

ASH-CUM-RIDLEY PARISH COUNCIL

The Parish Office, Ash Green Sports Centre, Ash Road, New Ash Green, Kent, DA3 8JZ

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11 September 2026

Dear Councillor

You are hereby summoned to attend the next meeting of the Ash-cum-Ridley parish Council which will be held at **7.30pm on Thursday 17 September 2026 at Milestone Academy TRAC Centre, Ash Road, New Ash Green, DA3 8JZ.**

Yours faithfully

A de Jager

Alison de Jager
Parish Clerk

AGENDA**1. APOLOGIES FOR ABSENCE****2. DECLARATIONS OF MEMBERS INTERESTS AND DISPENSATIONS****3. TO APPROVE THE MINUTES** of the Parish Council meeting held on Thursday 16 July 2026 (Attached).**4. PUBLIC SESSION AND EXTERNAL REPORTS**

- KENT POLICE
- COUNTY COUNCILLOR
- DISTRICT COUNCILLORS
- NEW ASH GREEN VILLAGE ASSOCIATION

5. CLERK'S REPORT**(APPENDIX A GREEN)**

To note the report of items for information from the Clerk.

6. COUNCIL ADMINISTRATION**(APPENDIX B ORANGE)****6.1 Internal Audit 2026/27–**

1. To review and approve the scope of the internal audit for the 2026/27 financial year.
2. Appointment of Internal Auditor - to confirm the appointment of Mulberry & Co as Internal Auditor for the 2026/27 financial year, noting that this is the second year of a three-year agreement.

6.2 Ash Burial Ground – to carry out a review of the Regulations for the Burial Ground and Memorial Garden. (attached)**7. FINANCE AND GOVERNANCE****(APPENDIX C PINK)**

- 7.1 Current Financial Position:** To receive a verbal update from the Deputy Clerk on the Council's current financial position and note the reports attached.
- 7.2 Approval of Payments:** To approve the payments made since the last meeting, up to 11 September 2026.
- 7.3 Children's Centre:** to give consideration to the attached progress report on the purchase of the Children's Centre.

8. GRANTS AND DONATIONS**(APPENDIX D LIME)**

- 8.1 To give consideration to the appeal for funding as per the attached application forms:
- Kent, Surrey & Sussex Air Ambulance (£400 awarded in 2025/26)
 - NAG Junior Football Club (£250 awarded in 2025/26)
 - West Kent Mediation (£350 awarded in 2024/25)

9. PLANNING**(APPENDIX E GOLD)****9.1 Applications:**

26/00714: Bluebell Paddock, Gravesend Road, Wrotham, TN15 7JS – Planning permission for caravan with associated hardstanding, Portacabin and x2 sheds. **Cllr F Coffee**

26/01741: Rose House, Gravesend Road, Wrotham, TN15 7JL – Proposal to extend an existing dropped kerb and erection of a 2m boundary fence. **Cllr F Coffee**

26/02142: Leaders, Hodson Street, TN15 7LH – Replacement of three timber framed windows to south elevation. **Cllr F Coffee**

26/02185: 50 Westfield, New Ash Green, DA3 8QW – Demolition of existing conservatory and erection of part single, part two storey side and rear extensions with roof light. Internal alterations and alterations to fenestration. **Cllr M Manley**

26/02218: Holywell Farm House, Greenfields, Hodson Street, TN15 7LE -Demolition of existing garage and erection of new garage. **Cllr F Coffee**

26/02220/VAR106: Oast House Nursery, Ash Road, Ash, TN15 7HJ - Variation of Section 106 agreement of APP/G2245/W/23/3331236 related to 22/03313/FUL. **Cllr J Scott**

- 9.2 **Community Infrastructure Levy (CIL) Charging Schedule Review** – to give consideration to SDC's Draft CIL Charging Review and agree the Parish Council's response to the consultation.

- 9.3 To note the notes of the Planning Applications Working Group meetings of 04 August 2026, 25 August 2026 and 01 September 2026 (attached).

