

NORTHFIELD MANAGEMENT COMMITTEE

Minutes of the Meeting held on Friday 30th November 2007 commencing at 10.00am in the Viewing Gallery of Ash Green Sports Centre

Present: Cllr. A Barnett
Cllr. Mrs Brammer
Cllr. J Gaywood (Chairman)
Cllr. S Glover
Cllr. Mrs A Oxtoby

In Attendance: Mrs J Redman
Mrs J Hoad
4 members of the Public

1. Apologies for Absence

Cllr. M Brown. His apology and reason for absence was duly accepted.

2. Declarations of Interest

Cllr. Mrs Brammer a personal interest in any matter relating to the New Ash Green Village Association. Cllr. Mrs Oxtoby a personal interest in item 7.1 Recreational Facilities – Horse Riding Route.

3. Minutes of the meeting held on 19th October 2007

The minutes of the meeting held on 19th October 2007 were signed as a true record.

4. Matters Arising (Not on the Agenda)

None.

5. Finance

5.1 Balances – The balances, as set out in Agenda A/11/07, were NOTED.

5.2 Financial Statement – The financial statement, as set out in Agenda A/11/07, was NOTED.

5.3 The payments 3.1 – 3.3, as set out in Agenda A/11/07, were AUTHORISED. PROPOSED Cllr. Mrs Brammer, SECONDED Cllr. Mrs Oxtoby and UNANIMOUSLY AGREED.

In future, the Secretary was asked to print the financial appendix on pink paper, for ease of identification.

5.4 Audit

(i) 2006/07 Annual Audit – It was NOTED that the 2006/07 Annual Audit had been completed and the external auditor's certificate and opinion as set out on Section 3 of the Annual Return for the year ended 31st March 2007 was NOTED. The External Auditor's report stated that the information contained in the Annual Return was in accordance with the Audit Commission's requirements and that no matters had come to their attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

(ii) Verbal report of the meeting between the Internal Auditor and Cllrs. Brown and Gaywood – Cllr. Gaywood reported that the meeting had gone well and they had gone through the tasks undertaken by the Internal Auditor and concluded that the effectiveness of internal control was entirely satisfactory.

5.5 Cllr. Gaywood referred to a letter that had been received from a Hartley resident objecting to various matters contained in Hartley's 2006/07 accounts and drew the Northfield Management Committee members attention to a particular matter referring to football pitches on Northfield and the Northfield lease. The letter was NOTED, however it was pointed out that there were a number of inaccuracies contained within it.

6. Land and Site Maintenance

6.1 Footpath barrier leading into Stocks Field – It was reported that this work had now been satisfactorily completed.

6.2 Grafitti treatment on Noticeboards – No further action had been undertaken since the last meeting.

6.3 Chippings on Northfield – Cllr. Barnett said that Austin Tree Work who were the usual suppliers of chippings had reported that they were unable to bring them on to Northfield at this time of year, as they did not have a suitable vehicle to cope with the ground conditions. It was suggested that an alternative method might be explored, as there would be difficulties in obtaining them from another source.

7. Recreational Facilities

7.1 Report on the Horse Riding Route – Cllr. Mrs Oxtoby proposed that the facility continue again next year. The recommendation would be put to both parish councils to discuss (according to their constitutions) at their December meetings. PROPOSED Cllr. Mrs Oxtoby, SECONDED Cllr. Mrs Brammer and AGREED. A further meeting of the Horse Riding Route Working Party would be convened in January 2008 to decide on the best way forward. It was also agreed that the facility would remain open until 1st January 2008, unless the condition of the ground rendered the route unsuitable. Authority was delegated to the Secretary, after taking advice from the Chairman of the Horse Riding Route Working Party and/or another member, to close the ride, for the reasons stated. PROPOSED Cllr. Gaywood, SECONDED Cllr. Glover and UNANIMOUSLY AGREED. Cllr. Mrs Brammer expressed an interest to join the Horse Riding Route Working Party and would attend the January meeting.

