

NORTHFIELD MANAGEMENT COMMITTEE

Minutes of the Meeting held on Wednesday 01 September 2010 commencing at 10:00am at Hartley Library, Ash Road, Hartley.

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

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

1. Apologies for Absence

Cllr Mrs Brammer (sick), Cllr S Glover (work)

2. Declarations of Interest

Cllr Mrs Oxtoby a personal interest in any matter relating to the Horse Riding Route.

3. Minutes of the meetings held on 25 June 2010 and 02 August 2010

The minutes of the meetings held on 25 June and 02 August 2010 were signed as a true record.

4. Financial Report

4.1 Accounts – The external auditor's report for the Committee's accounts for the financial year 01 April 2009 to 31 March 2010 was received and noted.

4.2 Internal Auditor – Cllr J Gaywood PROPOSED that the current services for internal audit be retained. SECONDED Cllr M Brown and AGREED.

4.3 Standing Orders - It was NOTED that the Northfield Management Committee's Standing Orders were approved by Hartley Parish Council at a meeting held on 12 July 2010 and Ash-cum-Ridley Parish Council at a meeting held on 15 July 2010.

4.4 Financial Regulations - It was NOTED that the Northfield Management Committee's Standing Orders were approved by Hartley Parish Council at a meeting held on 12 July 2010 and Ash-cum-Ridley Parish Council at a meeting held on 15 July 2010.

4.5 Barclays Bank – The letter from Barclays Bank advising of changes to the Customer Agreement was received and NOTED.

4.6 Balances – The balances as stated in the financial report were NOTED.

4.7 Summary of Receipts and Payments – The summary of the receipts and payments reflected on Appendix 1 were NOTED.

4.8 Payments - The payments 8(a) to 8(e) were AUTHORISED. PROPOSED: Cllr A Barnett SECONDED: Cllr Mrs Oxtoby and AGREED.

5. Review of Venue for New Ash Green Meetings – Cllr M Brown PROPOSED that the venue for the New Ash Green meetings remain in the Viewing Gallery of Ash Green Sports Centre as this venue is convenient, incurs no cost and there is no alternative, appropriate venue. SECONDED: Cllr J Gaywood and AGREED. The table layout for these meetings will be reviewed.

6 Land and Site Maintenance

6.1 EDF Draft Lease Agreement – it was AGREED that the annual rental reflected in the draft lease of £1.00 was accepted and would not be subject to review. PROPOSED: Cllr M Brown and SECONDED: Cllr Mrs Oxtoby.

6.2 Access gate adjacent to Milestone School - Cllr Mrs Oxtoby PROPOSED and Cllr Mr Barnett SECONDED acceptance of the decision from Kent County Council's surveyor to remove the requirement that the Committee is to contribute towards the cost of maintaining the access road on a degree of user basis can be deleted, with access under the licence being limited to a maximum of 12 times per year. AGREED. Cllr Mrs Oxtoby PROPOSED authorisation of the payment in the amount of £540.00 to Kent County Council in respect of legal costs incurred. SECONDED: Cllr A Barnett and AGREED.

6.3 Surface water run off into Church Road – The report of the meeting with Kent Highway Services on 13 August 2010 was NOTED.

6.4 Hay Cutting – Cllr A Barnett PROPOSED that the revised specification for the Hay Crop be accepted. SECONDED: Cllr M Brown with the inclusion of a map for ease of reference and the addition of a stipulation that the removal of arisings from the site or disposal will be decided by the Committee. AGREED.

Problems experienced with young people trying to undo the string on bales during cropping were NOTED and it was suggested that in future the Police are advised of the intended dates of harvest.

The report of an accident on Northfield where a lady slipped on the cut hay was NOTED.

6.5 Quotations for various remedial works – Cllr M Brown PROPOSED that the quotations received from T D Munday are accepted. SECONDED: Cllr Mrs Oxtoby. Cllr A Barnett advised that the cutting of the top and sides of the hedge at Caling Croft needs to be carried out annually.