- 9.4 **Sevenoaks District Council Local Plan** – to note that The Parish Council's response to the Sevenoaks District Council Regulation 19 Local Plan consultation has now been submitted. The response sets out the Parish Council's concerns regarding the proposed scale and location of development affecting Ash-cum-Ridley, and includes detailed comments on the soundness of the Plan, sustainability, transport and infrastructure, individual policies and proposed site allocations. The Council has also requested the opportunity to appear at the Examination in Public.
A copy of the Parish Council's full submission will be available on the Parish Council website and on social media.

10. ASH GREEN SPORTS CENTRE**(APPENDIX E BLUE)**

- 10.1 **Current Financial Position:** To receive a verbal update from the Deputy Clerk/Finance Officer on the Sports Centre's current financial position and note the reports attached.
- 10.2 **Approval of Payments** – To approve the payments made since the last meeting to 11 September 2026.

11. COMMUNITY AND ENVIRONMENT**(APPENDIX F LILAC)**

- 11.1 **Ash Dog Waste Bin** – At the recent site visit to the Burial Ground, members present considered the location previously suggested for the requested dog waste bin. Members felt that the proposed location was unsuitable, as it would not be visible to dog walkers using the footpath in front of the Church and would only be visible only to those using the Church car park. To consider the progress of the provision.
- 11.2 **New Ash Green – Access to Cash** – to receive the attached report on the outcome of the LINK's Cash Access Assessment and to consider any further action.

- 11.3 **Focus Group** – to note the notes of the meeting of the Focus Group held on 13 July 2026.
- 11.4 **Northfield Management Committee** – To note the minutes of the meeting of the Northfield Management Committee held on 9 September 2026, attached.
- 11.5 **Hodsoll Street Play Area** – RoSPA Inspection and lease/licence – report attached.
- 11.6 **Act of Remembrance** – to discuss whether the Parish Council organises a Service of Remembrance at Ash War Memorial on Wednesday 11 November 2026 at 10.45am, followed with tea and coffee in the Village Hall.
- 11.7 **Wreath** – should a service be held, to authorise the purchase under **Section 137 of the Local Government Act 1972** of a wreath from the Roal British Legion to lay at Ash War Memorial. (£100.00 donated 2025).
- 11.8 **Youth Christmas Event** – to note that Cllr M Fothergill has provided a grant in the amount of £1,227.00 in this regard and to approve the balance due of £464.21 to be paid and allocated to the youth provision budget.

12. ITEMS FOR INFORMATION:

- 12.1 To receive verbal reports from all Councillors, for information only.

13. PROGRESS TRACKER

(APPENDIX G LIGHT BLUE)

- 13.1 To note the progress tracker of Council decisions.

Pursuant to Standing Order 3 (d) the public will be excluded from the meeting during the reporting of agenda item 14. Staffing, due to the confidential nature of this item

14. STAFFING – Report attached (Pink – Confidential)

ASH-CUM-RIDLEY PARISH COUNCIL

**Minutes of the meeting held on Thursday 16 July 2026 at Ash Village Hall, The Street,
Ash, TN15 7HB commencing at 7.30pm.**

Present: Cllr S Fishenden
Cllr M Aspinall
Cllr R Brammer (arrived 7.33pm)
Cllr C Clark
Cllr J Clucas
Cllr S Glover (arrived 7.48pm)
Cllr C Gorton
Cllr S Hobbs
Cllr A Jauch
Cllr P Kirtley
Cllr I MacLeod
Cllr M Manley

In Attendance: Alison de Jager – Parish Clerk
Karen Law- Deputy Clerk/Finance Officer
Megan Hodges – Assistant Clerk
Cllr M Fothergill – Kent County Council
Cllr M Lindop – Sevenoaks District Council
Cllr Perry Cole – Sevenoaks District Council
PC J Weatherall
1 member of the public

9130/26 Apologies for Absence

Apologies for absence were received from Cllrs F Cottee and J Scott (holiday). Cllr S Fishenden PROPOSED that the apologies and reasons for absence were accepted. SECONDED: Cllr M Manley and AGREED.
District Councillor Penny Cole sent her apologies.

