

DITTON PARISH COUNCIL

NOTICE IS HEREBY GIVEN OF A MEETING OF DITTON PARISH COUNCIL TO BE HELD IN **THE DON CARMAN HALL** AT DITTON COMMUNITY CENTRE ON **MONDAY 7th DECEMBER 2020 AT 4.00PM**

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

(Mrs) Nicola Greenaway
Clerk of the Council

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2nd December 2020

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATION OF INTERESTS**
4. **CASUAL VACANCIES**
5. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 2nd NOVEMBER 2020**
6. **MATTERS ARISING**
7. **MINUTES OF MEETINGS HELD DURING OCTOBER 2020** [FOR CONFIRMATION & SIGNING]
 - (a) Personnel Committee, Monday 23rd November 2020
8. **CORRESPONDENCE**
 - (a) For Noting

| | |
|------------------------|---|
| NALC: | <u>Chief Executive's Bulletins</u> |
| Local Councils: | <u>Update December 2020</u> |
| Kent Resilience Forum: | <u>Brexit end of transition contingency plans</u> |
 - (b) For Decision [nothing received to date]

9. **FINANCE**

(a) Payments to be Ratified

November Payroll Summary

| | | |
|----------------|--------------|-------------------|
| <i>Monthly</i> | <i>Gross</i> | <i>£19,009.81</i> |
| | <i>Net</i> | <i>£14,818.79</i> |

November Accounts (approved and paid 19.11.20)

| | | | | |
|------------------------|---|-----|---|----------|
| Community Centre | | | | |
| Envirocure | Monthly testing and descaling | VAT | 68.33 13.67 | £82.00 |
| Maidstone Ind Cleaners | Window Clean | | 260.00 | £260.00 |
| Castle Water | Water Supply Billing Adjustment | VAT | 190.97 (10.24) 38.19 | £218.52 |
| Kent Boilercare | Carman Room heating Carman Room Thermostat | VAT | 114.00 216.60 66.12 | £396.72 |
| Capital Cleaning | Cleaning Supplies | | 142.49 8.13 232.20 69.07 | £451.89 |
| S Ricketts | Repairs | | 280.00 | £280.00 |
| Bar | | | | |
| Lansdell | Bar Stock | VAT | 56.96 10.00 | £66.96 |
| TMBC | Licence Fee | | 360.00 | £360.00 |
| F&A | | | | |
| Commercial Services | Vehicle Lease Additional Road Fund Licence | VAT | 302.78 35.00 60.56 | £398.34 |
| KCS | Stationary | VAT | 57.70 11.54 | £69.24 |
| OSA | | | | |
| EDF | NRRG Street Light energy | VAT | 74.10 3.71 | £77.81 |
| Play Inspections | Annual playground inspections | VAT | 225.00 45.00 | £270.00 |
| Lister Wilder | Mower parts | VAT | 127.82 23.24 | £151.06 |
| Travis Perkins | Repair materials | VAT | 102.59 20.52 | £123.11 |
| KCS | Line marker | VAT | 105.80 21.16 | £126.96 |
| Castle Water | Water Supply - NRRG Credit – March 20 - NRRG Billing Adjustment - NRRG | VAT | 41.15 (85.81) (13.34) 8.23 | (£49.77) |
| Castle Water | Water Supply - Kilnbarn Credit – Kilnbarn - March 20 Credit – Kilnbarn - Oct 20 | VAT | 668.90 (237.38) (61.54) 133.78 | £503.76 |
| Aquaid | Water Coolers | VAT | 35.96 7.19 | £43.15 |

