

## **NORTHFIELD MANAGEMENT COMMITTEE**

### **Minutes of the Meeting held on Monday 10 October 2023 at 11.25am at Ash Green Sports Centre, Ash Road, New Ash Green.**

Present: Cllr A Oxtoby - Chairman  
Cllr R Brammer  
Cllr S Fishenden  
Cllr L Glander  
Cllr I MacLeod

In Attendance: A de Jager – Secretary  
H Boden - Treasurer  
M Johnson-Hodges – Assistant Clerk, Ash-cum-Ridley Parish Council  
1 Member of the public

#### **1. Apologies for Absence**

None.

#### **2. Declarations of Interest**

None.

#### **3. Minutes of the Meeting of 02 August 2023**

Cllr S Fishenden PROPOSED that the minutes of the meeting held on 02 August 2023 are approved and signed with an amendment to the location of the meeting. The meeting was held at Ash Green Sports Centre, Ash Road, New Ash Green. SECONDED: Cllr A Oxtoby and AGREED.

#### **4. Finance**

This item was deferred to the end of the meeting.

#### **5. Land and Site Maintenance**

5.1 Car Parking.

**The meeting was adjourned at 11.26am to allow the Chairman of the New Ash Green Horticultural Association (NAGHA) to speak.  
The meeting was reconvened at 11.40am**

Cllr R Brammer PROPOSED that the Secretary contacts the Chairman of the NAGHA advising that a planning application would need to be submitted to Sevenoaks District Council and that Hartley Parish Council will submit the application on behalf of the NAGHA. Mrs Susan Heads will be contacted to see if she would be available to draw up the required amendments and the relevant costs. The costs to be born by NAGHA. Before submission of the plans, the stile in the corner of the field must be moved to the other side of the entrance and the concrete cross-over included in the drawings. SECONDED: Cllr S Fishenden and AGREED.

- 5.2 Woodlands Plan – Cllr A Oxtoby PROPOSED that the quotation to undertake coppicing of 25% of New House Shaw from NPC Tree Surgery in the amount of £9,150.00 plus VAT is accepted. SECONDED: Cllr S Fishenden and AGREED. Item G2 Barnetts Wood will be placed on hold and revisited in 2024. Cllr L Glander PROPOSED that more detail relating to G2 is obtained from NPC Tree Surgery. To obtain a quote from Kent Grasslands to flail over grown brambles encroaching on to rides. SECONDED: Cllr R Brammer and AGREED.
- 5.3 Hay Cutting – It was NOTED that the hay cutting has been completed.
- 5.4 Byelaw signs – Cllr A Oxtoby PROPOSED that the quote from Metro Signs for two Byelaw signs is accepted, without posts and that the signs are fitted to the gates or adjacent fences. SECONDED: Cllr L Glander and AGREED.
- 5.5 Interpretative Panels – no progress has been made.
- 5.6 New Ash Green Football Club – Cllr Mrs Oxtoby PROPOSED that the request from New Ash Green Football Club is not progressed for the following reasons; The cost of getting the ground to the standard required by the football association would be too costly. The removal of flints and the importation of soil onto Northfield would contravene the Planning Conditions for Northfield. In addition, there are no facilities such as changing rooms or toilets. The final reason is that the space is currently used as a hay meadow, for which we receive grants from the Rural Payments Agency for the maintenance of the land and to change the use of this land would significantly reduce the grant and therefore the income of the Northfield Management Committee. SECONDED: Cllr R Brammer and AGREED.
- 5.7 Matters raised by members – Nina Skinner, Assistant Partnership Officer, North West Kent Countryside Partnership met with members and walked around Northfield today, to confirm the areas selected for planting 2,500 whips in agreed areas. The Woodlands Group, New Ash Green Primary School and Milestone Academy will be approached to see if they would like to assist in the planting of the whips together with corporate volunteers.
- It was NOTED that a hot BBQ had been placed on the seat of one of the benches and has melted the surface. Enquiries will be made with the supplier to see if it can be repaired.

## **6. Horse Riding Route**

- 6.1 Mounting Blocks – Cllr L Glander PROPOSED that Nick Connell is approached to quote for the provision and installation of two logs on each side of the Church Road gate to act as mounting blocks. SECONDED: Cllr A Oxtoby and AGREED.
- 6.2 It was AGREED that the Horse Riding Route would be closed for the season at the end of October 2023.

## **7. Health and Safety**

- 7.1 It was NOTED that the pole at the kissing gate between Court Field and Northfield has been moved to allow motorbike access. There are missing rails at the entrance adjacent to Milestone Academy. The kissing gate between Caling Croft and Northfield needs to be repaired.

### **Deferred Item:**

#### **4 Financial Report -**

- 4.1 The balances were received and NOTED.
- 4.2 The detail report setting out the financial position of the Northfield Management Committee as at 2 October 2023 were NOTED

4.3 The following payments were authorised for payment, PROPOSED: Cllr L Glander  
 SECONDED: Cllr S Fishenden and AGREED.

<b>Cheque Number</b>	<b>Payee</b>	<b>Particulars</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>
100590	Zurich Insurance	Annual insurance premium	408.43	0.00	408.43
100591	T D Munday	Visual inspection July inv 90	80.00 235.00	0.00 0.00	80.00 315.00
100592	T D Munday	Grass cutting play area and adjacent to Milestone School June inv 20	180.00 55.00	0.00	235.00
100593	T D Munday	Visual inspection August inv 98	80.00	0.00	80.00
100594	Ash-cum-Ridley Parish Council	Purchase of 3 no keys re bollard (Marshalls inv 203220)	23.75	4.75	28.50
100595	Hartley Parish Council	Rialtas subscription 01/04/23 – 31/03/23	204.25	0.00	204.25

4.4 Budget 2024/25 – Cllr A Oxtoby PROPOSED that the contribution from each Parish Council is set at £2000,00 for the 2024/25 financial year. SECONDED: Cllr R Brammer and AGREED.

4.5 Bank Accounts

a. Bank Signatories. The following members were appointed as signatories to the Northfield Management Committee bank accounts; Cllr A Oxtoby, Cllr S Fishenden and Cllr I MacLeod.

b. Account Restrictions. The Treasurer advised that the restriction on the account will be lifted upon presentation of completion of the relevant forms.

4.6 Cllr R Brammer PROPOSED that Mr Lionel Robbins is confirmed as Internal Auditor for the financial year 2024/25. SECONDED: Cllr A Oxtoby and AGREED.

**8. Date of Next Meeting**

The date of the next meeting was set for 16 January 2024 at 2pm at Ash Green Sports Centre, Ash Road.

The meeting closed at 12.46pm

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 Chairman

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 Date