

DITTON PARISH COUNCIL

**NOTICE IS HEREBY GIVEN OF A MEETING OF DITTON PARISH COUNCIL TO BE HELD
IN THE COUNCIL CHAMBER ON MONDAY 6TH JANUARY 2025 AT 7.30PM**

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

[Mrs] Nicola Greenaway
Clerk of the Council

2nd January 2025

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1. **OPENING OF MEETING**

2. **APOLOGIES**

3. **DECLARATION OF INTERESTS**

Dispensations under the Localism Act 2011

4. **CASUAL VACANCY**

5. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 2ND
DECEMBER 2025**

6. **MATTERS ARISING**

7. **MINUTES OF OTHR MEETINGS HELD DURING 2025**

(a) Finance and Administration Committee, 16th December 2024 (herewith)

Recommendations:

ESTIMATES FOR FINANCIAL YEAR 2025/2026 [Page 125, Item 310] *(herewith)*

8. **CORRESPONDENCE**

(a) For Noting

TMBC Committee Services: Devolution White Paper

Ditton Twinning Assoc: Minutes of meeting held on 5th December 2024
Agenda for meeting on 7th January 2025

SLCC: The Clerk January 2025

Carter Jonas:	<u>New Land Agent for Tarmac Quarry land</u>
KALC:	<u>Free Webinars</u>
David Thornewell:	<u>Info re removal of the Pond adjacent to Cobdown</u>
(b) <u>For Decision</u>	
TMBC [Des Keers]:	<u>Anti-Social Behaviour Team / Financial contribution</u>

9. **FINANCE**

(a) Payments to be Ratified

December Payroll Summary

<i>Monthly</i>	<i>Gross</i>	<i>£28,177.74</i>
	<i>Net</i>	<i>£22,211.26</i>

Accounts (approved and paid 19.12.24)

Community Centre				
KCS	Cleaning & Consumables		300.09	
	White Lining Powder (OSA)		129.90	
		VAT	86.00	£515.99
Capital	Cleaning & Consumables		73.34	
		VAT	57.20	
			26.11	£156.65
Maidstone Ind Clean	Window Cleaning		260.00	£260.00
Envirocure	Legionella monitoring		48.75	
		VAT	9.75	£58.50
KBC	Boiler repairs		108.00	
			86.32	
		VAT	38.86	£233.18
Glass & Mirror Co.	Window/Door Repairs		165.00	
		VAT	33.00	£198.00
TH Electrical	Floodlights		319.00	
	Pre-school Immersion Heater		120.00	£439.00
Bar				
Glasdon	Cigarette Bin Key		15.86	
		VAT	3.17	£19.03
Chubb	Alarm Maintenance		219.74	
		VAT	43.95	£263.69
Lansdell	Bar Stock		225.52	
			(7.39)	
			47.96	
			186.04	
			113.21	
			100.73	£666.07
Kent & Sussex	Bar Stock		575.66	
			620.05	
			1168.88	
			472.92	£2,837.51
TMBC	Kilnbarn Licence		180.00	£180.00
TMBC	Community Centre Licence		180.00	£180.00

F&A				
Imagink	Winter Gazette Credit		997.00 (52.00)	£945.00
OSA				
Tree Monkeys	Tree Works	VAT	4250.00 850.00	£5,100.00

December Deposit Refunds

27.11.24	Carman Room 24.11.24	£50.00
02.12.24	Carman Room 02.03.25	£50.00
04.12.24	Carman Room 01.12.24	£50.00
04.12.24	Carman Room 30.11.24	£50.00
16.12.24	Carman Room 07.12.24	£50.00