9131/26 Declarations of Members Interests and Dispensations

None

9132/26 Minutes

It was RESOLVED that the minutes of the meeting held on Thursday 18 June 2026 be signed and approved with the following correction: 9122/26 a £796,142 corrected to £96,142. PROPOSED: Cllr S Fishenden SECONDED: Cllr C Gorton and AGREED.

9133/26 Public Session and External Reports

County Councillor M Fothergill reported that the Government has announced that option 4b has been selected for the Local Government Reorganisation (LGR), which sees Sevenoaks with Tonbridge and Malling, Tunbridge and Maidstone. She raised concerns for East Kent and noted that Dartford and Gravesham have been grouped with Medway which has been in special measures financially on two occasions. (Cllr R Brammer arrived). Solar Farms – there have been four solar farms approved in this area and Cllr Fothergill has presented a report to the July KCC meeting to ensure KCC works with district and borough councils to include the cumulative impact of multiple solar applications and to protect agricultural land. The closure of the post office in New Ash Green and Longfield have been confirmed and through the journalist from the BBC there will be continued representation in the media. If

anyone has any questions that they would like Cllr Fothergill to put to KCC, please email her and she will arrange for them to be submitted.

PC Weatherall reported that as an area, crime numbers are stagnant. However, antisocial behaviour has increased as is usual in the summer. Some of this ASB is associated with e-scooters and bikes in the shopping centre in the evenings with a mix of ages noted. There has been a decrease in the number of Nitrous Oxide canisters and catapult reports. More visible patrolling is taking place in the Shopping Centre and the woods. Checks on untaxed vehicles in the village have been carried out with warning notices issued. In May he recovered a stolen vehicle in New Ash Green following information reported by local residents. The Community Safety Day held on 6 June 2026 included a Police vs young people football match. The next Coffee with a Cop event will be held outside the primary school on 11 September 2026. Promotion of My Community Voice continues, this helps residents to hear directly from the neighbourhood policing team. Members were invited to join. (Cllr S Glover arrived). Cllr R Brammer reported that motorbikes ride through Nine Horse Wood every summer. Cllr M Aspinall asked if the masked motorbike rider on Ash Road has been identified. No positive identification has been made.

Cllr M Lindop advised that the deadline for the VA to respond to the waste collection deadline has passed and this may cause chaos in October. There are major changes to the planning process that come into effect from October with Parish Councils not being able to call planning applications into Development Management Committee and decisions will be taken by officers. In the Local Government Reorganisation Sevenoaks will form a unitary authority with Tunbridge Wells, Tonbridge and Malling and Maidstone. A motion has been put to full Council from Cllr L Manston calling for the District Council to support the provision of electric vehicle charging points cover the whole district. No NAG Solar are holding a meeting at the Village Hall on 24 July to discuss how to approach the defence of an appeal to SDC's decision to refuse planning permission. Two shops have applied to host the Post Office. The woodlands group will be holding a work day in the Orchard on Saturday at 10am. Cllr J Clucas asked if the new unitary authorities would affect the government's housing allocations.

Cllrs M Manley, J Clucas and C Gorton all raised concerns regarding the assisted waste collection offered by SDC with some people being told they are registered, but no collections taking place and other residents have been advised that they cannot register for this service until October.

Cllr P Cole advised that 200 responses have been received from the traffic survey carried out regarding the parking on Ash Road outside the post office. These will be analysed and see if a solution can be added to the Hartley Parish Council HIP. The Hartley Community Speedwatch has now been set up and training of volunteers to take place. SDC will be delivering the new wheelie bins from mid-July to October. Letters will be sent to all households and the start date is scheduled for 12 October 2026. There is information in the InShape magazine, website and social media. SDC will contact those who need to renew their postal vote. Local Plan - the Regulation 19 consultation will start on 23 July 2026 and run till 17 September 2026. Residents are encouraged to respond. From October 2026 planning applications referred to Development Management Committee will be limited and will see a reduction of approximately 80% of current applications. Legal advice states that this revised practice must be adhered to and that applications will fall mainly into either Schedule 1 or Schedule 2. Scheduled 1 applications will be determined by the Officers and Schedule 2 applications by the Chief Planning Officer and the Chairman of the Development Management Committee. The merge with the Local Government

Reorganisation will see SDC's representation reduce from 54 to 18/20 based on ward boundaries and population.

