

ASH-CUM-RIDLEY PARISH COUNCIL

Minutes of the meeting held on Thursday 17 April 2025 at the New Ash Green Youth & Community Centre, North Square, New Ash Green, DA3 8JY

Present: Cllr S Fishenden
Cllr M Aspinall
Cllr C Clark
Cllr J Clucas
Cllr F Cottee
Cllr C Gorton
Cllr S Hobbs
Cllr P Kirtley
Cllr I Macleod
Cllr M Manley
Cllr J Scott

In Attendance: Alison de Jager – Clerk
Megan Johnson-Hodges – Assistant Clerk
Cllr D Brazier – Kent County Council
Cllr M Lindop – Sevenoaks District Council
2 Member of the public

8944/25 Apologies for Absence

Apologies for absence were received from Cllrs R Brammer (prior commitment), A Jauch (family commitment), V Ngwenya (holiday). Cllr G Pender sent his apologies, but no reason for absence. Cllr S Fishenden PROPOSED that the apologies and reasons for absence were accepted with the exception of Cllr G Pender. SECONDED: Cllr J Clucas and AGREED.

District Councillors Penny and Perry Cole also sent their apologies.

8945/25 Declarations of Interest

- a. Cllr S Fishenden as he is a Trustee of the Young Lives Foundation. (Public Session – address from David Jenkin).

8946/25 Minutes

It was resolved that the minutes of the meeting held on Thursday 12 February 2025 be approved and signed. PROPOSED: Cllr S Fishenden SECONDED: Cllr M Aspinall and AGREED. The minutes of the meeting held on 11 March 2025 were approved and signed. PROPOSED: Cllr S Fishenden SECONDED: Cllr J Scott and AGREED. The minutes of 20 March 2025 were approved and signed. PROPOSED: Cllr S Fishenden SECONDED: Cllr S Hobbs and AGREED..

The meeting was adjourned at 7.48pm

- To receive reports from the County and District Councillors
- Public Session – Mr David Jenkin – The Young Lives Foundation.

The reports from the above are attached to these minutes

The meeting reconvened at 8.09pm

8947/25 Clerk's Report

- a. The Clerk's Report was RECEIVED and NOTED and is attached to these minutes.

8948/25 Council Administration

- a. **Community Warden Contract** – It was NOTED that Kate Jackson from Surry Hills Solicitors has been instructed to review the contract from Kent County Council.

8949/25 Finance and Governance

- a. **Current Financial Position** - The Clerk advised that the accounts for financial year ended 31 March 2025 were being prepared and therefore the receipts and payments for the beginning of April have not been entered on the new accounts software system.
- b. **Approval of Payments** – Cllr M Manley PROPOSED that the payments to 11 April 2025 are APPROVED. SECONDED: Cllr C Gorton and AGREED.
- c. **Kent Association of Local Councils** – Cllr S Fishenden PROPOSED that the renewal of the annual subscription to KALC in the amount of £1,870.00 plus VAT is AUTHORISED. SECONDED: Cllr J Clucas and AGREED.
- d. **Policies:**
 - i. **Planning Guidelines** – the review was carried out without amendment. PROPOSED: Cllr J Clucas SECONDED: Cllr M Aspinall and AGREED.
 - ii. **Lone Working Policy** – the review was carried out. Cllr S Fishenden PROPOSED that the amended policy be APPROVED. SECONDED: Cllr C Gorton and AGREED.
 - iii. **Home Working Policy** – the review was carried out without amendment. PROPOSED: Cllr S Hobbs SECONDED: Cllr M Manley and AGREED.
 - iv. **Pensions Discretionary Policy** – the review was carried out. Cllr S Fishenden PROPOSED that the first option under point 3.3 is deleted. SECONDED: Cllr C Clark and AGREED.
 - v. **CIL Grant Application Policy and Guidance** – Cllr S Fishenden PROPOSED that the CIL Grant Application Policy and Guidance is ADOPTED. SECONDED: Cllr M Manley and AGREED.

8950/25 Planning

- a. **Applications**
 - 25/00663: Kiltanon, Chapel Wood Road, Ash, TN15 7HX** – Add pitched roofs to existing flat roofed extensions. Convert garage to habitable room. New front porch. Remove timber cladding and replace with facing brickwork. Alterations to fenestration. Cllr F Cottee PROPOSED that the Parish Council does not object to the application but would request the removal of any further permitted development rights. SECONDED: Cllr P Kirtley and AGREED.
- b. It was NOTED that the notes of the Planning Applications Working Group held on 02 April 2025 will be distributed with the May 2025 Agenda.

8951/25 Ash Green Sports Centre

- a. **Current Financial Position** – The Clerk advised that the accounts for financial year ended 31 March 2025 were being prepared and therefore the receipts and payments for the beginning of April have not been entered on the new accounts software system
- b. **Approval of Payments** – Cllr M Manley PROPOSED that the payments made to 11 April 2025 are APPROVED. SECONDED: Cllr C Gorton and AGREED.
- c. **Sport Centre Management Committee** – the minutes of the meeting of 04 March 2025 were NOTED.

8952/25 Community and Environment

- a. **Focus Group** – the notes of the meeting of 13 January 2025 were NOTED.