(b) Direct Debits - Paid During December 2025

December Direct Debits

28.11.24	Focus	Telephone	£89.70
28.11.24	Focus	Telephone Rental	£165.00
28.11.24	Veolia	Refuse collection	£629.98
29.11.24	Natwest	Bank Charges	£134.11
29.11.24	Paymentsense	Card Charges	£137.76
29.11.24	O2	Mobile phone	£13.20
29.11.24	Carlsberg	Bar Stock	£1,276.00
02.12.24	WEX	Fuelcard	£3.60
02.12.24	TMBC	Business Rates	£349.00
04.12.24	Carlsberg	Equipment Rental	£187.20
06.12.24	Carlsberg	Bar Stock	£2,916.42
09.12.24	WEX	Fuelcard	£58.67
09.12.24	Rentokil Initial	Washroom Services	£182.77
09.12.24	SKY	Monthly subscription	£433.86
13.12.24	Carlsberg	Bar Stock	£2,059.07
13.12.24	FDMS	Card Charges	£460.35
16.12.24	Bankline	Monthly Charges	£108.53
16.12.24	Safety Effect	H&S	£114.00
16.12.24	Sage	Monthly subscription	£255.60
16.12.24	DHFE	Till rental	£369.60
18.12.24	ICO	Annual subscription	£55.00
20.12.24	Commercial Service	Energy	£9,812.45
20.12.24	Carlsberg	Bar Stock	£2,071.42
23.12.24	Everflow	Water	£400.15
23.12.24	WEX	Fuelcard	£58.11
23.12.24	Hugo Fox	Website	£23.99
23.12.24	NEST	Pension contributions	£840.31
24.12.24	Host My Office	Computer Support	£754.44
24.12.24	BOC	Bar Gas	£239.94
27.12.24	Focus	Telephone	£85.21
27.12.24	Focus	Telephone rental	£165.00
27.12.24	Carlsberg	Bar Stock	£4,831.24
30.12.24	TNT	TV subscription	£487.31
30.12.24	Veolia	Refuse collection	£563.46
30.12.24	WEX	Fuelcard	£98.89

(c) BACS - Paid During December 2025

December BACS Payments (not previously listed)

29.11.24	KCC Pension	Pension contributions	£1,454.53
29.11.24	HMRC	PAYE/NI	£6,942.45
29.11.24	Kent Fire Safety	Fire Risk Assessment	£480.00
02.12.24	We Are Beams	Hire Refund	£245.00
06.12.24	M Lancely	Kilnarn Entertainment	£230.00
09.12.24	N Greenaway	Reimbursement – refreshments	£8.25
19.12.24	HMRC	PAYE/NI	£5,183.33
19.12.24	L Fitchett	Reimbursement – footwear	£20.00
20.12.24	S J Cleaning	Scrubber Dryer repair	£248.74
23.12.24	M Beautridge	Bar services	£161.19

(d) Debit Card Payments - Paid During December 2025

December Debit Card

28.11.24	Amazon	Christmas decorations	£7.99
28.11.24	Toolstation	Safety Boots	£84.96
29.11.24	Amazon	Christmas decorations	£17.90
29.11.24	Tesco	Refreshments	£62.25
05.12.24	Amazon	Flipchart hooks	£5.94
05.12.24	Amazon	Hose attachment	£7.82
09.12.24	Amazon	Stationary/consumables	£28.47
09.12.24	Amazon	Prime Membership	£8.99
13.12.24	Tesco	Raffle Prizes/Refreshments	£132.35
16.12.24	Sign Shed	Door Signs	£87.27
16.12.24	Amazon	Toilet Roll/Soap Dispensers	£96.37
18.12.24	Tesco	Refreshment	£69.55

(e) Internal Audit Report – [if available]

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

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

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

(a) Plans Received for Comment

24/01999/PA - 42, ST PETERS ROAD, DITTON, AYLESFORD, ME20 6PF

1 x partially fallen Ash (applicants ref. T3) – Fell to ground level. T26 of Tree Preservation Order

24/02028/PA – UNIT 1A, Bellingham Way, Panattoni Park, Aylesford, ME20 7WT

Proposed 8 bay Electric Vehicle charging station for commercial vehicles and associated amenity block, substation, equipment compounds, amenity block access gates hard and soft landscaping and drainage works

24/01947/PA - 23, CEDAR CLOSE, DITTON, AYLESFORD, ME20 6EN

Non-Material Amendment to planning permission TM/24/01541/PA to change the proposed windows and doors to black PVCu instead of white

24/01976/PA - DEVELOPMENT SITE SOUTH OF BRAMPTON FIELD BETWEEN BRADBOURNE LANE AND, Kiln Barn Road, Ditton, Aylesford

Non-Material Amendment to planning permission TM/23/03298/FL to amend the wording of condition 17

(b) Plans dealt with by Area 3 Committee

24/01683/PA - 35, PEAR TREE AVENUE, DITTON, AYLESFORD, ME20 6EB

Lawful Development Certificate Proposed: 3.3m extension of dropped kerb

CERTIFIED - 23 December 2024

(c) Orchard Mill

(i) Ditton Sign / 30mph speed sign

Resident comments and response from St Modwen Homes

(d) Bradbourne Development

(i) Further comments in response to TM/24/00372/PA

(ii) Reply from TMBC to Open Letter from Chairman

(e) Sycamore Trees in Bradbourne Lane on DPC land

TM/24/01936/PA and TM/01860/PA – details and resident comments

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

14. **ANNUAL PARISH MEETING** *[Date & Format]*

15. **MEETING TIMETABLE FOR 2025**

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. **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.