

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 7TH APRIL 2025 AT **7.30PM**

Ditton Parish Council
Ditton Community Centre
Kilnbarn Road
Ditton
AYLESFORD
Kent ME20 6AH
Tel: 01732 844749

(Mrs) Nicola Greenaway
Clerk of the Council

Email: clerk@dittonparishcouncil.gov.uk
Website: www.dittonparishcouncil.gov.uk

3rd April 2025

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **DECLARATION OF INTERESTS**
4. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 3RD MARCH 2025**
5. **MATTERS ARISING**
6. **MINUTES OF MEETINGS HELD DURING MARCH 2025**
 - (a) For Confirmation & Signing
 - (i) PLANNING, HIGHWAYS & TRANSPORTATION COMMITTEE, 17TH MARCH 2025 –
herewith
 - (ii) OPEN SPACES & AMENITIES COMMITTEE, 17TH MARCH 2025 – herewith
Larkfield 10K Road Race, additional use of recreation ground [Page 185, Item 443]
7. **CORRESPONDENCE**
 - (a) For Noting

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) <u>For Decision</u> [none received to date]	
KALC T&M AREA:	<u>Teams Meeting, Thursday 10th April 2025</u>

8. **FINANCE**

(a) Accounts For Payment

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		1450.00 290.00	£1,740.00
		VAT		
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	VAT	579.00 115.80	£694.80
Aquaid	Water Coolers	VAT	45.96 9.19	£55.15
NCS	Photocopy Charges	VAT	55.45 11.09	£66.54

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

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

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
- (e) End of Year/Unspent Budget to Earmarked Reserve
- (f) Asset Register – for approval and signing *[at meeting - if available]*

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

10. **REPORTS FROM NEIGHBOURHOOD POLICE TEAM**

11. **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.

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

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)

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

- (b) Decisions from TMBC Area 3

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 [for noting]
- (d) Orchard Mill (Ditton Edge) [Update if available]
- (e) Bradbourne – EMT Proposal [Update if available]

(f) Planning Obligations

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

12. **ANNUAL PARISH MEETING**

13. **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.

14. **CONFIDENTIAL MEMORANDUM REFERENCE 448**

15. **CLOSURE**

<p>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 may 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.</p>
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