

## 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 5<sup>H</sup> AUGUST 2024** AT **7.30PM**

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

(Mrs) Nicola Greenaway  
Clerk of the Council

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31<sup>st</sup> July 2024

### **AGENDA**

1. **OPENING OF MEETING**
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF INTERESTS**
4. **CASUAL VACANCY** *[applicant details herewith]*
5. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8<sup>TH</sup> JULY 2024**
6. **MATTERS ARISING**
7. **MINUTES OF MEETINGS HELD DURING JULY 2024**  
For Confirmation and Signing
  - (a) Community Centre Committee, 15<sup>th</sup> July 2024 – herewith
  - (b) Planning, Highways & Transportation Committee, 22<sup>nd</sup> July 2024 – herewith
  - (c) Open Spaces & Amenities Committee, 22<sup>nd</sup> July 2024 – herewith
8. **CORRESPONDENCE**
  - (a) For Noting

Ditton Twinning Assoc:	<u>Minutes of Meeting, 18<sup>th</sup> July 2024</u>
Rang du Fliers:	<u>Mm. Nicole Brouet</u>
	<u>Au Cou'Rang – Info Municipale June 2024</u>
KCC:	<u>Local Transport Plan – Public Consultation</u>

For Decision [none received to date]

9. **FINANCE**

(a) Accounts For Payment

**July Payroll Summary**

Monthly	Gross	£30,249.73
	Net	£23,376.02

**July BACS Payments (not previously listed)**

05.07.24	N Newman	Bastille Day	£278.00
05.07.24	L Horley	Kilnbarn Entertainment	£230
19.07.24	Kent & Sussex	Bar Stock	£1,653.34
19.07.24	KD Drainage	Blocked Pipework	£180.00
19.07.24	S Craig	Reimbursement - Key Cutting	£38.00
25.07.24	M Beautridge	Bar Services	£71.64
25.07.24	Kent & Sussex	Bar Stock	£1,135.93
26.07.24	EDF	NNRG Electric	£25.41
31.07.24	HMRC	PAYE/NIC	£4,531.79
31.07.24	KCC	Pension Contributions	£1,527.88

**July Deposit Refunds**

02.07.24	Carman Room 26.06.24	£77.63
03.07.24	Carman Room 30.06.24	£50.00
03.07.24	Carman Room 28.06.24	£60.00
04.07.24	Carman Room 29.06.24	£65.00
19.07.24	Oaken Hall 06.07.24	£75.00
19.07.24	Carman Room 06.07.24	£65.00
26.07.24	Carman Room 14.07.24	£50.00
29.07.24	Carman Room 14.07.24	£50.00

(b) Direct Debits - Paid During July 2024

**July Direct Debits**

01.07.24	WEX	Fuelcard	£28.74
01.07.24	O2	Mobile Phone	£20.51
01.07.24	TMBC	Business Rates	£349.00
03.07.24	Carlsberg	Cellar Services	£187.50
08.07.24	Commercial Services	Energy – Carpark Lighting	£88.01
08.07.24	WEX	Fuelcard	£74.44
08.07.24	Rentokil Initial	Washroom Services	£172.80
09.07.24	SKY	Sky TV	£433.86
09.07.24	Carlsberg	Bar Stock	£2,379.48
12.07.24	Siemens	Equipment Rental	£972.13
12.07.24	FDMS	Card Charges	£547.34
15.07.24	Bankline	Bank Charges	£105.20
15.07.24	Safety Effect	H&S Support	£114.00
15.07.24	Commercial Services	Energy	£950.22
15.07.24	DHFE	Equipment Rental	£369.60

16.07.24	SAGE	Software Subscription	£236.40
16.07.24	Carlsberg	Bar Stock	£2,722.44
22.07.24	Hugo Fox	Website Subscription	£23.99
22.07.24	EDF	Energy – NRRG Streetlight	£301.27
23.07.24	Carlsberg	Bar Stock	£1,260.72
24.07.24	Host My Office	IT Support	£402.12
25.07.24	TNT Sports	Sports TV	£445.44
25.07.24	BOC	Bar Gas	£269.70
25.07.24	Everflow	Water Consumption	£862.54
26.07.24	Focus	Telephone Charges	£42.44
26.07.24	Paymentsense	Card Charges	£16.80
26.07.24	Focus	Telephone Lease	£165.00
29.07.24	NEST	Pension Contributions	£814.04
29.07.24	Veolia	Refuse Collection	£501.26
30.07.24	Carlsberg	Bar Stock	£2,480.05
31.07.24	02	Mobile Phone	£20.51
31.07.24	Carlsberg	Bar Stock	£187.20