7.2 Trim Trail on Northfield – Cllr. Mrs Oxtoby reported that a questionnaire had now been drawn up which would seek the opinion of Sports Centre users to see if they wanted a trim trail to be provided on Northfield. Consultation was in the process of being undertaken to all residents in both Ash-cum-Ridley and Hartley via the parish councils' newsletters. Letters had also been written to the Chairmen of Caling Croft and Farm Holt in New Ash Green.

7.3 Proposal to place a football pitch on Northfield – The Secretary gave members a copy of a legal determination from NALC concerning the provision of football pitches on Northfield. Cllr. Gaywood reported that the Planning Department at the District Council, who were in receipt of letters from the Northfield Management Committee dated 28th September and 24th October 2007 relating to the planning consent, had passed these on to their legal department for determination. In view of the correspondence from the Chairman of the Village Association, Cllr. Mrs Brammer suggested that, as a way forward, the Northfield Management Committee in full, met with the New Ash Green Village Association Council of Management in full, for a roundtable discussion on the matter. The Secretary was asked to write to the Secretary of the New Ash Green Village Association and arrange a meeting as soon as was practicable in the New Year. PROPOSED Cllr. Mrs Brammer, SECONDED Cllr. Mrs Oxtoby and CARRIED. Consultation on the proposed football pitch was in the process of being undertaken via the parish councils' newsletters and a separate consultation exercise with Caling Croft and Farm Holt residents. The Secretary would inform members as soon as a response had been received from the District Council and depending on that information, whether or not it would be necessary to call a meeting of the Northfield Management Committee before the next scheduled meeting. She would also inform members as to the response from the New Ash Green Village Association.

8. Boundaries

8.1 Boundary between Courtfield and Northfield – The Secretary reported that the Contractor had confirmed that he would be installing the fence in the next two weeks. To ensure that the fence was erected in the correct place, liaison would take place with the Contractor, Cllr. Barnett and the relevant landowners to make sure all parties were in agreement as to its siting.

8.2 Hedge along the South Ash Boundary – The Secretary reported that the Contractor had confirmed that the work would be carried out in the next couple of weeks.

9. Barnetts Wood and New House Shaw

9.1 Quantative Tree Risk Assessment on New House Shaw – Despite three reminders to the Contractor to submit the report, it was still awaited. The Secretary suggested that a letter was now written giving a deadline by which time the report had to be received.

9.2 Maintenance programme for Barnetts Wood – It was NOTED that this work was due to be carried out during December.

9.3 Free Trees Scheme – It was NOTED that the free 25 hedging plants had been collected.

A quotation for planting them would be incorporated into the planting of the two oak and one walnut tree which would be planted at the same time. It was suggested that next year, advance publicity was given prior to the planting and that local schoolchildren were involved.

10. Health and Safety

10.1 Visual Inspection Sheets – The visual inspection sheet for October 2007

was available for members to view and was NOTED. The Secretary reported that the fence to the side of the first stile on the Ash Road required replacing with about 6ft of post and rail and she would make arrangements for this to be done. The stile by the Black Lion Public House on the Ash Road boundary was quite difficult to get over due to its height and it was suggested that a step was placed underneath it to make it easier to cross. A quotation would be sought from TD Munday for this work.

10.2 Bollard to be placed outside the entrance gate to Church Road – The Secretary reported that a second quotation would need to be sought. A ball park figure for installation had been received from the New Ash Green Village Association workforce to install the bollard at a cost of £65.

10.3 EDF Energy – It was NOTED that a letter had been sent to Susan Heads and Company confirming acceptance of an annual rent of £20 per year. Mrs Heads confirmed that she was awaiting confirmation that EDF Energy would be doing the installation work and not the Northfield Management Committee or the Village Association as was stated in the draft lease.

11. Single Payment and Environmental Stewardship Scheme

11.1 Single Payment Scheme – It was NOTED that amendments had been made to our field entry details filed with the Rural Land Registry. These had been checked and were correct.

11.2 Soil Association Application – The Soil Association Inspection Report was NOTED and the Management Committee were now registered for organic status.

12. Correspondence and date of next meeting

Items 12.1- 12.2 were NOTED. The date of the next meeting was set for **Friday 25th January 2008 commencing at 10.00am in the Pavilion, Manor Field, Hartley.**

13. Any other business

None.

Meeting closed 11.10 am