

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 4TH FEBRUARY 2019 AT 7.30PM

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

[Mrs] Nicola Greenaway
Clerk of the Council

30th January 2019

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1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **DECLARATION OF INTERESTS**
4. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 14TH JANUARY 2019**
5. **MATTERS ARISING**
6. **MINUTES OF COMMITTEE MEETINGS HELD DURING JANUARY 2019**
 - (a) Community Centre Committee, 21st January 2019 [herewith]
7. **CORRESPONDENCE**
 - (a) For Noting

Ditton Twinning Assoc:	<u>Minutes of Meeting 22nd January 2019</u>
KALC:	<u>NALC Chief Exec Bulletins 2 & 4</u> <u>Draft Minutes of AGM held on 17.11.18</u>
NALC:	<u>Open Letter to Councillors</u>
KCC:	<u>Temporary Road Closures – various</u> <u>Big Conversation – Bus Pilot Consultation</u>

DD Community: Gatwick Airport Community Events

(b) For Decision (copies herewith, where available)

KALC: Annual Planning Conference – 15.03.19, Lenham CC

Lord Lieutenant of Kent: Invitation to Civic Service on 12.03.19, All Saints, Maidstone

8. **FINANCE**

(a) Accounts For Payment

January Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£16,637.25</i>
	<i>Net</i>	<i>£11,048.39</i>
<i>Weekly</i>	<i>Gross</i>	<i>£6,778.64</i>
	<i>Net</i>	<i>£5,766.47</i>

Matt Stephens	Christmas Lights – village green		£120.00	£120.00
HSS Hire	Hammer Drill Hire	VAT	£20.70 £4.14	£24.84
Commercial Services	Vehicle Lease PEAT Testing	VAT	£302.78 £270.29 £114.62	£687.69
Host My Office	February hosting	VAT	£233.50 £46.70	£280.20
EDF	New Road – Electric	VAT	£43.24 £7.14	£50.38
Capital Cleaning	Cleaning Supplies	VAT	£118.59 £23.72	£142.31

Imprest

18.12.18	Cash	Bar petty cash reimbursement	£121.66
18.12.18	N Saunders	Reimbursement – CC Lights	£29.88
18.12.18	Ditton Juniors	Seasonal Donation	£200.00
18.12.18	Ditton Infants	Seasonal Donation	£200.00
18.12.18	Ditton Pop in Club	Seasonal Donation	£100.00
18.12.18	RBLI	Poppy Wreath	£17.00
19.12.18	Martin Holman	Winter Hanging baskets	£63.00
27.12.18	Cash	Junction 5	£1,500.00
			£2,231.54

* Sum to be transferred on 4th February 2019 to return the balance to £2500.00

(b) Direct Debits - Paid During December 2018

03.12.18	WEX	Fuel Card	£84.38
03.12.18	BT	Telephone Line	£108.36
03.12.18	TMBC	Business Rates	£1,286.00
04.12.18	NEST	Pension Contributions	£212.26
05.12.18	Natwest	Mentor Services	£323.98

07.12.18	Matthew Clark	Bar Stock	£850.67
07.12.18	Sky	Monthly Subscription	£322.80
11.12.18	A Mecklenburgh	Bar Stock	£359.37
14.12.18	FDMS	Card Machine charges	£66.31
17.12.18	Bankline	Monthly charge	£53.16
17.12.18	Sage	Monthly subscription	£21.60
17.12.18	DHFE	Monthly subscription	£369.60
17.12.18	Dual Energy	Monthly charge	£1,714.00
18.012.18	ICO	Annual charge	£35.00
19.12.18	Worldpay	Monthly charge	£90.62
20.12.18	BT	Telephone line	£93.24
20.12.18	Heineken	Bar stock	£6,751.40
24.12.18	Siemens	Photocopier Lease	£188.46
24.12.18	Kent Commercial Services	Gas Account	£7,805.49
27.12.18	BT	BT Sports	£295.36
28.12.18	Kent Commercial Services	Gas Account	£1,643.13
28.12.18	A Mecklenburgh	Bar Stock	£227.23
28.12.18	Veolia	Monthly refuse	£257.40
31.12.18	NCS	Telephone Rental	£19.97
31.12.18	NCS	Telephone charges	£41.51

(c) BACS - Paid During December 2018

17.12.18	HMRC	PAYE & NI	£3,870.92
17.12.18	KCC Pension	Pension Contributions	£2,595.58
20.12.18	N Greenaway	Reimbursement	£106.37
21.12.18	BSS Stocktaking	Stocktaking Fees	£400.00
24.12.18	KCC	Audit Fee	£576.00
24.12.18	KCC	Quarry workshop action group	£600.00

(d) Debit Card Payments - Paid During December 2018

05.12.18	Zoro	Multisports Lining	£123.96
05.12.18	Click4	Balloons	£25.24
13.12.18	Amazon	Memorial plaques	£31.88
13.12.18	Iceland	Bar Supplies	£60.73
31.12.18	Paypal	KM advert	£114.00
31.12.18	JIK Software	Jobs in Kent advert	£168.00

(e) Annual Charitable Donations

(f) KCC Internal Audit – Visit 2 – [report herewith]

(g) Information from UBS re Investment

(h) Parish Dances Balance Sheet [for noting, herewith]

9. REPORTS FROM BOROUGH & COUNTY COUNCILLORS

10. COMMUNITY POLICE REPORT

11. **DATE SENSITIVE PLANNING MATTERS**

(a) Plans Received for Comment

TM/19/00125/FL	Single storey side and rear extension, internal alterations and block paving to front driveway	508 London Rd
TM/18/03009/FL	The proposal is to install (CHP) combined heat and power plant	PolyPipe Terrain College Rd
TM/18/02900/TNCA	Lime Tree – pollard	43 The Stream
TM/19/00136/FL	Section 73 application to vary planning condition 3 (floodlighting) pursuant to planning permission TM/98/01785/FL (Proposed floodlighting for multi-purpose play area consisting 8 no. floodlights units set upon 6 no. 10 metre high pylons) previously amended under planning permission TM/01/00911/FL	Ditton Community Centre

(b) 'B' Lists

19/03 - 21.01.2019; 19/04 - 28.01.2019;

(c) TMBC Area 3 Sub-Committee Decisions

TM/18/03006/TNCA	T1 Silver Birch – fell and T2 Blue Cedar – trim side branches by approx. 1.5m NO OBJECTION 16.01.19	Ditton PC Land East of Church
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(d) Ditton Edge Development [update if available]

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

13. **ANNUAL PARISH MEETING, MONDAY 29TH APRIL 2019**

(a) Format

(b) Speaker/s and/or awards

14. **DITTON GAZETTE – COPY DEADLINE**

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.

15. **CONFIDENTIAL MEMORANDUM BOOK**

16. **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, 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.