

## DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF DITTON PARISH COUNCIL TO BE HELD IN **THE OAKEN HALL** AT DITTON COMMUNITY CENTRE ON **MONDAY 7<sup>TH</sup> SEPTEMBER 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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2<sup>nd</sup> September 2020

### **AGENDA**

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATION OF INTERESTS**
4. **CASUAL VACANCIES**  
[information from applicant, herewith]
5. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 25<sup>th</sup> JUNE 2020**
6. **MATTERS ARISING**
7. **CORRESPONDENCE**
  - (a) For Noting

KALC:	<u>KALC News June 2020 &amp; August 2020</u> <u>Minutes of Area Meeting held 05.12.2019</u>
NALC:	<u>Chief Executive's Bulletins</u>
SLCC:	<u>News Bulletin 12.06.2020</u> <u>The Clerk Magazine July 2020</u>
Local Councils:	<u>Update July/August/September 2020</u>
Clerks & Councils:	<u>Direct July/September 2020</u>

(b) For Decision

Resident: Enquiry about land at rear of property

KALC/KCC: Electric Vehicle Charging Point Grant

8. **FINANCE**

(a) Accounts for Payment

**June Payroll Summary**

Monthly	Gross	£22,786.85
	Net	£16,026.17

**July Payroll Summary**

Monthly	Gross	£22,658.87
	Net	£15,967.07

**August Payroll Summary**

Monthly	Gross	£22,699.54
	Net	£16,107.97

**July Accounts (approved and paid 02.07.20)**

Community Centre				
S Ricketts	Caretaker Office decoration		680.00	£680.00
Kent Boilercare	Replacement of underground pipework	VAT	2343.19 468.64	£2,811.83
PBA Consulting	Structural Inspection	VAT	95.00 475.00	£570.00
1 <sup>st</sup> Pest Control	Quarterly pest control	VAT	60.00 12.00	£72.00
OSA				
Chubb	Intruder Alarm	VAT	249.06 49.81	£298.87
Capital Cleaning	Work wear supplies	VAT	49.50 126.77 34.03	£210.30
F&A				
KCC	End of Year Audit	VAT	480.00 96.00	£576.00
Rural Kent	Subscription		105.00	£105.00
KCS	Stationary Safety Boots	VAT	63.85 27.70 18.31	£109.86

**July Accounts Paid (not previously listed)**

Aquaid	Water Coolers	VAT	16.80 3.36	£20.16
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**July Accounts (approved and paid 17.07.20)**

Community Centre				
GI Carpets	Caretakers Office flooring		1200.00	
		VAT	240.00	£1,440.00
Envirocure	Legionella Testing		48.33	
		VAT	9.67	£58.00
OSA				
Ernest Doe	Machinery Oil		35.88	
		VAT	7.18	£43.06
Lamberhurst Engineering	Machinery & Parts		590.57	
		VAT	118.11	£708.68
F&A				
Sunstone	Annual Maintenance		1427.00	
		VAT	285.40	£1,712.40
Aquaid	Water Cooler Annual rental		227.96	
		VAT	45.59	£273.55

**July Accounts for payment (approved and paid 03.08.20)**

Community Centre				
Envirocure	Legionella Testing		68.33	
		VAT	13.67	£82.00
KCC	Fire Risk Assessment		400.00	
		VAT	80.00	£480.00
SGR Construction	Maintenance/Repairs		380.00	£380.00
Capital Cleaning	Paper Towel dispensers		259.56	
		VAT	51.91	£311.47
OSA				
Atlas	Alarm Activation		39.00	
		VAT	7.80	£46.80
F&A				
KCS	Stationary		23.12	
			26.76	
		VAT	9.97	£59.85

**August Accounts (approved and paid 28.08.20)**

Community Centre				
Maidstone Cleaners	Window Cleaning		260.00	
	Carpet/Upholstery Cleaning		180.00	£440.00
Capital Cleaning	Cleaning consumables		32.00	
			136.53	
		VAT	27.31	£195.84
F&A				
Aquaid	Water		35.96	
		VAT	7.19	£43.15
Atlas	Alarm Activation		39.00	
		VAT	7.80	£46.80
KCC	Stationary		18.40	
		VAT	3.68	£22.08
Commercial Services	Vehicle Lease		302.78	
			302.78	
			302.78	
		VAT	181.68	£1,090.02

## DPC IMPREST ACCOUNT – JUNE/JULY/AUGUST 2020

### Imprest Account June/July

15.06.20	Mid Kent Fuschia	Deposit refund 08.08.20	£75.00
29.06.20	R Lowes	Welding	£50.00
06.07.20	Kent County Playing Fields	Subscription	£20.00
29.07.20	S Bish	Deposit refund 22.08.20	£50.00