(c) BACs Payments - Paid During July 2024

**Accounts (approved and paid 05.07.24)**

<b>Community Centre</b>				
KCS	Cleaning & Consumables		57.91	
	Cleaning & Consumables		142.45	
	Underpayment in June		7.69	
		VAT	40.07	£248.12
Capital Cleaning	Cleaning & Consumables		114.00	
		VAT	22.80	£136.80
Maidstone Cleaners	Window Cleaning		260.00	£260.00
1 <sup>st</sup> A Pest Control	Quarterly Pest Control		60.00	
		VAT	12.00	£72.00
KBC	Heating Repairs		324.00	
	Annual Service/Gas Safety		506.00	
		VAT	376.34	£996.00
S&J Cleaning	Cleaning Supplies		68.10	
		VAT	13.62	£81.72
Envirocure	Annual Calorifier Inspections		440.00	
	Annual TMV Tests		230.00	
	Monthly Monitoring		48.75	
		VAT	143.75	£862.50
Sunbelt	Barriers – Music Event		100.43	
		VAT	20.08	£120.51
M Matei	Cleaning Services		56.00	£56.00
<b>Bar</b>				
All Chilled	Glass Washer Repair		72.44	
	Glass Washer Repair		98.00	
		VAT	34.09	£204.53
Kent & Sussex	Bar Stock		929.34	
			658.42	
		VAT	317.57	£1,905.33
Lansdell	Bar Stock		477.40	
			445.50	
			109.04	

		VAT	105.69 210.34	£1,348.17
Andy Payne	Outside Lights	VAT	525.00 105.00	£630.00
<b>F&amp;A</b>				
Sunstone	CCTV Maintenance Contract	VAT	1575.17 315.03	£1,890.20
Aquaid	Water Coolers	VAT	272.94 54.59	£327.53
KCC	Internal Audit		552.00 110.40	£662.40
<b>OSA</b>				
Travis Perkins	Ear Muffs	VAT	8.78 1.76	£10.54
CW Milner	Trial Pit – NRRG Changing Rooms	VAT	1082.00 216.40	£1,298.40
Lister Wilder	Strimmer Cord	VAT	79.66 15.94	£95.60
Chubb	Annual Alarm Contract	VAT	316.65 63.33	£379.98

### Accounts (approved and paid 25.07.24)

<b>Community Centre</b>				
Glass & Mirror Co	Replacement Window Window Repair	VAT	590.00 195.00 157.00	£942.00
Envirocure	Legionella Monitoring	VAT	88.75 17.75	£106.50
Capital Cleaning	Claening & Consumables	VAT	88.37 17.67	£106.04
A Short Locksmith	Replacement Locks/Keys		220.00	£220.00
<b>Bar</b>				
Lansdell	Bar Stock	VAT	125.29 385.07 321.81 156.18	£988.35
BSS Stocktaking	Stocktake		150.00	£150.00
<b>F&amp;A</b>				
Atlas	Alarm Activation	VAT	115.00 23.00	£138.00
Gallagher Insurance	Cyber Insurance		341.60	£341.60
<b>OSA</b>				
Safeplay	Playground Repairs	VAT	395.00 79.00	£474.00
Travis Perkins	Consumables	VAT	8.38 1.68	£10.06
KCS	White liner	VAT	129.90 25.98	£155.88