9134/26 Clerk's Report

- a. The Clerk's Report was RECEIVED and NOTED.

9135/26 Council Administration

- a. **IT Policy** – Cllr M Manley PROPOSED that the draft IT Policy is adopted without amendment. SECONDED: Cllr M Aspinall and AGREED.
- b. **Document Retention Policy** – The review of the Document Retention Policy was carried out without amendment. PROPOSED: Cllr S Fishenden SECONDED: Cllr P Kirtley and AGREED.
- c. **Accessibility Statement** – The review of the Accessibility Statement was carried out with out amendment. PROPOSED: Cllr C Gorton SECONDED: Cllr J Clucas and AGREED.
- d. **Ash Burial Ground:**
 - I. **Burial Ground Regulations:** Cllr J Clucas PROPOSED that this review is deferred to the September meeting in order to update the regulations, recognising that the Burial Ground is full. SECONDED: Cllr C Clark and AGREED.
 - II. **Memorial Garden Regulations:** The regulations were reviewed without amendment. PROPOSED: Cllr A Jauch SECONDED: Cllr C Gorton and AGREED.

9136/26 Finance and Governance

- a. **Current Financial Position** – The Deputy Clerk/Finance Officer advised that the current balance is £280,312.14 which is a surplus of £93,896. General Reserves after adjustment are £122,200 which is £3,833 below 3 months running costs. One third of the utilities bill is paid by the Parish Council. The Audit fee to Mulberry has been made in the amount of £214.65. There is an increase in the delivery cost for the Bulletin as we have reverted to delivering to all houses in the Parish.
- b. **Approval of Payments:** Cllr M Aspinall PROPOSED that the payments made since the last meeting up to 09 July 2026 are APPROVED. SECONDED: Cllr C Clark and AGREED.

9137/26 Planning

- a. **Applications:**
 - 26/01355/PIP: The Oaks, Billet Hill, Ash, Kent, TN15 7HG** - Erection of dwellings with a minimum of 1 and maximum of 1 net dwellings and associated ancillary works Cllr M Manley PROPOSED that the Parish Council objects to this application as inappropriate development within the Green Belt with no very special circumstances stated. SECONDED: Cllr C Gorton and AGREED.
 - 26/01399: Holywell Park, Greenfields, Hodsoll Street, TN15 7LE** – Refurbishment, retention and repair of the existing panelling; Removal of the raised floor area within the dining room; Removal of the existing fireplace, which will be reused following the lowering of the raised floor area; Replacement of the modern carpet with LVT tiles over an existing modern floor structure. Cllr S Fishenden PROPOSED that the Parish Council understands the need to adapt the dining room to its existing role in the Care Home. We have no objections to the proposed alterations provided that they comply with current planning policies and conservation guidelines. SECONDED: Cllr S Hobbs and AGREED.

- b. The notes of the Planning Applications Working Group meeting of 07 July 2026 were NOTED.
- c. **Sevenoaks District Council Local Plan Regulation 19** - It was NOTED that the Regulation 19 Consultation will run from 23 July 2026 to 17 September 2026. Cllr S Fishenden PROPOSED:
 - I. No changes are required to the Parish Council's previous Regulation 18 consultation response.
 - II. Agree that, as no amendments are required, to delegate the preparation and submission of the Parish Council's response to the Clerk, in consultation with the Chairman, Vice-chairmen and Laura Horner.
 - III. Agree that the response should be based on the Parish Council's previous Regulation 18 submission together with any relevant changes identified in the published Regulation 19 documents.
 - IV. To authorise Laura Horner to represent the Parish Council during the independent examination including speaking at the Examination in Public if required.
 SECONDED: Cllr M Manley and AGREED.