(b) Direct Debits Paid During November 2020

| | | | |
|----------|---------------------|----------------------|-----------|
| 30.10.20 | NCS | Equipment Hire | £24.16 |
| 30.10.20 | NCS | Telephone | £46.49 |
| 30.10.20 | O2 | Mobile phone | £27.52 |
| 04.11.20 | HMRC | Gaming Machine Duty | £32.04 |
| 06.11.20 | Commercial Services | Gas Supply | £350.48 |
| 09.11.20 | Rentokil | Washroom Services | £274.03 |
| 09.11.20 | Sky | Sky Sports | £338.40 |
| 12.11.20 | Commercial Services | Electricity Supply | £2,526.51 |
| 16.11.20 | Bankline | Monthly Charge | £50.06 |
| 16.11.20 | The Safety Effect | Health & Safety | £114.00 |
| 16.11.20 | Sage | Monthly Subscription | £153.00 |
| 16.11.20 | DHFE | Till Rental | £117.60 |
| 16.11.20 | WEX | Fuelcard | £73.96 |
| 16.11.20 | Paymentsense | Monthly charge | £54.00 |
| 20.11.20 | Heineken | Bar Stock | £3,769.19 |
| 23.11.20 | EDF | Streetlight - NRRG | £77.81 |
| 24.11.20 | WEX | Fuelcard | £1.80 |
| 25.11.20 | BOC | Bar Gas | £121.68 |
| 26.11.20 | Host My Office | IT Support | £350.40 |
| 27.11.20 | Paymentsense | Monthly Charge | £53.76 |
| 30.11.20 | BT | BT Sports | £23.10 |
| 30.11.20 | Veolia | Refuse Collection | £355.08 |
| 30.11.20 | NCS | Equipment Hire | £24.16 |
| 30.11.20 | NCS | Telephone | £43.91 |
| 30.11.20 | NEST | Monthly pension | £416.60 |

(c) BACs Payments made During November 2020

November BACS Payments (not previously listed)

| | | | |
|----------|------------|-------------------|-----------|
| 05.11.20 | N Saunders | OSA Reimbursement | £20.10 |
| 16.11.20 | KCC | Monthly Pension | £2,931.31 |
| 16.11.20 | HMRC | Monthly PAYE/NI | £3,584.10 |

(e) Debit Card Payments – November 2020

| | | | |
|----------|-------------|--------------------------|--------|
| 12.11.20 | LovelyFlora | Remembrance Day thankyou | £16.64 |
|----------|-------------|--------------------------|--------|

(d) Business Update – Community Centre, Kilnbarn Bar & Heineken Agreement

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

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

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

(a) Plans for Comment

TM/20/02445/FL

Erection of 6 No. dwellings including associated access road, car parking and landscaping

Cobdown Sports Ground

| | | |
|---|--|-------------------------------------|
| TM/20/02447/FL | Single storey side front extension with a storm porch protected landing and ramp access. Extension subservient to the front line of the building and in symmetry with the existing side pitched roof protrusion. | 3 Clobdown Cl |
| TM/20/02618/FL | Single storey side and rear extensions | 19 Cobdown Cl |
| TM/20/02623/TPOC | T1 Ash to reduce by 25%; T2 Ash to reduce by 30% in height; T3 Lawson Cypress to reduce by 50% | 84 Acorn Grove |
| (b) <u>Plans dealt with under delegated power</u> | | |
| TM/20/02355/FL | Demolition of existing single storey rear extension and erection of two storey rear extension NO OBJECTION | 183 Woodlands Rd |
| TM/20/02393/FC | Felling Licence Consultation NO COMMENT | Land Rear of 36&38 Bradbourne Ln |

(c) Plans dealt with by Area 3 Committee

| | | |
|------------------|---|-------------------|
| TM/20/02151/TPOC | Ash T1 to cut back approx. 2m from 3 east facing branches APPROVED ON 05.11.2020 | 5 Ditton Ct Close |
| TM/20/01929/TPOC | T1 and T2 Lawson Cypress Trees – felling of Both trees. APPLICATION WITHDRAWN ON 10.11.2020 | 663 London Rd |
| TM/20/02138/FL | Single storey front extension with mono-pitch roof APPROVED ON 16.11.2020 | 175 Woodlands Rd |
| TM/20/02267/FL | Single storey rear extension and first floor side extension over existing garage APPROVED ON 27.11.2020 | 26 Ragstone Ct |
| TM/20/02284/TPOC | Group of 4 sycamores to be coppiced to reduce shading APPROVED ON 25.11.2020 | 15 Ditton Place |

(d) Ditton Edge - update

- (i) Suggestion for New Rd from Borough Cllr Oakley

(e) Aylesford Newsprint [update if available]

13. **JANUARY 2021 MEETINGS**

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**

15. **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.