### (d) Debit Card Payments – July 2024

#### July Debit Card

03.07.24	Amazon	Protective Clothing	£63.06
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09.07.24	Amazon	Prime Subscription	£8.99
10.07.24	Wickes	Fencing Supplies	£77.60
11.07.24	Hedges Direct	Plants	£43.96
12.07.24	Bloom & Wild	Get Well Floorers	£25.60
16.07.24	Catering Appliance	Glasswasher	£1,432.79
18.07.24	Tesco	Office/Bar Consumables	£95.29
19.07.24	EVITE	Invitations	£79.36
22.07.24	Amazon	Soap Dispensers/Bar Sundries	£126.84
22.07.24	Amazon	OSA Consumables	£17.66
23.07.24	Cableties	OSA Consumables	£26.03
24.07.24	Direct Hygiene	Toilet Roll Holders	£72.30
24.07.24	Barmans Ltd	Bar Equipment	£61.59
24.07.24	Wickes	Fencing Supplies	£14.00
26.07.24	Screwfix	Toilet Seats	£59.98

(e) CCLA Dividend at 30/06/2024

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

11. **REPORT FROM NEIGHBOURHOOD POLICING TEAM** [if available]

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

(a) Plans Received for Comment

24/01010/PA - 36, BRAMPTON FIELD, DITTON, AYLESFORD, ME20 6ED

Lawful Development Certificate Proposed: Conversion of loft to habitable room incorporating a rear dormer and 3 rooflights in the front roof slope

24/01133/PA - 109, PRIORY GROVE, DITTON, AYLESFORD, ME20 6BD

Erection of single storey part side/part front extension

24/01159/PA - 5, DITTON COURT CLOSE, DITTON, AYLESFORD, ME20 6PQ

Ash tree in the right corner of the property, it has been reduced very poorly and my client would like me to prune the uncut bits to match in to the branches cut already, this is around a 25% reduction. Standing in Area A1 of Tree Preservation Order

(b) Plan dealt with between meetings

24/01127/PA - LAND AT COBDOWN, Station Road, Ditton, Aylesford

This Council is concerned about the visual impact this application may have on the neighbours opposite, as this is in an area without existing development.

Sports England do not appear to have been consulted, but should be as it may affect an area linked to sports.

There are concerns on the affect the plan will have on the private organisation occupying the site and the commercial impact which may result.

If the application was approved, it was suggested that a screen of trees be put along the fence in front of the kiosks to improve the outlook.

(c) Plans dealt with by TMBC Area 3 Committee

24/00450/PA - 32, GORSE CRESCENT, DITTON, AYLESFORD, ME20 6EX

T1 (applicants ref) - Conifer – Fell. Roots are causing block paved drive to lift., blocking out light to owners house and immediate neighbour. It would not be possible to reduce the tree in height and maintain a good shape, therefore removal would be the best option. Standing in Woodland W1 of Tree Preservation Order

**Approved - 26 Jul 2024**

24/00916/PA - Unit 4, INVICTA PARK, New Hythe Lane, Larkfield, Aylesford, ME20 7FG

Consultation by KCC: Application to vary condition 9 of planning permission TM/22/942 (KCC/TM/0057/2022) to permanently amend the permitted hours of operation to include the 24 hour a day, 7 days a week working arrangements previously permitted on a trial basis by condition 10 of TM/22/9429 (KCC reference: KCC/TM/0081/2024)

**No Objection – 24 Jul 2024**

24/00912/PA - UNIT 2, Newsprint Avenue, Panattoni Park, Aylesford, ME20 7XH

Details of condition 6 (External Materials) pursuant to Planning permission 20/01820/OAEA - Outline Application: Hybrid planning application for the following development: Outline planning permission (all matters reserved) for the erection of flexible B1c/B2/B8 use class buildings and associated access, servicing, parking, landscaping, drainage, remediation and earthworks; and, Full planning permission for erection of two warehouse buildings for flexible B1c/B2/B8 use class, realignment of Bellingham Way link road, creation of a north/south spine road, works to the embankment of Ditton Stream, demolition of existing gatehouse and associated servicing, parking, landscaping, drainage, infrastructure and earthworks

**Approved – 25 Jul 2024**

(d) Ditton Edge [Orchard Mill] [update if available]

(e) Bradbourne Development [update if available]

(f) Delegation of Planning Comments during August Recess

(g) Open Letter

13. **SECURITY OF RECREATION GROUNDS**

14. **COMMUNITY CENTRE 50 YEAR ANNIVERSARY**

15. **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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16. **STAFF MATTERS**

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.