

NORTHFIELD MANAGEMENT COMMITTEE

Minutes of the Meeting held on Friday 26th September commencing at 10.00am in the Pavilion, Manor Field, Hartley

Present: Cllr. Brown (Chairman)
Cllr. Mrs Brammer
Cllr. A Barnett
Cllr. S Glover (arrived at 10.20am)
Cllr. Mrs A Oxtoby

In Attendance: Mrs J Redman

1. Apologies for Absence

Cllr. Gaywood. His apology and reason for absence was accepted. An apology was also received from the Treasurer, Mrs Hoad.

2. Declarations of Interest

Cllrs. Brown and Mrs Brammer a personal interest in any matter relating to the New Ash Green Village Association. Cllr. Mrs Oxtoby a personal interest in any matter relating to the Horse Riding Route.

3. Minutes of the meeting held on 25th July 2008

The minutes of the meeting held on 25th July 2008 were signed as a true record.

4. Matters Arising

5.3 Membership of Ramsak – It was NOTED that the Secretary had written to RAMSAK to inform them that the Committee no longer wished to renew their membership.

5.5 Letter to staff at Ash Green Sports Centre – It was NOTED that the Secretary had written to the staff at Ash Green Sports Centre to thank them for undertaking the memberships for the Horse Riding Route.

6.1 Cutting of the field for hay 2008 – It was NOTED that the area of burnt debris had been removed that had been left as a result of some hay bales being set on fire.

5. Financial Report

5.1 Balances – The balances, as set out in Agenda A/09/08 were NOTED.

5.2 Financial Statement – The financial statement, dated 16th September 2008 was NOTED.

5.3 The payments, 3.1 – 3.3 as set out in A/09/08 were AUTHORISED, with the inclusion of an invoice from Sevenoaks District Council for the emptying of dog bins for the period July – September 2008 for the sum of **£113.04 (including VAT)**. Invoice number 2019285. PROPOSED Cllr. Brown, SECONDED Cllr. Mrs Brammer and UNANIMOUSLY AGREED.

5.4 Proposed entrance arrangements adjacent to the Milestone School – At the request of Cllr. Gaywood, this matter would be deferred to the next meeting. It was agreed however that the drawing would be amended to extend the length of the post and rail fencing to the existing tree line.

5.5 Northfield Budget – It was PROPOSED by Cllr. Mrs Brammer, SECONDED by Cllr. Barnett and UNANIMOUSLY AGREED that the Budget for 2009/10 be approved, subject to a nominal contribution from each Parish Council of £500 each.

6. Land and Site Maintenance

6.1 Proposed entrance arrangements adjacent to the Milestone School – This matter had been dealt with under item 5.5 above.

6.2 Hedge Cutting – There was no further report from Cllrs. Barnett and Mrs Oxtoby.

7. Recreational Facilities

7.1 Horse Riding Route – Cllr. Mrs Oxtoby reported that the riding route would remain open for as long as possible. There were fewer members of the ride this year. The Secretary had written to those members who had not rejoined the riding route this year and had requested the return of their keys. Of the nine letters that had been sent out, three people had responded and returned their keys.

7.2 Julia Brudenell – It was NOTED that it was with sadness that the Northfield Management Committee and members of the Horse Riding Route Advisory Committee had learnt of the death of Julia Brudenell. A letter of thanks had been received from her husband, thanking those members for their condolences on the family's loss.

7.3 Junior Football Pitch – The correspondence to the Chief Executive of the District Council and the reply on his behalf from the Monitoring Officer relating to the constitutional issues arising from the laying out of the football pitch on Northfield, were discussed. It was felt that, if at all possible, the Committee themselves should try and resolve the issues and a meeting was suggested between the two Clerks and Cllrs. Mrs Oxtoby and Cllr. Mrs Brammer to find a way forward.

8. Boundaries

8.1 South Ash boundary hedge – It was reported that Mr Munday had been asked if he was now in a position to carry out the work which he quoted for last year on the South Ash Boundary hedge. He had said that he was waiting for the site meeting to take place between members of the Greenland Committee and Northfield Management Committee concerning the cutting back of the brambles on Village Association land which were encroaching on to Northfield. Members were in agreement that he should be asked to carry out the work to cut back the brambles on Northfield land as soon as was practicable and not wait until the meeting had taken place with the Greenland Committee.

8.2 Ash Road Boundary – It was decided not to go ahead with obtaining quotations for post and rail fencing along this boundary for the time being.

8.3 Hedge along the Ash Road Boundary – The Secretary reported that Highways had said that they had cut the bottom and middle section of the hedge along this boundary, but members were of the opinion that they had not cut along its whole length, doing only the Milestone School section. The Secretary was requested to ask for a site meeting with the appropriate officer from Kent Highways so that the matter could be discussed.

9. Barnetts Wood

9.1 Quantative Tree Risk Assessment on New House Shaw – The Secretary reported that invitations to quote had been sent to the following contractors and they had responded as follows:-

Lushland Ltd - £950

Tree Ventures - £720

Quaife Woodlands - £475

It was PROPOSED by Cllr. Mrs Brammer, SECONDED by Cllr. Brown and UNANIMOUSLY AGREED that Quaife Woodlands be appointed to carry out the Quantative Tree Risk Assessment on New House Shaw.

