

## DITTON PARISH COUNCIL

MINUTES OF A MEETING OF DITTON PARISH COUNCIL HELD IN THE DON CARMAN HALL AT DITTON COMMUNITY CENTRE ON **MONDAY 2<sup>nd</sup> NOVEMBER 2020**

PRESENT: CLLRS.J LOVER (CHAIRMAN), N NEWMAN, MRS J DEARDEN, MRS K DENNISON, A LAIDOUCI, A R MULCUCK, M J PORTER, C ROOK, MRS A THROSSELL & MRS J THWAITES  
 TMBC BOROUGH CLLR D COOPER  
 MRS N GREENAWAY [Clerk of the Council],

63. **OPENING OF MEETING**

The meeting was opened by the Chairman at 7.00pm.

64. **APOLOGIES FOR ABSENCE**

Apologies were **RECEIVED** from Cllr Mrs Godden. The previously notified reason for absence was **ACCEPTED** and **APPROVED** and recorded in the absence book Ref.459. Apologies were also received from Borough Councillor Cannon and KCC Warden Sue Absolon.

65. **DECLARATION OF INTERESTS**

There were no declarations of interest.

66. **CASUAL VACANCIES**

**NOTED** no further enquiries had been received.

67. **CONFIRMATION & SIGNING OF MINUTES OF THE PARISH COUNCIL MEETING HELD 5<sup>th</sup> OCTOBER 2020**

The minutes of the above meeting were **CONFIRMED** and **SIGNED** as a true record.

68. **MATTERS ARISING**

(a) Electric Vehicle Charging Point [Page 31, Item 44(a)]

It was **NOTED** that the Council's application for funding for a charging point had been successful in reaching the next stage. It was **NOTED** that the council may have to "match" fund to get through the next stage, so an offer to do so was required. The Clerk advised that another Dividend payment from CCLA had been received so part of this could be used.

**RESOLVED** to match fund up to £2,000.00 [from the CCLA Dividends] if necessary to enable the provision of two Electric Vehicle Charging Points

69. **MINUTES OF MEETINGS HELD DURING OCTOBER 2020** [FOR CONFIRMATION & SIGNING](a) Personnel Committee, Monday 12<sup>th</sup> October 2020

The minutes of the above meeting were presented by Cllr Mrs Dearden and **CONFIRMED** and **SIGNED** as a true record.

70. **CORRESPONDENCE**

The following correspondence was available at the meeting but could not be circulated. The Clerk advised she would be happy to make copies of any of the items if Members wished to take them away to read.

(a) For Noting

NALC: Chief Executive's Bulletins

Local Councils: Update November 2020

Gatwick Airport: Introduction of charges for vehicles using forecourts

71. **FINANCE**(a) Payments to be Ratified

**RESOLVED** the following payments, already **APPROVED**, be **RATIFIED**:-

**October Payroll Summary**

<i>Monthly</i>	<i>Gross</i>	<i>£22,740.90</i>
	<i>Net</i>	<i>£15,747.50</i>

**October Accounts (approved and paid 22.10.20 )**

Community Centre				
Record UK	Automatic door service		232.50	
		VAT	46.50	£279.00
Southern Care Maintenance	Disabled Hoist service		55.00	
		VAT	11.00	£66.00
Envirocure	Monthly Legionella		48.33	
		VAT	9.67	£58.00
Chubb	Fire Alarm service		161.91	
		VAT	32.38	£194.29
KCS	Consumables Stationary		5.84	
		VAT	47.79	
			10.73	£64.36
Bar				
Lansdell Soft Drinks	Bar Stock		66.91	
			97.35	
		VAT	88.95	
			47.72	£300.93
All Chilled	Annual cooler service		290.00	
		VAT	58.00	£348.00