9138/26 Ash Green Sports Centre

- a. **Current Financial Position** – The Deputy Clerk/Finance Officer advised that the current balance is £17,647.10 with a surplus of £1,854.10 which is approximately 1.7 times running costs. Most income codes are on budget. The utilities invoice to 7 July in the amount of £924.84 has been paid. It was noted that this cost code has been renamed to Utilities & Site Costs. The 6 month service and a repair to the Air conditioner has been carried out.
- b. **Approval of Payments** – Cllr S Fishenden PROPOSED that the payments made since the last meeting to 09 July 2026 are APPROVED. SECONDED: Cllr M Aspinall and AGREED.

9139/26 Community and Environment

- a. **Highways Improvement Plan (HIP) Working Group** – The notes of the meeting of the Working Group held on 17 June 2026 were NOTED.
- b. **Children's Centre** - Cllr S Fishenden PROPOSED that the following recommendations are approved en bloc. SECONDED: Cllr M Aspinall and AGREED.
 - I. Authorise the Clerk to obtain a quote from a local architect to review the proposed layout, advise on Building Regulations, accessibility, toilet design and assist with preparation of a tender specification.
 - II. Approves the commencement of the tender process for the refurbishment works, in accordance with the Council's Financial Regulations, Standing Orders and the Procurement Regulations 2024. All quotes to be presented to the Parish Council.
 - III. Delegates to the Clerk, in consultation with the Chairman and Vice-Chairmen, authority to progress preparatory work required for the tender process, including preparation of the specification and identification of suitable contractors.

9140/26 Items for Information

- Cllr M Aspinall advised that Pets Pantry is now accepting parcel collection and delivery.
- Cllr C Gorton advised that the Junior Youth Group has received very positive feedback.

- Cllr R Brammer asked for an update on the twinning with the village in Ukraine. Cllr S Fishenden will follow up and report back.

9141/26 Progress Tracker

The Progress Tracker was NOTED.

The meeting closed at 8.49pm

Signed:
Chairman

Date:

Clerk's Report

ASH-CUM-RIDLEY PARISH COUNCIL

Agenda Item: 5 – Full Council 17 September 2026

Report Title: Clerk's Report

ASH GREEN SPORTS CENTRE

Asset of Community Value Application – The listing of the Sports Centre as an Asset of Community Value has been successful.

Classes - A new Breathwork Class has started and is proving popular.

Summer Family Activities – This provision proved popular again this year with some additional sessions added. Unfortunately, the football sessions had to be cancelled by the provider. The Racket offer (charging £1 per person playing) has grown in popularity with 216 attendees.

Summer Activities 2026

	Ages	Total Booked	Total Attended
Basketball	8-11y	6	4
Boxfit Kids	8-11y	6	5
CycleMe Tots Beginner	2-4y	27	20
CycleMe Tots Confident	2-4y	26	12
Gymnastics	4-6y	73	55
Gymnastics	7-9y	33	13
Table Tennis Experience	9-11y	8	7
Dancing Dots	18m-5y	39	35
Zumba Kids	5-9y	24	20
Tennis	4-7y	21	18
Tennis	8-11y	4	2
		267	191
Summer Activity Racket Sports	N/A	216	216

BURIAL GROUND

At a recent site visit, numerous holes were noted. Similar holes also appear in the Churchyard along the boundary with the Burial Ground. A pest control company has established that these are rat burrows and will forward recommendations for the management of these. A food source has not been identified. A further update will be provided at the meeting.

SPEEDWATCH

To note that additional training for volunteers has been completed and a date for the first speedwatch will be set in the near future.

AFTERNOON TEA – Update at meeting.

