

15 NORTHFIELD MANAGEMENT COMMITTEE

Minutes of the Meeting held on Monday 15 May 2023 at 9.30am at Hartley Library, Ash Road, Hartley.

Present: Cllr Mrs Oxtoby
Cllr Mrs Brammer
Cllr L Glander

In Attendance: Mrs A de Jager – Secretary
Mrs H Bodin - Treasurer

1. Apologies for Absence

None.

2. Declarations of Interest

None.

3. Minutes of the Meeting of 27 March 2023

Cllr Mrs Brammer PROPOSED that the minutes of the meeting held on 27 March 2023 are approved and signed. SECONDED: Cllr L Glander and AGREED.

4. Finance

- 4.1 The balances were received and NOTED.
4.2 The detail report setting out the financial position for the 2023-24 year have not been posted as the 2022-23 year end accounts are being finalised.
4.3 The following payments were authorised for payment, PROPOSED: Cllr Mrs Oxtoby
SECONDED: Cllr Mrs Brammer and AGREED.

Cheque Number	Payee	Particulars	Net	VAT	Gross
100576	T D Munday	Visual inspection Feb and Mar 2023 inv 55 and 60	160.00	0.00	160.00
100577	A de Jager	Re-imbusement 2 squire padlocks and 36 keys	155.52	31.10	186.62
100578	Ash-cum-Ridley Parish Council	Reimburse tags in 2 colours for horse riding route	105.00	0.00	105.00
100579	Lionel Robbins	Internal Audit 2022/23 inv 2023/35	60.00	0.00	60.00
100580	TD Munday	Visual inspection April inv 67	80.00	0.00	80.00

100581	Guardtop	Hedge cutting inv 7587	395.00	79.00	474.00
100582	T D Munday	Grass cutting	285.00	0.00	285.00
100583	A de Jager	Keys cut for Horse Riding Route	30.00	0.00	30.00

- 4.4 Internal Audit – the Internal Audit Report for 2022/23 was RECEIVED and NOTED PROPOSED: Cllr Mrs Brammer SECONDED: Cllr Mrs Oxtoby and AGREED
- 4.5 Annual Governance Statement - The Committee completed the Annual Governance Statement answering Yes to the assurances relating to the preparation of the Statement of Accounts and the Committees internal controls.
- 4.6. Accounts 2022/23 – The accounts for the year ended 2022/23 were NOTED and Cllr Mrs Oxtoby PROPOSED that the dates selected for the period of exercise of public rights are confirmed from 05 June 2023 to 14 July 2023. SECONDED: Cllr L Glander and AGREED.
- 4.7 Standing Orders – The review of the Standing Orders was carried out with no amendment. PROPOSED: Cllr Mrs Brammer SECONDED: Cllr L Glander and AGREED.

5. Land and Site Maintenance

- 5.1 Maintenance – it was NOTED that the strip of land separating New House Shaw and Barnetts Wood has been cut back. The dead Ash trees in the north west corner will be felled with no increase to the quote received in September 2022.
- 5.2 Hedge Cutting – Cllr Mrs Oxtoby PROPOSED that the request from New Ash Green Horticultural Society not to reduce the height of the hedges on the boundaries between the allotments and Northfield is AGREED, but that these hedges will continue to be faced when necessary to comply with the requirements of the Rural Payments Agency Basic Payments Scheme.
- 5.3 Fly-tipping – it was NOTED that Sevenoaks District Council have quoted £350.00 plus VAT to clear the camp in Barnetts Wood.
- 5.4 Woodlands Plan – a request will be sent to two tree surgeons to obtain their opinion to coppice the ancient woodland and to provide a quote and programme of works in relation to the remainder of the Woodlands Plan.
- 5.5 It was NOTED that Cllrs Mrs Oxtoby and L Glander and Mrs de Jager met with KCC staff on 29 March 2023 with a view to planning another small woodland. Within the grant from KCC, they will supply and plant the trees with a maximum area of 0.5 acre. A response from KCC is awaited.
- 5.6 Quantified Tree Risk Assessment – it was NOTED that the dates for the inspection were set for 26 April and 10 May 2023.
- 5.7 Hay cutting – it was NOTED that the field has been harrowed by the contractor.
- 5.8 Rural Payments Agency – it was NOTED that the 2023 Basic Payment application has been submitted.
- 5.9 Interpretative Panels – no progress to report.
- 5.10 Matters raised by members – none.

6. Horse Riding Route

- 6.1 It was NOTED that the horse riding route has re-opened with 15 members.

7. Health and Safety

7.1 No reports

8. Date of Next Meeting

The date of the next meeting was set for 26 July 2023 at 3pm at Ash Green Sports Centre.

The meeting closed at 10.00am

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Chairman

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Date