### June/July Hirer Refunds (Cancelled bookings due to closure)

08.07.20	Booking refund 02.05.20	£227.50
21.07.20	Deposit refund 24.07.20	£50.00

### August Hirer Refunds (Cancelled bookings due to closure)

06.08.20	Deposit refund – 24.10.20	£50.00
06.08.20	Deposit refund – 22.11.20	£125.00

### (b) Direct Debits Paid During June/July/August 2020

#### June/July Direct Debits

22.06.20	Commercial Services	Gas & Electric	£1,107.07
22.06.20	BT	Broadband	£105.12
23.06.20	Siemens	Telephone rental	£188.46
23.06.20	WEX	Machinery fuel	£28.99
24.06.20	FDMS	70' ticket refund	£30.00
25.06.20	Commercial Services	Electric	£2,730.11
25.06.20	Host My Office	IT Support	£350.40
25.06.20	BOC	Bar Gas rental	£58.68
26.06.20	NEST	Pension contributions	£448.38
26.06.20	Paymentsense	Card charges	£42.00
29.06.20	Veolia	Refuse collection	£270.43
29.06.20	WEX	Fuelcard	£1.80
01.07.20	O2	Mobile Phone	£24.58
06.07.20	Siemens	Photocopier Lease	£982.05
07.07.20	WEX	Fuelcard	£89.13
10.07.20	Commercial Services	Gas supply	£395.75
13.07.20	Rentokil Initial	Washroom services	£189.88
14.07.20	FDMS	Card Charges	£28.05
15.07.20	Bankline	Account charges	£49.32
15.07.20	The Safety Effect	Monthly H&S	£114.00
15.07.20	DHFE	Till rental	£369.60
15.07.20	Paytek	Card payment machines	£54.00
16.07.20	Sage	Monthly subscription	£153.00
20.07.20	BT	Quarterly charges	£125.42
24.07.20	NEST	Pension contributions	£448.38
24.07.20	BOC	Bar Gas	£58.68
27.07.20	WEX	Fuelcard	£1.80
27.07.20	FDMS	Card Charges	£160.00
28.07.20	Host My Office	IT Support	£350.40
28.07.20	Veolia	Refuse Collection	£369.30
30.07.20	O2	Mobile phone	£26.99

31.07.20	Paymentsense	Card machine charges	£42.00
31.07.20	NCS	Equipment hire	£21.96
31.07.20	NCS	Telephone calls	£40.46

### August Direct Debits

05.08.20	Kent Commercial	Gas	£314.21
10.08.20	Rentokil Initial	Washroom services	£293.56
14.08.20	FDMS	Card Charges	£27.99
17.08.20	Natwest	Bankline	£49.98
17.08.20	Safety Effect	H&S	£114.00
17.08.20	Sage	Monthly Subscription	£153.00
17.08.20	DHFE	Till rental	£369.60
17.08.20	WEX	Fuelcard	£73.72
17.08.20	Paytek	Card machine rental	£54.00
24.08.20	EDF	Streetlights	£77.81
25.08.20	BOC	Bar Gas	£58.68
27.08.20	Host My Office	IT Support	£350.40
28.08.20	BT Group	BT Sport	£276.42
28.08.20	Paymentsense	Card Charges	£59.82
28.08.20	NCS	Phone rental	£24.16
28.08.20	NCS	Telephone charges	£41.69
28.08.20	Veolia	Refuse collection	£338.68

### (c) BACs Payments made During June/July/August 2020

#### June/July BACS Payments

23.06.20	N Saunders	Reimbursement – OSA	£16.80
15.07.20	N Greenaway	Reimbursement	£2.94
15.07.20	KCC	Pension contributions	£2,331.29
15.07.20	HMRC	PAYE/NI	£3,365.01
21.07.20	EDF	Electricity supply NRRG	£23.52

#### August BACS Payments

14.08.20	HMRC	Paye/NI	£3323.44
14.08.20	KCC Pension	Pension	£2905.98
14.08.20	KCC Pension	Pension – June underpayment	£601.98
13.08.20	Scottish Water	Water – cancelled cheque	£2603.47

### (d) Debit Card Payments – June/July/August 2020

#### June/July Debit Card

18.06.20	One4All	Long Service gift voucher	£80.00
24.06.20	Screwfix	Trolley Jack	£28.99
22.07.20	Fenland	Basketball Hoop	£81.60

#### August Debit Card

03.08.20	Green Box	Refuse skip	£198.00
04.08.20	Groupon	Face Masks	£15.38
06.08.20	CMYK	Social distance stickers	£67.80
11.08.20	Post Office	Stamps	£83.24
12.08.20	Catering Appliances	Hot Water boiler	£407.99
12.08.20	Screwfix	OSA sundries	£11.58

