

NORTHFIELD MANAGEMENT COMMITTEE

Minutes of the Meeting held on Tuesday 06 May 2025 at 12.30pm at Ash Green Sports Centre, Ash Road, New Ash Green, DA3 8JZ

Present: Cllr S Fishenden
Cllr L Glander
Cllr M Manley
Cllr A Oxtoby – Chairman

In Attendance: A de Jager – Secretary
H Boden - Treasurer

1. Apologies for Absence

Apologies for absence had been received from Cllr I Macleod.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the Meeting of 13th January 2025

Cllr A Oxtoby PROPOSED that the minutes of the meeting held on 16 April 2025 2025 are approved and signed. SECONDED: Cllr S Fishenden and AGREED.

4. Finance

4.1 Bank balances – the balances were RECEIVED and NOTED.

4.2 Payments - the following payments were authorised for payment. PROPOSED: Cllr A Oxtoby SECONDED: Cllr M Manley and AGREED.

Chq no	Payee	Particulars	Net	VAT	Gross
100657	Rialtas Business Solutions	Data back up service- annual subscription	254.00	50.80	304.80
100658	Lionel Robbins	Inv 2025/39	105.00	0.00	105.00

4.3 Internal Audit Report – the Internal Audit Report for 2024-25 was RECEIVED and NOTED.

4.4 Annual Governance Statement - the Northfield Management Committee Annual Governance Statement for 2024/25 was completed with the Committee answering Yes to all questions and signed by both Chairman.

4.5 Accounts 2024/25 – the accounts for the year ended March 2025 were considered and agreed with the dates for the period of exercise of public rights set for 03 June to 14 July 2025.

4.6 Statement of Internal Control – the review and approval of the Statement of Internal Control was carried out without amendment. PROPOSED: Cllr A Oxtoby SECONDED: Cllr S Fishenden and AGREED.

5. Land and Site Maintenance

5.1 it was NOTED that the campfire on the boundary of Barnetts Wood has been cleared along with a second campfire area in Barnetts Wood.

5.2 It was NOTED that an email had been received from the Woodlands Group regarding the new trees and suggesting that the guards and stakes be removed. It was AGREED that this will be considered on receipt of a response from Kent Trees..

7. Health & Safety

7.1 Visual Inspections – no items to report.

8. Date of Next Meeting

The date of the next meeting was set for Tuesday 30 September 2025 at Ash Green Sports Centre at 12.30pm preceded by a walk at 11.30am.

The meeting closed at 12.51am

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Chairman

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Date