6.6 Green Acre Landscape – It was NOTED that Green Acre Landscapes have verbally accepted payment in the amount of £620 in settlement of the hedge and copse planting and that written confirmation is still awaited.

6.7 Hedging Plants – Consideration was given to the purchasing of an additional 80 hedging plants to strengthen the hedge adjacent to the Milestone School entrance. Cllr Mrs Oxtoby PROPOSED that approaches are made to the Kent Free Trees programme on behalf of both parish councils to provide the plants. SECONDED: Cllr M Brown and AGREED. The planting will be carried out once the fencing is in place.

6.8 Regenerated growth – New House Shaw – Cllr A Barnett PROPOSED that a quotation is requested from T D Munday to spray the regenerated growth between trees adjacent to New House Shaw on completion of the cropping of the hay. SECONDED: Cllr Mrs Oxtoby and authorisation to spend up to £100.00 was AGREED.

7. Recreational Facilities

7.1 Football Pitch – The junior football pitches at Milestone School have been re-instated and are available for use, therefore satisfying the demand for pitches. There is an area provided on Northfield for informal 'kick abouts' and as such the Committee's position on the provision of sports pitches in relation to the lease is defensible.

7.2 Horse Riding Route – The Clerks in consultation with Cllr Mrs Oxtoby will advise members of the closing date of the route. PROPOSED: Cllr J Gaywood, SECONDED: Cllr M Brown and AGREED.

8. Barnetts Wood and New Shaw House

8.1 Barnetts Wood Notice Board – it was NOTED that confirmation has been received of the requested amendments.

8.2 New House Shaw – Cllr Mrs Oxtoby PROPOSED that the quotation received from Down To Earth Trees in the amount of £660.00 be accepted. SECONDED: Cllr A Barnett and AGREED.

8.3 Forestry Commission – Cllr A Barnett reported that the representative from the Forestry Commission was impressed with the success of the planting of Barnetts Wood. He advised that thinning of the trees can only be considered after 10 years growth. (the wood was planted in 2002).

8.4 Forestry Commission Workshop – An invitation to attend a free workshop on Managing Farm Woods for Wildlife on 4 November has been received from the Forestry Commission. Cllr A Barnett will attend and a request for Cllr Mrs Oxtoby, Cllr M Brown and Mrs J Hoad to attend will be made.

8.5 Grant for Bluebell Bulbs – It was NOTED that the grant application in the amount of £400.00 for the purchase of Bluebell Bulbs had been successful. Mrs Trowbridge and volunteers from the Woodlands Group will plant the bulbs sometime in September.

9. Wildlife Survey

Mr F Booth has carried out the second survey after the cropping of the hay and has submitted the full survey to Kent Wildlife Trust.

10 Rural Payments Agency

It was NOTED that an interest payment in the amount of £60.65 had been received in respect of late payment of the 2005 Single Payment Scheme.

11. Health and Safety

11.1 The visual inspection sheets for the period June 2010 - August 2010 were available at the meeting.

11.2 New Ash Green Horticultural Society – Cllr M Brown PROPOSED that permission be granted to the New Ash Green Horticultural Society for weekly/fortnightly deliveries of manure from Court Field, to be received when ground conditions permit and to run in line with the opening of the horse riding route. SECONDED: Cllr Mrs Oxtoby and AGREED.

11.3 The damage to the stock fence between Northfield and Court Field was NOTED and confirmation of the actions taken to secure the fence were AGREED. PROPOSED: Cllr A Barnett SECONDED: Cllr M Brown and AGREED.

12. Soil Association

12.1 It was NOTED that the 2010 inspection by the Soil Association was carried out on 27 July 2010.

12.2 It was NOTED that the 2010 Defra Agriculture and Horticulture Survey has been completed.

13. Correspondence and Date of Next Meeting

13.1 The correspondence as set out in the Agenda dated 26 August 2010 was NOTED.

13.2 The date for the next meeting was set for **Friday 12 November 2010 at Ash Green Sports Centre commencing at 10.00am.**

The meeting was closed at 11.26am

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Chairman

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Date