

NORTHFIELD MANAGEMENT COMMITTEE

Minutes of the Meeting held on Friday 29 January 2010 commencing at 10:00am at Ash Green Sports Centre.

Present: Cllr M Brown (Chairman)
Cllr J Gaywood
Cllr A Barnett
Cllr Mrs Oxtoby
Cllr S Glover (arrived 10:11am)

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

1. Apologies for Absence

Cllr Mrs Brammer (Personal)

2. Declarations of Interest

Cllr M Brown; 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 11 December 2009

The minutes of the meeting held on 11 December 2009 were signed as a true record.

4. Matters Arising

No matters arising.

5. Financial Report

5.1 Balances – The balances, as set out in the Agenda of 22 January 2010 were NOTED.

5.2 Financial Statement – The financial statement, dated 21 January 2009 was NOTED.

5.3 Payments – It was AGREED that the payment under 3.2 to T D Munday in respect of January 2010 Visual Inspections is authorised to be paid upon receipt and checking of the invoice. The remaining payments 3.1 to 3.4 as set out in the Agenda, were AUTHORISED. PROPOSED Cllr M Brown SECONDED Cllr J Gaywood and UNANIMOUSLY AGREED.

5.4 Receipts – It was confirmed that the payments received from the Environmental Stewardship Scheme and the SPS Scheme relate to the 2009 claim year. Revenue from the SPS Scheme will increase until 2012 while there is one more year under the current Environmental Stewardship Scheme, before it will reduce.

5.5 Audit – The external auditor's certificate and opinion for the year ended 31 March 2009 were RECEIVED.

5.6 Appointment of internal auditor – It was NOTED that Mr Wayne Rickard will be the Northfield Management Committee's Appointed Auditor with effect from January 2010.

5.7 Interest Rates – The letter from Barclays Bank setting out interest rates on their deposit accounts was noted and RECEIVED.

5.8 Insurance

1. Fidelity Guarantee Cover – forms have been completed by Hartley Parish Council and Ash-cum-Ridley Parish Council confirmed that their cover has been increased.

2. Public Liability Cover – Allianz has confirmed the inclusion of Northfield Management Committee in Hartley Parish Council's policy. Ash-cum-Ridley will request similar confirmation.

6. Land and Site Maintenance

6.1 Draft lease – EDF: Various correspondence was discussed and it was AGREED that Northfield Management Committee were satisfied with the current terms regarding the temporary access road. It will not be permanent and remain grassed. The Village Association will be advised accordingly and a copy sent to Mr Vivian.

6.2 Access gate adjacent to Milestone School: Request for permission has been sent to Kent County Council's Estate Surveyor.

6.3 Surface water run off into Church Road: Hartley Parish Council have raised concerns regarding the design of the intended soakaway. Mr Rawson of Kent Highways has passed these onto Jacobs, the consultants and a response is awaited.

6.4 Tree and hedge tenders: Cllr Mrs Oxtoby PROPOSED that the tender from Greenacre be accepted, SECONDED: Cllr M Brown. FOR: 4 AGAINST: 0 ABSTENTIONS: 1 Cllr M Brown PROPOSED that Cllr A Barnett examines all implications, including financial, on the signed agreement with the Rural Payments Agency, and that planting of the hedge adjacent to Milestone will go ahead as soon as possible. SECONDED: Cllr J Gaywood and AGREED. Cllr A Barnett PROPOSED that should the query with the Rural Payments Agency not have a negative impact on the finances of Northfield Management Committee, that the planting of the trees is progressed as per the attached map of Northfield. SECONDED: Cllr J Gaywood and AGREED.

6.5 Spraying area adjacent to Milestone School: Cllr M Brown PROPOSED that Mr Munday be AUTHORISED to spray the area of planting adjacent to Milestone School with Roundup, in preparation of planting. SECONDED: Cllr Mrs Oxtoby and AGREED.

7. Recreational Facilities

7.1 Horse Riding Route – Cllr Mrs Oxtoby PROPOSED that, weather permitting, the Horse Riding Route would re-open on Saturday 27 March 2010. SECONDED: Cllr M Brown and AGREED. The current set of keys will be returned to Hartley Parish Council.

7.2 The review of the Rules and Conditions of Membership was discussed and the amendments AGREED.

8. Barnetts Wood and New Shaw House

8.1 Barnetts Wood Notice Board – Cllr J Gaywood PROPOSED that two more quotes are obtained for the notice board and the specification used would be based on the example discussed, with the inclusion of the logo's of the Parish Councils and the Forestry Commission and illustrations of the leaves of trees planted in Barnetts Wood. SECONDED: Cllr M Brown and AGREED.

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 with a lot of the regenerated growth being removed. Cllr A

Barnett PROPOSED the authority be given to the Clerks to instruct Mr Munday to spray for re-growth in May/June. SECONDED Cllr Mrs Oxtoby and AGREED.

9 Health and Safety

9.1 Visual Inspection Sheets for the period December 2009 will be available from the secretary.

10. Correspondence and Date of Next Meeting

10.1 The date for the next meeting was set for 09 April 2010 at **Manor Field, Hartley**, commencing at 10:00am.

13. Any Other Business

None

The meeting was closed at 11.04am