

NORTHFIELD MANAGEMENT COMMITTEE

Minutes of the Meeting held on Wednesday 8 June 2011 commencing at 11:00am at Hartley Library, Ash Road, Hartley

Present: Cllr A Oxtoby (Chairman)
Cllr M Brown
Cllr Mrs Brammer
Cllr L Glander
Cllr R Burchell

In Attendance: Mrs A de Jager
Mrs J Hoad
2 Members of the Public

1. Apologies for Absence

Cllr S Glover (work)

2. Declarations of Interest

Cllr M Brown and Cllr Mrs Brammer a personal interest in any matter relating to the New Ash Green Village Association. Cllr M Brown a personal interest in item 6.3 as a Governor to Milestone School.

3. Minutes of the meetings held on 20 April and 20 May 2011

The minutes of the meetings held on 20 April and 20 May 2011 were signed as a true record.

4. Co-option of Members.

Cllr Mrs Oxtoby PROPOSED that Mr Alan Barnett be co-opted onto the Committee as per point 13 of the Constitution. SECONDED: Cllr M Brown and AGREED.

5. Financial Report

5.1 The balances were received and NOTED. Bank Statements were not available for signature as they were currently with the Auditor.

5.2 The Financial Statement as at 02 June 2011 was NOTED.

5.3 The following payments were authorised.

Mr T D Munday £80.00 May 2011 weekly inspections.

Mr T D Munday £100.00 June 2011 weekly inspections.

Mr T D Munday invoice to follow, approximately £120 for repairs to post and rail fence at Caling Croft. PROPOSED: Cllr Mrs Brammer SECONDED: Cllr M Brown AGREED.

Mr Barnett noted that a hedge could be planted along this fence in the future and that trees allocated under the Kent Free Trees Scheme could be used.

5.4 To note that the bank mandate would be signed at the close of the meeting.

6. Land and Site Maintenance

6.1 It was NOTED that two rail sections of the fence on the Caling Croft entrance have been replaced to prevent motorbikes entering Northfield and the cost was approved under 5.3 above.

6.2 The welding repair to the gate adjacent to Milestone School was authorised.

6.3 Access Gate adjacent to Milestone School – The licence has been received from Kent County Council. In his absence Cllr S Glover submitted a suggestion to modify the specification A2.(i)B Cllr S Glover felt that 4 inches of concrete is not sufficient to withstand the weight of a vehicle over 3 tonnes and it should be a minimum of 6 inches, and therefore the specification should include:

- o The removal of the topsoil to the subsoil base (approximately one foot)
- o Insert a layer of Type 1 (road stone/crushed concrete) 4 to 6 inches in depth.
- o Lay a membrane to prevent moisture rising.
- o Use a BA2 specification for concrete including reinforcement.
- o To have at least one expansion joint on the apron due to its length of 10 metres.

Cllr M Brown PROPOSED that the suggestions from Cllr S Glover were included in the specification. SECONDED: Cllr Mrs Oxtoby and AGREED.

Cllr Mrs Brammer PROPOSED that a 5% retention of payment for six months be inserted into point A2(iii) Payments to the Contractor. SECONDED: Cllr M Brown and AGREED.

6.4 It was NOTED that the bramble around the new hedge planted adjacent to Milestone School has been strimmed and sprayed.

Mr Barnett advised that the new growth on the boundary of Barnetts Wood and the ancient woodland requires spraying. It was AGREED that expenditure up to £100 be authorised for labour costs. Mr Munday has a supply of Roundup Spray.

6.5 The cutting of grass around the two copses of trees was authorised retrospectively and it was reported that approximately half of the trees have survived.

6.6 Cllr S Glover reported to the Clerk that there was a fair amount of Ragwort on Northfield. A letter will be sent to the contractor advising him and confirming that the hay must be cropped by the third week in July. The presence of Ragwort in the hay will affect what it can be used for and therefore its value. Mr Barnett advised that currently with the organic status in place, no spraying could take place and that the Ragwort would have to be removed by hand to maintain the organic status. However, the Committee receives £60.00 per hectare under the organic status and would receive £30.00 per hectare for non-organic status, Northfield is approximately 19 to 20 hectares. Mrs Hoad will inspect Northfield with Mr Munday on his routine weekly inspections.

6.7 It was NOTED that the lease with South Eastern Power (formerly EDF) and Deed of Variation and Licence to Sublet have been signed by both parish councils and returned to the New Ash Green Village Association.

7. Barnetts Wood and New House Shaw

7.1 The quotation from Independent Woodland Management to cut the grass between the trees in Barnetts Wood in August/September had not come in and Cllr Mrs Brammer PROPOSED that the Clerks in conjunction with the Chairmen authorise the cut and if necessary and additional cut in July. SECONDED: Cllr M Brown and AGREED.

7.2 The report from Mrs Trowbridge regarding the successful planting of bluebells on Northfield was NOTED and a thank you letter from the Committee will be sent to the Woodlands group in recognition of the volunteer's contributions.

8. Health and Safety

8.1 Visual Inspection Sheets – the visual inspection sheets for the period February 2011 – March 2011 are available for inspection from the secretary.

8.2 Reports of campfires and bonfires at the 'bomb hole' have been received. The police have been advised.

8.3 The Quantitative Tree Risk Assessment has been carried out with not urgent works required. The written report is still awaited.

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

9.1 The next meeting of the Northfield Management Committee will be held on **Friday 22 July 2011 at 10.00am at Ash Green Sports Centre, Ash Road, New Ash Green.**

The meeting was closed at 11.58am

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Chairman

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Date