

## NORTHFIELD MANAGEMENT COMMITTEE

### Minutes of the Meeting held on Wednesday 15 December 2010 commencing at 10:00am at Ash Green Sports Centre, Ash Road, New Ash Green

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

In Attendance: Mrs A de Jager  
Mrs J Hoad

#### 1. Apologies for Absence

Cllr M Brown (illness), Cllr Mrs Brammer (family commitment)

#### 2. Declarations of Interest

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

Cllr S Glover a personal interest in item 4.2 (3) payment of invoice, and in any matter relating to the New Ash Green Village Association, as a member of the Greenlands Committee.

#### 3. Minutes of the meeting held on 10 November 2010

The minutes of the meeting held on 10 November 2010 were signed as a true record.

#### 4. Financial Report

4.1 The balances were received and NOTED.

4.2 The payments set out in the Agenda were authorised with the addition of a payment to Westcutt Grass Cutting in the amount of £416.00 plus VAT , in respect of grass cutting. PROPOSED: Cllr Mrs Oxtoby SECONDED: Cllr A Barnett and AGREED.

4.3 The summary of receipts and payments of the Northfield Management Committee as at 6 December 2010 were NOTED.

4.4 Review the effectiveness of the system of internal audit – Cllr Mrs Oxtoby PROPOSED that the Chairmen meet to carry out the review and report back to the next Northfield Management Committee meeting. SECONDED: Cllr S Glover and AGREED.

#### 5. Land and Site Maintenance

5.1 EDF Lease – Cllr S Gaywood PROPOSED that the Northfield Management Committee accepts the revision in the amount of annual rent to £20.00 per annum subject to review every 5 years. SECONDED: Cllr S Glover FOR: 2 AGAINST: 2 MOTION FALLS. Cllr A Barnett PROPOSED that the Committee proceeds with the annual rental of £1.00 without review. SECONDED: Cllr Mrs Oxtoby and UNANIMOUSLY AGREED.

5.2 Access gate adjacent to Milestone School – It was NOTED that the licence from Kent County Council was awaited.

5.3 Surface Water Run off into Church Road – It was NOTED that the installation of the soak away has been completed. .

5.4 Hay Cutting – the tenders received were discussed and Cllr S Glover raised concerns about the amount of ragwort in the meadow. Cllr A Barnett PROPOSED that the quotation from Mr Hawkins be accepted. SECONDED: Cllr Mrs Oxtoby FOR: 3 AGAINST: 1 ABSTENTIONS: 1 (Cllr S Glover)

5.5 Grass Cutting Tender 2011 – 2012 - Cllr A Barnett PROPOSED that the tender from Westcutt Mowing is accepted: SECONDED: Cllr A Oxtoby and UNANIMOUSLY AGREED.

5.6 It was NOTED that the delivery of trees under the Kent Free Trees Scheme have been delayed due to the weather and will be ready for collection in late January 2011.

**6. Barnetts Wood and New House Shaw**

6.1 New House Shaw – it was NOTED that the necessary works had been completed.  
6.2 To consider undertaking annual inspection of trees in New House Shaw – Cllr Mrs Oxtoby PROPOSED that quotations are obtained and compared for a three year period and a single inspection and that the trees around the boundary of Northfield be incorporated. SECONDED: Cllr A Barnett and UNANIMOUSLY AGREED.

**7. Health and Safety**

7.1 Visual Inspection Sheets – the visual inspection sheets for the period September 2010 – November 2010 were available for inspection.

**8. Correspondence and Date of Next Meeting**

8.1 It was NOTED that a letter had been received from Allianz advising that they do not consider that the Committee will be liable for this claim.

8.2 The next meeting of the Northfield Management Committee will be held on **16 February 2011 at 10.00am at Hartley Library.**

**The meeting was closed at 11.00am**

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**Chairman**

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**Date**