

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 **WEDNESDAY 3rd APRIL 2013** AT 7.30PM

Ditton Parish Council
Ditton Community Centre
Kilnbarn Road
Ditton
AYLESFORD
Kent ME20 6AH
Tel: 01732 844749

(Mrs) Nicola Greenaway
Clerk of the Council

Email: clerk@dittonparishcouncil.gov.uk
Website: www.dittonparishcouncil.gov.uk

26th March 2013

AGENDA

1. **OPENING OF MEETING**
2. **APOLOGIES**
3. **DECLARATION OF INTERESTS**
4. **CONFIRMATION & SIGNING OF MINUTES OF PARISH COUNCIL MEETING HELD 4th MARCH 2013**
5. **MATTERS ARISING**
6. **MINUTES OF MEETINGS HELD DURING FEBRUARY 2013**
 - (a) For Confirmation & Signing
 - (i) PERSONNEL COMMITTEE, 11th March 2013 - Herewith
 - (ii) COMMUNITY CENTRE COMMITTEE, 11th March 2013 – Herewith
 - (iii) PLANNING COMMITTEE, 18th March 2013 - Herewith
 - (iv) OPEN SPACES & AMENITIES COMMITTEE, 18th March 2013 - Herewith



7. **CORRESPONDENCE**

(a) For Noting

Kent Air Ambulance:	<u>Thank You</u> <u>Charity Bike Ride 23.06.2013</u>
Heart of Kent Hospice:	<u>Thank You</u>
Victim Support:	<u>Thank You</u>
Ditton Heritage Centre:	<u>Thank You</u>
KALC:	<u>Kent Broadband Signing</u> <u>DCLG Supporting Communities in Neighbourhood Planning</u> <u>Parish News – Issue 368, March 2013</u> <u>Membership Information</u> <u>Street Lighting</u> <u>DCLG Response to KALC Letter to Prime Minister (copy herewith)</u>
Hi Kent:	<u>Big Quiz Night 10.05.2013</u>
Action with Communities in Rural Kent:	<u>Oast to Coast – Spring 2013</u> <u>Rural News – Issue 126</u>
TMBC:	<u>Parish Partnership Panel</u> <u>Housing Benefit Changes for Under Occupiers</u>
Department for Communities and Local Government:	<u>Notes on Neighbourhood Planning March 2013 Edition Four</u>
KCC:	<u>Try Angle Awards - nominations</u>
Clerks & Councils:	<u>Direct, March 2013 Issue 86</u>
Local Council's Update:	<u>March 2013, Issue 160</u>
SLCC:	<u>The Clerk, March 2013 Vol 44 No2</u>
The Big Fun Run:	<u>Fun Run at Mote Park 15th September 2013</u>

(b) For Decision - copies herewith

John Ranger, Ditton Bowls Club:	<u>Proposed Development of Ditton Bowls Club</u>
KALC:	<u>Community Speed Watch Mini-Conference 20th April 2013</u> <u>KALC Community Awards Scheme</u>
Home Start South West Kent:	<u>Request for £20.00 donation</u>

8. **FINANCE**

(a) Accounts Received

Hirers:	Multi Sport Income	643.00
Tenants:	Allotment rents	16.50
Ditton Infants School:	Grounds Maintenance	134.70
Ditton Junior School:	Grounds Maintenance	410.40
Ditton Minors FC:	Pitch Marking	66.00
Ditton Petanque:	Food Prep	5.00
Ditton Vets:	Pitch fees	20.00
Holthouse Carriages:	Gazette Advert	36.00
Tax Assist:	Gazette Advert	36.00
Viner & Sons:	Gazette Advert	36.00