Council Administration



SCOPE OF INTERNAL AUDIT 2026/27 FINANCIAL YEAR

The objectives of internal control are set out below:

1. Appropriate books of account have been kept properly throughout the year:
 - Is cashbook maintained and up to date?
 - Are all receipts and payments properly recorded?
 - Are VAT entries correct and reclaimed appropriately?
2. The council's financial regulations have been met, Payments were supported by invoices and all expenditure was approved.
 - Are the council's financial regulations up to date and followed?
 - Are payments authorised correctly and supported by invoices?
 - Are appropriate procurement procedures followed, including quotes and tenders?
3. The council assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.
 - Has the council identified and assessed its risks?
 - Is there evidence of action taken to mitigate those risks?
 - Is insurance cover adequate and appropriate?
4. Budgeting and Financial Monitoring
 - Is there an annual budget approved by full council?
 - Is there regular budget monitoring and reporting to members?
 - Are variances explained and acted upon?
5. . Income Controls
 - Are expected precept and grant receipts received?
 - Are other sources of income (Burial Ground, Sports Centre etc) properly recorded?
 - Is income banked promptly and recorded correctly?
6. Petty Cash and Business Charge Card
 - Are proper controls in place for petty cash or council charge cards?
 - Are all payments supported by receipts?
7. Staff and Salaries
 - Are staff contracts in place?
 - Are salary payments approved and PAYE and National Insurance paid correctly?
 - Are pension contributions properly handled?
8. Asset and investment control
 - Is there a current and accurate asset register?
 - Are assets regularly reviewed and properly insured?



- Are investments (if any) being monitored?
- 9. Monthly and year-end bank account reconciliations.**
- Are monthly bank reconciliations done?
 - Do reconciliations agree with the cashbook?
 - Are they reviewed and approved by council?
- 10. Accounting statements prepared during the year were prepared on the correct account basis, (receipts and payments or income and expenditure), agreed to the cash book, were supported by an adequate audit trail from underlying records. And where appropriate debtors and creditors were properly recorded.**
- 11. Year-End Procedures**
- Are year-end accounts properly prepared and approved?
 - Is the AGAR (Annual Governance and Accountability Return) completed accurately?
 - Are supporting documents in place (e.g. variance explanations, bank recs)?
- 12. Digital and Data Compliance – Assertion 10**
- Does the Council have at least one generic email address on a Council-owned domain?
 - Has the Council's website accessibility been tested within the last 12 months and the Accessibility Statement updated as required?
 - Has the Council undertaken a data audit?
 - Does the Council have an up-to-date Data Protection Policy which is reviewed annually?
 - Does the Council have an up-to-date IT Policy?
- 13. Additional Areas**
- Transparency Code compliance
 - Data Protection compliance
 - Grant monitoring

Ash-cum-Ridley Parish Council Ash Burial Ground Regulations

1. The burial ground has reached capacity and no new grave spaces are available. Burials may only take place in existing graves where the owner of the Grant of Exclusive Right of Burial is entitled to a further interment and sufficient space remains within the grave.
2. The holder of the Executive Grant of Right of Burial determines who may be interred in an existing grave with sufficient space. Where the person to be interred was not resident within the parish, the non-resident interment fee will be applied.
3. ~~of the parish of Ash-cum-Ridley, are eligible to be buried in Ash Burial Ground, space permitting. Persons, who were normally resident in the parish, but who immediately before death were being nursed or cared for outside the parish, are also eligible. Former residents of the parish may also be buried in the Burial Ground at the discretion of the Parish Council but increased fees are payable.~~
4. ~~No Grant of Right may be purchased to reserve a future burial space in the Burial Ground. If a burial is at sufficient depth, the owners of the Grant of Right may give notice for a further burial in the same grave.~~
5. Coffins/Caskets wider than 36 inches can only be accommodated by prior approval.
6. Notice of intended burial shall be given, on the Parish Council's official form, to the Clerk to Ash-cum-Ridley Parish Council. Fees shall be paid at the time of giving notice.
7. The Registrar's Certificate for Disposal or the Coroner's Order for Burial shall be produced to the Clerk.
8. ~~The selection of the grave space shall be made by the Parish Council.~~
9. ~~Graves shall be prepared by the Parish Council's approved grounds man.~~ Existing graves approved for further interment shall be prepared by the Parish Council's approved groundsman. Those arranging the funeral should make arrangements direct with the grounds man. The Parish Council's fees do not include the preparation of the ground, or of the services of the Minister who will conduct the funeral.
10. A temporary marker such as a wooden cross may be erected without permission and we encourage all grave owners to mark their grave space for ease of identification. Such temporary markers must be removed on installation of a permanent memorial.
11. When the earth over a grave has settled, those who arranged the burial shall cause the grave to be levelled and covered with fresh turf, except for any part covered with an approved memorial. The surface of the grave shall be left level with the surrounding ground. The Parish Council may at their discretion level any grave mound 12 months after the latest burial.
12. Details of any memorial, including materials and any proposed inscription, shall be given, on the Parish Council's official form, to the Clerk of the Parish Council. Fees shall be paid at the time of giving notice.
13. No memorial shall be more than 91cm in height x 76cm in width (36 x 30 inches). Flat stones or kerbstones shall not exceed 182cm in length (71 inches). All memorials shall be fitted to the National Association of Memorial Masons Code of Working Practice and British Standard BS8415, dowel fixing and the concrete base made level with the ground and does not sit above ground.
14. All memorials shall be made of white, grey or black naturally quarried and carved stone. All lettering shall be of a neutral colour. Loose receptacles will not be permitted as they can become a hazard. No chippings decorative stones or pebbles shall be spread on the surface of the grave as they can be spread onto the surrounding grass and may damage cutting equipment and cause a hazard to visitors, contractors and Council employees. Memorials shall not be erected until a minimum of three months after the burial, to allow the earth over the grave to settle.

