would result in the same answer. It was agreed not to send a further letter.

478. **ANNUAL PARISH MEETING**

A suggestion was made to invite the Police and Crime Commission to attend in light of the recent anti-social behaviour. If able to attend a talk could be given in addition to the showing of the Remembrance day films.

Further suggestions for awards were **READ** and **NOTED**.

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

None.

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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.  
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480. **DITTON COURT QUARRY**

(a) **Meeting with Tarmac Representative**

It was **NOTED** that members and the Clerk had met with a representative on behalf of Tarmac to discuss the future management of the land currently still in Tarmac's ownership and further information was awaited.

481 **STAFF MATTERS**

Confidential Memorandum Ref. 409 was READ and CONFIRMED.

482. **CLOSURE**

The meeting closed at 9.26pm.

Chairman  
8<sup>th</sup> April 2019