(b) Accounts For Payment

Salaries:	Gross	12846.19	Net	10178.29
DPC Imprest Account:	Reimbursement of Expenses			428.58*
AquAid:	Water and sanitization	7.30		
		Vat	<u>1.46</u>	8.76
Chubb:	Work carried out on Intruder Alarm System	39.56		
		Vat	<u>7.91</u>	47.47
Coblends Nurseries:	Shrubs	138.80		
		Vat	<u>27.76</u>	166.56
Emprise Services plc:	March Key Holder Services	20.83		
		Vat	<u>4.17</u>	25.00
Ernest Doe & Sons:	Repairs to mower	115.68		
		Vat	<u>23.14</u>	138.82
Kent County Council:	March Vehicle Hire	326.00		
	Stationery	75.14		
	Shredder	352.25		
	Internal Audit Visit	<u>275.00</u>		
		1028.39		
		Vat	<u>205.68</u>	1234.07
Lyreco:	Stationery	112.90		
		Vat	<u>22.58</u>	135.48
Popi:	Printing of Gazette			698.00
Sage (UK) Ltd:	Payslips and Invoices	97.88		
		Vat	<u>19.58</u>	117.46
Scientus Ltd:	Fee time in relation to contaminated land advice and prep of info	350.00		
		Vat	<u>70.00</u>	420.00
John Shaw (Machinery):	Parts for ride on mower	137.66		
		Vat	<u>27.53</u>	165.19
Miss V Tamsett	March locking of play area			25.00

Travis Perkins:	Parts for Frog Bin KRRG	25.38	
		Vat <u>5.08</u>	30.46

IMPREST ACCOUNT – Reimbursement of March Expenses

Brought Forward February 2013	1392.67
Reimbursement	<u>1107.33</u>
	2500.00

Expenses

Voucher Charge	3.25	
Mrs Gale – replacement trousers	17.50	
Petty Cash	137.54	
Stamps	110.00	
Action with Communities Subs 13/14	65.00	
Stock book	8.00	
Net Curtains for Community Centre	28.59	
Glass for Notice Board	<u>58.70</u>	<u>428.58</u>
		2071.42
		<u>*428.58</u>
		2500.00

* Sum to be drawn on 3rd April 2013 to return the balance to £2500.00

(c) Direct Debits - Paid During February 2013

01.02.2013	Sky Business	543.60
06.02.2013	UK Fuels	72.55
11.02.2013	Rentokil Ltd	87.46
11.02.2013	TalkTalk Business	12.00
11.02.2013	Scottish Power	994.00
12.02.2013	HMRC VAT	727.01
20.02.2013	CNG Ltd	397.07
20.02.2013	Heineken on Trade	3377.16
21.02.2013	Hive Telecom Ltd	12.65
22.02.2013	Matthew Clark	315.17
22.02.2013	EDF Energy	209.50
25.02.2013	BOC Manchester	114.00
28.02.2013	Direct Van Sales	320.55
28.02.2013	NCS Group Ltd	102.96
28.02.2013	Veolia ES UK	226.68

(d) BACS Payments – Paid During February 2013

08.02.2013	KCC – Superannuation	2540.48
08.02.2013	Inland Revenue	2893.65

(e) KCC Internal Audit Third Visit for 2012/13 (herewith)

(f) Insurance – Policy/Fee Review (information herewith)

(g) Assets Register - for approval and signing, *copy to be available at meeting*

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

10. **REPORT FROM NEIGHBOURHOOD POLICING UNIT/COMMUNITY WARDEN**

11. **PLANNING MATTERS**

(a) Plans Received for Comment

TM/13/00684/FL	T1 Sycamore – Reduce to previous points, on-going cyclical pruning maintenance	4 Streamside
	ADDITIONAL INFO. Reduce to approx. 2m below previous pruning points.	

(b) Plans Dealt with by Tonbridge & Malling Area Sub-Committee No. 3

(None received to date)

(c) 'B' Lists

13/10 - 11.03.2013; 13/11 - 18.03.2013; 13/12 - 25.03.2013

(d) Agenda, Minutes & Notes of TMBC Area 3 Planning Committee

(e) Response from Resident re application at Cobdown

(f) Resurfacing work Bradbourne Lane Sunday 6th April – Sunday 7th April 2013

12. **SIGNING AND SEALING OF LICENCE OF DITTON PETANQUE PISTE**

13. **ANNUAL PARISH MEETING**

(a) Final details

(i) Nominations for Achievement Awards

(ii) Reports from Clubs/Organisations

(b) Chairmen's Reports

14. **DITTON YOUTH CENTRE**

(a) Update on lease (if available)

15. **MATTERS ARISING FROM "CORRESPONDENCE FOR NOTING"**

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. **LAND FOR SALE AT KILNBARN ROAD** – suggested letter herewith

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 may 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.
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