17.08.20	Menu Shop	Bar screens	£217.80
18.08.20	Homebase	Painting sundries	£146.85
18.08.20	Sign Holders	Office screen	£46.68
25.08.20	Net World	Tennis Nets	£123.93

(d) Business Update – Community Centre and Kilbarn Bar

(e) CCLA Property Fund Update (info herewith)

(f) Budget Management for 1<sup>st</sup> Quarter 2020/21 (herewith)

9. **OTHER MATTERS APPROVED DURING CORONAVIRUS RECESS**

(a) Height Restriction Barrier and Lower Vehicle Restriction Barrier

(b) Storage of Scout Trailer in Grounds Compound

(c) Local Authority Emergency Assistance Grant

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

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

Request from Community Warden (herewith)

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

(a) Plans for Comment

(b) Plans dealt with under delegated power during recess

TM/20/01441/FL	Alterations to existing warehouse to provide additional Doors for means of escape and installation of plant <b>NO OBJECTION</b>	Unit 1 Invicta park New Hythe Ln
TM/20/01574/TNCA	Re-pollarding of 4 x Limes, 2 x Sycamores, removal of one dead Sycamore, removal of two dead Horse Chestnuts and replacement with new two native mature trees to preserve the tree line feature <b>NO OBJECTION</b>	The Old Mill House, 51 The Stream
TM/20/01424/FL	Alternative roof layout to the existing approved roof layout on application TM/29/00482/FL <b>NO OBJECTION</b>	427 London Rd
TM/20/01555/FL	Single storey rear extension <b>NO OBJECTION</b>	17 Orchard Gr
TM/20/01575/FL	Single storey front/double storey side/part double storey rear extension <b>NO OBJECTION</b>	4 Fernleigh Rs
TM/20/01721/FL	Single storey rear extension <b>NO OBJECTION</b>	559 London Rd

TM/20/01736/FL	Remove existing garage and porch. Two storey side extension and porch <b>This development is on a dangerous 'S' Bend and there is insufficient detail about adequate off road parking</b>	42 Bradbourne Ln
TM/20/1737/FL	Remove existing ground floor side extension and porch. Two storey side extension and porch. <b>This development is near a dangerous 'S' Bend and there is insufficient detail about adequate off road parking</b>	69 St Peter's Rd

(c) Plans dealt with by Area 3 Committee

TM/20/01245/TPOC	Strawberry tree in front of house to prune to reduce height due to shading in house, also branches are Hanging over road and foot path <b>APPROVED ON 20 JULY 2020</b>	1 Ditton Ct Cl
TM//20/00705/FL	Details of conditions 4 (desktop study), 5 (site Investigation) and 10 (slab levels) submitted pursuant to planning permission TM/17/00101/FL (Erection of three new 3 bedroom dwellings at the Rear of 42 New Road Ditton) <b>APPROVED ON 29 JUNE 2020</b>	Kentish Quarryman 42 New Rd
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 <b>APPROVED ON 21 AUGUST 2020</b>	675 London Rd
TM/20/01441/FL	Alterations to existing warehouse to provide additional Doors for means of escape and installation of plant <b>APPROVED ON 21 AUGUST 2020</b>	Unit 1 Invicta park New Hythe Ln
TM/20/01574/TNCA	Re-pollarding of 4 x Limes, 2 x Sycamores, removal of one dead Sycamore, removal of two dead Horse Chestnuts and replacement with new two native mature trees to preserve the tree line feature <b>NO OBJECTION ON 21 AUGUST 2020</b>	The Old Mill House, 51 The Stream
TM/20/01207/FL	Outline Application: detached dwelling circa 110SqM on parcel of land next to existing terrace of dwellings <b>APPROVED 4<sup>TH</sup> AUGUST 2020</b>	Land Adj 15 Station Rd

(d) 'B' Lists

20/25 - 22.06.2020; 20/26 - 29.06.2020; 20/27 - 06.07.2020; 20/28 - 13.07.2020;  
20/29 - 20/07/2020; 20/30 - 27.07.2020; 20/30 - 27.07.2020; 20/31 - 03.08.2020;  
20/32 - 10.08.2020; 20/33 - 17.08.2020; 20/34 - 24.08.2020; 20/35 - 01.09.2020;

(e) Ditton Edge

- (i) Update
- (ii) Communication from Borough Cllr Cooper re S.106 payments

- (f) TMBC Local Plan Examination Dates [info herewith]
- (g) TM/19/02900/FL – Cobdown Lodge – appeal [herewith]
- (h) Aylesford Newsprint [ info from D Thornewell herewith]

13. **CHRISTMAS & NYE DANCES**

14. **REMEMBRANCE DAY**

15. **DITTON GAZETTE**

16. **MEETINGS**

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

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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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18. **DITTON COURT QUARRY** [info from solicitor, herewith]

19. **LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2020/21**

20. **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.