F&A				
Commercial Services	Vehicle Lease Maintenance Credit	VAT	302.78 (27.99) 54.96	£329.75
J Dowle	Height Barrier	VAT	4940.00 988.00	£5,928.00
Aquaid	Water Coolers	VAT	39.98 8.00	£47.98
PKF	Annual Return review	VAT	2000.00 400.00	£2,400.00
KCC	Quarterly Audit	VAT	495.00 99.00	£594.00
OSA				
Chubb	New alarm fobs Annual intruder alarm	VAT	150.81 784.73 187.10	£1,122.64
Castle Water	Water charges C/fwd Credit	VAT	286.36 (182.53) 20.76	£124.59
Agwood	Machinery Parts	VAT	84.90 16.98	£101.88
Aylesford Tyre & Auto Centre	Mower Tyre	VAT	14.25 2.85	£17.10
Astra Security	Security Padlock Keys	VAT	109.25 21.85	£131.10
A & F Services	Hedge Cutting	VAT	250.00 50.00	£300.00
EDF	NRRG Changing Room - Electric	VAT	22.95 2.12	£25.07

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

12.10.20	Oaken Hall – 21.11.20	£172.50
14.10.20	Carman Room – 18.04.20	£245.00

#### September Imprest Payments

08.09.20	Cash	Petty Cash reimbursement	277.51
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#### (b) Direct Debits Paid During October 2020

**RESOLVED** the following direct debits be **ACCEPTED** and **APPROVED**:-

02.10.20	Paymentsense	Card Charges	£42.00
05.10.20	WEX	Fuel Card	£1.80
06.10.20	Commercial Services		£330.14
06.10.20	Siemens	Photocopy Lease	£922.05
07.10.20	Sky	Sky rental	£458.46
08.10.20	Commercial Services	Electricity Supply	£41.31
12.10.20	WEX	Fuel card	£43.14
12.10.20	Rentokil Initial	Washroom services	£274.03
14.10.20	FDMS	Card Charges	£67.49
15.10.20	Bankline	Monthly charges	£62.84
15.10.20	Safety Effect	Monthly H & S	£114.00

15.10.20	DHFE	Till rental	£117.60
15.10.20	Paytek	Card Machine charges	£54.00
16.10.20	Sage	Monthly subscription	£153.00
19.10.20	BT	Phone charges	£130.24
20.10.20	Heineken	Bar Stock	£1,819.06
23.10.20	BOC	Bar Gas	£154.90
26.10.20	WEX	Fuel card	£1.80
26.10.20	NEST	Monthly pension	£460.72
28.10.20	Host My Office	IT Support	£350.40
28.10.20	BT	BT Sports	£305.78
28.10.20	Veolia	Refuse Collection	£372.72

(c) BACs Payments made During October 2020**October BACS Payments (not previously listed)****RESOLVED** the following BACs be **ACCEPTED** and **APPROVED**:-

09.10.20	Unison	Annual contributions	£168.00
15.10.20	HMRC	PAYE/NI	£4,547.76
15.10.20	KCC Pension	Pension contributions	£3,420.33

(d) Debit Card Payments – October 2020**RESOLVED** the following debit card payments be **ACCEPTED** and **APPROVED**:-

02.10.20	Lovely Flowers	Staff bereavement	£20.04
05.10.20	Amazon	Stationery	£37.22
14.10.20	Argos	Bar Stool	£31.45
15.10.20	Screwfix	OSA supplies	£31.94
21.10.20	Bryco	Machinery parts	£107.88
22.10.20	Tesco Mobile	Mobile phone top-up	£20.00
22.10.20	Royal British Legion	Remembrance wreaths	£51.00
22.10.20	Bryco	Machinery parts	£33.52
23.10.20	Amazon	Stationery	£45.87
23.10.20	Royal British Legion	Remembrance wreath	£17.00

(d) Business Update – Community Centre and Kilnbarrow Bar

Cllr Mrs Dearden **REPORTED** that some hirers that were able to, had been using the Centre and the Bar had been open and doing reasonably well despite the restrictions. It was **NOTED** that both would have to close on 5<sup>th</sup> November in line with the Government Guidance and would only re-open when Government Guidance permitted them to.

(e) Internal Audit Visit 1 2020/21**READ** and **NOTED** there were no matters to bring to the council's attention.(f) Annual Allotment Rent Review

It was **NOTED** that in previous comparisons, the rates charged at Ditton are substantially lower than other areas and maintenance costs including water were increasing year on year.