- b. **Mobile phone survey** – Cllr M Manley PROPOSED that the Parish Council supports the survey set up by Tom Tugendhat MP and publicise in the Parish. SECONDED: Cllr J Clucas and AGREED.
- c. **Lances Almshouse Charity** – Cllr S Fishenden PROPOSED that Mr Michael Lopez is nominated to represent the Parish Council on the committee of the charity. SECONDED: Cllr J Clucas and AGREED.

The meeting was adjourned at 8.20pm to allow Mr C Clark to speak on the following item.

The meeting reconvened at 8.45pm

- d. **Ash Village Hall** – Cllr S Fishenden advised that the Parish Council is limited in the support that can be offered, but suggested we keep a watching brief on developments. The report from Mr Clark is attached to these minutes.

8953/25 Items for Information

- Cllr F Cottee asked for clarification on training which may be offered by KALC relating to the significant changes to the Nation Planning Policy Framework. Enquiries will be made with KALC.
- Cllr M Aspinall confirmed that the Clocktower gym will be moving to Green Street Green in June. One of the instructors is interested in working with the Sports Centre as she has a good following of local parents.
- Cllr J Scott confirmed that he will speak on behalf of the Parish Council at the Sevenoaks Development Management Committee meeting regarding the site next to Swan Farm House.
- Cllr S Hobbs and Cllr P Kirtley asked if the No New Ash Green Solar Group submit an article for the next edition of the Bulletin, updating residents on the planning application.
- Cllr J Clucas reported an incident at her home where youths entered her back garden, damaging a slate of wood and leaving a public right of way on her path. The neighbour had CCTV and she received a good response from the Police.
- Cllr P Kirtley asked if the advice from KALC had been received regarding the application for a donation from the No NAG Solar Campaign Group. It was confirmed that this had been received and discussed at the relevant Parish Council meeting.

8954/25 Progress Tracker

- a. The Progress Tracker was NOTED.

The meeting closed at 8.54pm

Signed:

Date: Chairman

ASH-CUM-RIDLEY PARISH COUNCIL

Agenda Item: **4 – Full Council 17 April 2025**

Report Title: **Clerk's Report**

ANNUAL PARISH MEETING

The minutes of the Annual Parish Meeting held on 09 April 2025 will be distributed with the May Agenda.

BULLETIN

The deadline for articles for the Bulletin is 01 July 2025.

BURIAL GROUND

We have been in contact with the Kent Youth Justice Service and they will assist with the maintenance in the Burial Ground, specifically clearing grass cuttings from memorials.

EASTER YOUTH PROVISION

Another successful week of half-term activities. The programme included Dancing Dots, Musical Theatre, Acrobatics, Gymnastics, CycleMe Tots, and Table Tennis Experience sessions. Racket sports were also available. All activities were charged at £1 per child. We received positive feedback and parents appreciate the provision.

FOCUS GROUP

Due to a high number of apologies, the Focus Group meeting of 14 April 2025 has been postponed.

INTERNAL AUDIT

The internal audit for the Parish Council and Sports Centre will be completed on 28 April 2025. The Northfield internal audit will be carried out on the same day.

NEW ASH GREEN SHOPPING CENTRE

KMP arranged a meeting with the Parish Council, New Ash Green Village Association and Sevenoaks District Councillors to give an update on their plans for the shopping centre. The meeting addressed the plaza regeneration, focusing on accessibility. KMP will apply for funding for this project. They are also looking at expanding the CCTV to cover the car parks and bus stops. Planned maintenance includes resurfacing car parks, repairing walls and canopies and installing fences to deter antisocial behaviour.

NEW ASH GREEN YOUTH & COMMUNITY CENTRE

Members of the Parish Council and New Ash Green Village Association met with the Trustees of the Youth & Community Centre. The Trustees would like both organisations to assist with recruiting volunteers to assist with the day to day running and maintenance of the Centre and to help with grants and fundraising for building maintenance. We are awaiting a copy of the constitution, following which a further meeting will be held.

NORTHFIELD

- Barnetts Wood – 63 Ash trees identified in a Quantitative Tree Risk Assessment have been felled. These trees were either dead or infected with Ash Die Back.
- The Horse Riding Route has re-opened.
- The minutes of the meeting of 16 April 2025 will be distributed with the May Agenda.

SPEED INDICATOR DEVICE

New batteries have been ordered for the Speed Indicator Device and a Councillor from Hartley Parish Council will move the device between the two locations.

SPORTS CENTRE – prices have been reviewed and some charges will increase with effect from 01 May 2025.

THURSDAY LUNCH CLUB – the price of the lunch has been increased to £8.00 with effect from 17 April 2025.

ASH-CUM-RIDLEY PARISH COUNCIL

Agenda Item: **9.5 – Full Council 17 April 2025**

Report Title: **Ash Village Hall**

To receive an update from Cllr C Clark on the future of Ash Village Hall, which may revert to Church ownership within the next year.

Items for consideration:

- Whether the Parish Council should enter into discussion regarding the transition or future use of the Hall.
- The potential impact on Parish Council-led events, such as the Remembrance Service and use of the hall as a Polling Station.
- The hall was not designated as an Asset of Community Value previously. To consider whether this should now be pursued.
- The possibility of the Parish Council having representation on a proposed community steering and strategy group being formed to work with the current Hall Committee.