9.2 Barnetts Wood – It was AGREED that a specification be drawn up by the two Clerks, in conjunction with Cllr. Barnett for the pruning, mulching and ongoing maintenance of trees in Barnetts Wood, based on a quotation received last year. The Secretary was authorised, after discussion with the two Co-Chairmen, to accept the lowest quotation, providing it met the correct criteria.

9.3 Free Trees – The offer of 25 free trees would be taken up again this year and Cllr. Barnett would identify which species. It was also AGREED that a Working Party was set up to plant the trees or hedging plants once they had been received. As well as the 25 free trees, there would be a further 25 from last year that did not get planted, due to the weather conditions. The Working Party would consist of members of the Northfield Management Committee and would be extended to the Parishes Tree Wardens to see if they wanted to be involved. Cllr. Barnett also reported that there were still 4 standard trees that were in his safe keeping that required planting out on to Northfield. The Secretary was authorised up to £100 for Mr Munday to plant the trees, to include the purchase of some stakes.

9.4 Barnetts Wood Noticeboard – The Secretary confirmed that she had spoken with Mr Munday to try and ascertain the whereabouts of the Noticeboard. He had said that he was unable to locate it at the present time, but would have a good look.

9.5 More trees to be planted on Northfield – At the request of Cllr. Gaywood, this item was deferred to the next meeting.

10. Ship Cottage Encroachment

10.1 It was reported at the last meeting that the New Ash Green Village Association were now in a position where they would be able to offer a licence to the owners of Ship Cottage in connection with the alleged encroachment on to Northfield land. The two Parish Councils, as lessees of the land, have been requested to sign a licence so that the matter can proceed. Hartley Parish Council, at their meeting held on Monday 8th September 2008 agreed to sign the licence and Ash-cum-Ridley Parish Council at their meeting to be held on 18th September 2008 had agreed the same.

11. Health and Safety

11.1 Visual Inspection Sheets – The visual inspection sheets for July and August 2008 were NOTED.

11.2 Bollard to be placed outside the entrance gate to Church Road – The Secretary was asked to remind the Village Association's Greenland Workforce that the Northfield Management Committee would now like them to get this work done as soon as possible.

11.3 EDF Energy – The copy of the 23 points raised by the Surveyor for the New Ash Green Village Association was discussed. Members were asked to answer points 7 and 10 which related to public access arrangements during the works. It was AGREED that the Secretary would write to the Village Association's Solicitor and request that she advised EDF Energy that the Northfield Management Committee would prefer to maintain public and horse access to Northfield at all times during the works and that it would be up to EDF to arrange for the relevant precautions to be put in place.

11.4 Draft lease for electricity sub-station on Northfield – It was Reported that the Secretary and Treasurer had taken the opportunity of studying the lease again and had asked the Village Association's Solicitor to raise two points with EDF Energy concerning the lease. She had subsequently written to EDF to seek clarification.

11.5 Legal mechanisms for the draft lease - Once the lease has been agreed, it would be necessary to advertise the Councils' intentions in a local newspaper over two consecutive weeks and to consider any objections. A draft notice has been drawn up as follows:-

'Pursuant to Section 127 of the Local Government Act 1972, the Parish Councils of Ash-cum-Ridley and Hartley give notice of its intention to dispose of land on Northfield located in the parish of Hartley for the provision of an electrical sub-station, access thereto and underground cabling.

Any objections to the proposed disposal should be sent in writing to either Mrs Jane Redman, Clerk to Ash-cum-Ridley Parish Council at The Parish Office, Ash Green Sports Centre, Ash Road, New Ash Green, Longfield, Kent DA3 8JZ or Mrs Julie Hoad, Clerk to Hartley Parish Council at The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8DL by no later than 5.00 p.m. on *****'. Two quotations had been sought for publication of the notice from:-

Kent Messenger Group

Gravesend Extra (free paper) £183.60

Dartford and Gravesend Messenger £312

Kentish Times Newspaper Group

Gravesend Reporter £456. All quotations are exclusive of VAT.

It was AGREED that when the time came to advertise the Councils' intentions, that it was advertised in the Dartford Extra (free paper) at a cost of £183.60.

12. Single Payment, Environmental Stewardship Scheme and Soil Association

12.1 Single Payment Scheme – It was NOTED that a payment of £51.47 had been received in respect of the Single Payment Scheme for the year 2007. A letter explaining the modulation refund payments had been sent to the Northfield Management Committee.

12.2 Soil Association – Cllr. Barnett said that since the successful inspection had been carried out on 4th July, there was nothing further to report.

13. Correspondence and Date of Next Meeting

13.1 Kent Wildlife Trust Annual Review 2007 – This was NOTED. The date of the next meeting was set for **Friday 28th November 2008 commencing at 10.00am in the Viewing Gallery of Ash Green Sports Centre.**

14. Any Other Business

None.

Meeting closed at 11.45am