**RESOLVED** to increase allotment rents by 10% for the forthcoming year.

## 72. REPORTS FROM BOROUGH & COUNTY COUNCILLORS

TMBC Borough Cllr David Cooper **REPORTED** on the following items:

- The Borough Council's Coronavirus data showed that up to 23<sup>rd</sup> October there were 29 active cases in the borough and the borough was the lowest in Kent with a rate of 45.4 per 100,000, which is significantly lower than the average rate in England. The biggest area of infections was education and work settings.
- Following the latest announcement of restrictions on Saturday, there was no advice yet for Remembrance Sunday events.
- Planning White Paper – the Chief Executive had written to Robert Jenrick objecting to the proposed housing numbers as they were unsustainable and the process undemocratic.
- Local Plan – the Planning Inspectorate had written to the borough council with concerns and the next hearings had been cancelled. A letter giving dates for the next hearings was awaited but the process could be delayed by months.
- Ditton Edge – a site meeting had taken place to enable Area 3 Committee members to better understand the application prior to the meeting on 19<sup>th</sup> November. He reminded members that this was an outline application and there will be public open spaces included.
- 40 Acres – TMBC rejected this application as premature. The developers have appealed the decision and the Inspectors are likely to say it is no longer premature because the Local Plan hearings have not been held. The barrister is advising TMBC to drop the objections as it is inevitable that the Borough Council would lose and the housing go ahead.
- TMBC Parking Restrictions – Phase 12 for new double yellow lines has been circulated including the layby near to the church. The two disabled bays in Golding Close would now be enforceable. Cllr Lover asked about the possibility of having double yellow lines on the bend in St Peter's Road – Cllr Cooper said he can put it forward for the next phase.
- Proposed A20 overnight closures will take place between 8.00pm and 6.00am between A228 and New Hythe Lane.

## 73. REPORT FROM NEIGHBOURHOOD POLICE/KCC WARDEN

A written report from KCC Warden Sue Absolon was **CIRCULATED** and **NOTED**:

### Welfare

As before, I continue to help support our residents with home visits, garden visits and doorstep visits. This means that I am able to see residents face to face. I am also continuing phone support where needed.

Continuing to support those who are vulnerable in our community by liaising with relevant agencies.

Although the need is not as intense as when it was lockdown I continue to deliver food parcels and prescriptions for those that need them.

### Environment

Working with PCSO Amy Sears within the community.

In communication with PCSO regarding any local issues I think they should be aware of.

Reporting fireworks in community centre car park to police and PCSO.  
 Encouraging residents to report anti social behaviour on 101.  
 Visible presence in the community.

### **Book Exchange**

We are very appreciative that Ditton Infants School allowed us to have unwanted bookcases for the book exchange. I would like to express a big thank you to them and also to Parish council who picked them up for me. Sadly although we had hoped to reopen the book exchange in a safe way, following government announcement at the weekend the book exchange remains closed because of COVID restrictions.

### **Thank you**

I continue to be very grateful to Nicola and the parish council for letting me use the premises on a daily basis. Your kind consideration to me makes it a lot easier for me to support our community.

## 74. **DATE SENSITIVE PLANNING, HIGHWAYS AND TRANSPORTATION MATTERS**

### (a) Committee Chair

Cllr Mulcuck advised that he would be happy to remain as Chair until the APM next May.

### (b) Plans for Comment

TM/20/02227/RD	Details of condition 16 (service delivery plan), 21 (site investigation) and 22 (fuel storage) submitted pursuant to planning permission 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)	675 London Rd
<b>RESOLVED</b>	NO OBJECTION	
TM/20/02284/TPOC	Group of 4 sycamores – to be coppiced to identify age	15 Ditton Place
<b>RESOLVED</b>	NO OBJECTION	
TM/20/01218/OA	Outline Application: all matters reserved except for access for the erection of up to 118 dwellings, together with associated works for access, open space, infrastructure, earthworks, surface water drainage systems and landscaping [first discussed at PC Meeting on 03.02.2020]	land adjacent to Ditton Common Barming
<b>RESOLVED</b>	TO SUPPORT TESTON PARISH COUNCIL'S OBJECTIONS TO THIS APPLICATION.	

