

## NORTHFIELD MANAGEMENT COMMITTEE

### Minutes of the Meeting held on Friday 11 December 2009 commencing at 9:30am at the Pavilion, Hartley.

Present: Cllr J Gaywood (Chairman)  
Cllr M Brown  
Cllr A Barnett  
Cllr Mrs Brammer  
Cllr Mrs Oxtoby

In Attendance: Mrs A de Jager  
Mrs J Hoad  
3 Members of the public

#### 1. Apologies for Absence

Cllr S Glover (work)

#### 2. Declarations of Interest

Cllrs M 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 18 September 2009

The minutes of the meeting held on 18 September 2009 were signed as a true record.

#### 4. Matters Arising

4.1 Item 6.5 Barnetts Wood Notice Board – A sample including the Parish Council's logos will be drawn up to obtain quotes for the replacement of the interpretive panel style of notice board.

4.2 Item 6.8 New Ash Green Woodlands Group, BBC Breathing Places initiative – Cllrs M Brown and A Barnett adjudicated the planting of 242 trees on Northfield within the specified time, assisting in the successful achievement of the record for the number of trees planted. Approximately 50 volunteers participated. A letter will be sent to Carol Trowbridge in this regard.

#### 5. Financial Report

5.1 Balances – The balances, as set out in the Agenda of 07 December 2009 were NOTED.

5.2 Financial Statement – The financial statement, dated 04 December 2009 was NOTED.

5.3 Payments - The payments 3.1 to 3.7 as set out in the Agenda were AUTHORISED. PROPOSED Cllr Mrs Brammer SECONDED Cllr A Barnett and UNANIMOUSLY AGREED.

5.4 Receipts – It was NOTED that funds under the SPS Scheme Year 2008 had been credited to the Northfield Management Committee account. Receipt of £1000.00, being the annual contribution of £500.00 from both Ash-cum-Ridley and Hartley Parish Councils was NOTED.

5.5 Insurance - Allianz have advised that the cover in respect of Public and Employers Liability cover reflected in the current insurance policies will be reviewed

and the Parish Councils advised in the spring of 2010. It was NOTED that Hartley Parish Council has requested that its Fidelity Guarantee cover is increased from £167,000.00 to £177,000.00.

5.6 Annual Return – The Annual Return for 2009 was RECEIVED and it was noted that the Audit Commission has rotated auditors. Wayne Rickards will be the auditor for 2010.

## 6. Land and Site Maintenance

6.1 Access Gate adjacent to Milestone School – Sevenoaks District Council have advised that it is not necessary to seek a variation to the permission granted under condition 2 of planning application SE/09/01586. Consent to extend the cross over has to be sought from Kent Education as owners of the road. Cllr M Brown PROPOSED that this is progressed as soon as satisfactory permission is received and that an extension of three months be requested from the preferred contractor. SECONDED: Cllr A Barnett. The hedging needs to be planted by the end of February 2010 and quotes will be obtained for the next meeting.

6.2 Surface water run off into Church Road – It was NOTED that Hartley Parish Council has no objection in principle to the soakaway being sited on Northfield. A letter has been sent to Mr Rawson of Kent Highways regarding concerns raised regarding future maintenance.

6.3 Hedge cutting – the works to the hedge between Northfield and New Ash Green would commence when the weather improves.

6.4 The introduction of two copses of trees, approximately 30 metres in circumference, on the meadow were considered and Cllr Mrs Brammer PROPOSED that this project is progressed. SECONDED: Cllr A Barnett and AGREED. Cllr Barnett will provide a plan and details for quotes for the next meeting.

## 7. Recreational Facilities

7.1 Horse Riding Route – It was NOTED that a member had sent an email thanking the Northfield Management Committee for the provision of the horse riding route.

7.2 The review of the Rules and Conditions of Membership was deferred to the next meeting. Cllr Brown congratulated the committee on the success of the horse riding provision.

7.3 It was NOTED that the Fun Run for the Hartley Brownies and Guides will be held on Sunday 21 March 2010 from 1pm – 4pm and that all relevant risk assessments will be carried out by the organisers and given to the Clerk of Ash-cum-Ridley Parish Council.

## 8. Barnetts Wood and New Shaw House

8.1 It was NOTED that Independent Woodland Management had undertaken the mowing of Barnetts Wood.

8.2 It was NOTED that Mr Judd has completed the works required in year two of the formative pruning of Barnetts Wood. Cllr Barnett advised that the work undertaken was to a good standard.

## 9 Health and Safety

9.1 Visual Inspection Sheets for the period September - November 2009 were available.

9.2 Draft Lease for electricity sub-station on Northfield – it was NOTED that amendments to the lease have to be received prior to the two Parish Councils to sign.

## 10 Single Payment Scheme

10.1 Single Payment Scheme – Corrections from 2008 have been made and the committee has received £2,350 as a result of these corrections. Cllr A Barnett was thanked for the work that he has put into the claims and their accuracy.

## 11. Correspondence and Date of Next Meeting

11.1 Concerns regarding the risk of fire on Northfield were raised by a resident. The committee are conscious of the risks and take the following actions to reduce the risk;

- 1) to ensure that the hay crop is removed as soon as possible after cropping.
- 2) cutting of the horse-riding route and the footpaths (5 metre band) diminishes risk of fire as it acts as a fire break.
- 3) the fire department will be aware of the efficiency of fire hydrants.

The resident will be advised accordingly.

11.2 Receipt of the winter 2009 edition of living Earth was NOTED.

11.3 The date for the next meeting was set for 29 January 2010 in the **Gallery of Ash Green Sports Centre** commencing at 10:00am.

## 13. Any Other Business

None

**The meeting was closed at 10.45am**