

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 3RD JUNE 2019 AT 7.30PM

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

(Mrs) Nicola Greenaway
Clerk of the Council

Tel: 01732 844749
Email: clerk@dittonparishcouncil.gov.uk
Website: www.dittonparishcouncil.gov.uk

29th May 2019

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF INTERESTS & EXPENDITURE**
4. **CASUAL VACANCIES**
5. **CONFIRMATION & SIGNING OF MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON 13th MAY 2019**
6. **MATTERS ARISING**
7. **MINUTES OF MEETINGS HELD DURING MAY 2019**
 - (a) For Confirmation and Signing
 - (i) Planning Committee, 20th May 2019 – to follow
 - (ii) Open Spaces & Amenities Committee, 20th May 2019 – to follow
 - (iii) Community Centre Committee, 29th May 2019 – to follow
8. **CORRESPONDENCE**
 - (a) For Noting

Ditton Twinning Assoc: Minutes of AGM on 7th May 2019

T&M Citizens Advice: Thank you for continued support

KALC: News - April 2019
Kent Police Rural Liaison Team
Digital Accessibility Conference
Household Waste Site/Funding to tackle fly tipping
NALC Chief Exec Bulletins

Kent JPCTCG: Change of meeting date from 20th June TBA

KentARA: Kent Active Summer 2019

Tonbridge & Malling Ramblers: Walks June – September 2019

For Decision (Copies herewith)

KALC: Annual Councillors Conference 18.07.2019
Dynamic Councillor Days – Various
Communication and Social Media Networking Event
Introduction to Planning

9. **FINANCE**

(a) Accounts For Payment

May Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£23,733.04</i>
	<i>Net</i>	<i>£16,956.58</i>

Accounts for Payment

Commercial Services	Fire Risk Review	VAT	480.00	£480.00
Host My Office	Monthly It Support	VAT	233.50	£280.20
CPRE	Annual membership		36.00	£36.00

May Imprest Account– Reimbursement of May Expenses

16.05.19	Cash	Abba Chique	£600.00
17.05.19	Amy Hill	Deposit Refund	£50.00
23.05.19	T Parker	Re-issued cheque	£58.86
28.05.19	Cash	Bar Petty Cash	£170.10
29.05.19	N Saunders	Expenses reimbursement	£24.50

(b) Direct Debits - Paid During May 2019

09.05.19	Sky	Monthly Subscription	£322.80
14.05.19	Mecklenburgh	Bar Stock	£234.89
15.05.19	Bankline	Monthly Charge	£41.73
15.05.19	DHFE	Till Rental	£369.60
15.05.19	Dual Energy	Energy	£2,102.00

15.05.19	FDMS	Monthly Card Charges	£86.49
16.05.19	Sage	Monthly Subscription	£24.00
20.05.19	Wex	Petrol Card	£138.60
20.05.19	Heineken	Bar Stock	£6,133.83
24.05.19	BOC	Bar Gas	£150.00

(c) BACs Payments - Paid During May 2019

14.05.19	St Peters Preschool	Reimbursement of rent	£650.00
14.05.19	S Ricketts	Acorn Room deposit	£3,000.00
14.05.19	R Walvin	1 st June deposit	£50.00
14.05.19	P Beautridge	Labour Charge	£100.00
15.05.19	HMRC	Monthly NI/PAYE	£3,512.35
15.05.19	KCC Pension	Monthly Pension	£2,454.79
21.05.19	Kent & Sussex	Outside Bar 01.06.19	£702.00

(d) Debit Card Payments – Paid during May 2019

16.05.19	Jayar	Mower Battery	£78.34
20.05.19	WP Timko Ltd	OSA Tools	£25.78
20.05.19	LSC UK	OSA Tools	£209.32
20.05.19	Screwfix	OSA Tools	£133.07

(e) Statement of Accounts for Financial year 2018/2019 (front sheets, policies, RFO statement, balance, income & expenditure sheets herewith)

For approval, signing and adoption

(f) External Audit/Annual Governance and Accountability Return for Financial Year 2018/2019

(i) ANNUAL GOVERNANCE STATEMENT FOR 2018/19

For approval and signing

(ii) ACCOUNTING STATEMENTS FOR 2018/19

For approval and signing

(g) Internal Audit

Final Visit 2018/19 [4th visit report (if available & annual report (for annual return) herewith]

(h) Investment – information from CCLA

(i) Councillor E-mail – update if available

(j) Additions/Deletions to Bank Mandate

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

11. **REPORT FROM NEIGHBOURHOOD POLICING TEAM**

12. **DATE SENSITIVE PLANNING & HIGHWAYS MATTERS**

(a) Plans Received for Comment

TM/19/01099/FL	Single storey rear extension	59 St Peter's Road
TM/19/01102/FL	Single storey infill extension	3 Franklin Kidd Lane
TM/19/01052/FL	Proposed ground floor front and first floor side extension	41 Medina Road

(b) Ditton Edge Proposed Development – update if available

(c) Agenda for T&M Area 3 Meeting on 6.6.19 [for noting]

13. **PARISH PHOTO**

14. **TWINNING**

(a) Bastille day – 13th/14th/15th July 2019

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 QUARRY LNR** – correspondence herewith

17. **CLOSURE**

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 will 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.