### (c) Plans dealt with under delegated power

The following applications previously dealt with under delegated power were **READ** and **NOTED**:-

TM/20/02137/FL	Removal of rear conservatory, construction of single storey rear extension and construction of side garage with rear dormer incorporating home office in roof space	29 Ragstone Ct
	<b>NO OBJECTION</b>	

TM/20/02138/FL	Single storey front extension with mono-pitch over Roof <b>NO OBJECTION</b>	175 Woodlands Rd
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(d) Plans dealt with by Area 3 Committee

The following plans, dealt with by Area 3 were **READ** and **NOTED**:-

TM/20/01721/FL	Single storey rear extension <b>APPROVED ON 01.10.2020</b>	559 London Rd
TM/20/01736/FL	Remove existing garage and porch. Two storey Side extension and porch. <b>APPROVED ON 29.09.2020</b>	42 Bradbourne Ln
TM/20/01737/FL	Single storey front/double storey side/part double <b>APPROVED ON 06.10.2020</b>	69 St Peter's Rd
TM/20/01917/RD	Details of condition 24 (archaeological investigation) Submitted pursuant to planning permission TM/19/02841/FL (Demolition of existing buildings and erection of Class A1 food store with associated parking, landscaping and access works and installation of pedestrian crossing on London Road.) <b>APPROVED ON 27.10.2020</b>	675 London Rd
TM/20/01867/FL	Replacement boundary fencing to north-east boundary <b>APPROVED ON 19.10.2020</b>	49 The Stream

(e) 'B' Lists

The following B Lists were **READ** and it was **NOTED** that all applications for Ditton had been dealt with in items (b) or (c) above:-

05.10.2020 / 12.10.2020 / 19.10.2020 / 26.10.2020

(f) Ditton Edge – update

Cllr Rook said the Council needed to reiterate its opposition to this application. He advised that there were currently 650 objections recorded but the Council needs to try to reach out to more residents. It was **NOTED** a legal reason is required for the TMBC Councillors to refuse this application. He said that there are potentially 2 legal issues – air quality and the KCC response.

The Clerk asked if members were happy to approve the engagement of Les Henry to undertake an independent highway technical assessment.

**RESOLVED** to engage Les Henry at a fee of £500 to provide advice and a technical highway assessment to support the Parish Council's objections.

Cllr Mulcuck said more residents must be encouraged to object if they were against the application. Cllr Mrs Thwaites said there were many more objections appearing on the Nextdoor Ditton website.

It was agreed Cllr Rook would speak on behalf of the parish council at the meeting. The Clerk will publicise the date of the meeting on the Council's social media.

(g) Aylesford Newsprint [update from joint parish meeting]

Cllr Mulcuck gave a summary of the meeting that took place between Ditton, Aylesford and East Malling and Larkfield Parish Councils. It had proved very worthwhile and a united approach was being taken. He advised all parishes were in favour of the development for business use but each had issues to consider including PROWs, traffic and footpaths.

(h) Traffic Regulation Order Informal Consultation – A20 and Bradbourne Lane

**READ** and **NOTED**.

(i) TMBC Local Plan Examination Dates

It was **NOTED** that the Local Plan examination had come to a halt and information was awaited. It was **NOTED** that there is a danger if the Local Plan is delayed it may make it easier for plans to get through.

75. **REMEMBRANCE DAY**

It was **NOTED** that the church service could not go ahead on the day, only the Wreath laying service at the War Memorial.

76. **WINTER GAZETTE**

It was agreed to produce a winter gazette and invite contributors to let everyone know how they have coped through this year. It was hoped to be ready to go to print by early December.

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

There were no matters arising.

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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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78. **DITTON COURT QUARRY**

**NOTED** a response was still awaited.

79. **CONFIDENTIAL MEMORANDUM**

Confidential Memorandum Nos. 415 and 416 were **READ** and **SIGNED** as a true record. It was **NOTED** that both the Community Centre Administrator and Caretaking Supervisor would be placed on the Furlough scheme along with bar staff for the period of closure just announced.

80. **CLOSURE**

The meeting closed at 8.22pm.