15. The Parish Council reserves the right to refuse permission for a memorial, or a proposed inscription, if, in the opinion of the Parish Council, the design or inscription is not in accordance with these regulations or may cause offence to a visitor to the Burial Ground.
16. Monumental masons are asked to inscribe the number of the grave in an inconspicuous style on the back of the memorial. The name of the mason may also be inscribed, on the same line, in small letters. The lettering should be no greater than one inch in height and no more than six inches above the ground on the reverse of the memorial.
17. The owners of memorials remain responsible for their maintenance. If a memorial becomes damaged or defaced the Parish Council may clean, repair or remove it at their discretion and at the relatives' cost, but will take reasonable steps to inform the relatives of the deceased before doing so. If a memorial is in a dangerous state, the Parish Council may take reasonable steps to make it safe without notice.
18. The only permanent permitted plants are bulbs – other plants including flowers and pot plants (no more than 1ft in height) may be placed on the graves and will be removed by the grounds man when they are either dead or have exceeded the height regulation. If a grave becomes neglected, every effort will be made to contact the Grant of Right owner and a reasonable period of time allowed for the grave owner to restore the grave, following which the Council may, at its discretion, clear the grave of any plants or memorial and grass over it.
19. Wreaths or cut flowers may be laid directly on a grave or placed in a vase which forms part of an approved memorial, but must not extend beyond the boundary of the grave. The Parish Council may remove flowers on graves when they appear to be withered. If additional floral tributes are introduced at a burial, which cannot be placed on the grave, they must not obstruct pathways or be placed on any other grave and those arranging the burial must arrange for the additional floral tributes to be removed from the burial ground and taken away after no more than two weeks. Where the parish council removes flowers or tribute and a cost is incurred, this cost will be recharged to the grant of right holder.
20. No artificial flowers or other objects, not forming part of an approved memorial, may be placed in the Burial Ground. If they are so placed, the Parish Council may arrange for their removal.
21. No trees or shrubs may be planted on any grave or elsewhere in the Burial Ground. If any have been planted or are growing the Parish Council may arrange for their removal.
22. The Burial Ground Register may be searched, by arrangement with the Clerk to the Parish Council, on payment of the prescribed fee.
20. Neither burial nor the erection of a memorial confers any right of ownership upon the relatives of the deceased in any part of the Burial Ground. The whole Burial Ground is vested in the Parish Council.
21. ~~With immediate effect, the provision of half-plots for the interment of cremated remains has been withdrawn.~~
23. These Regulations take effect on **17 September 2026** ~~July 2025~~, and supersede any previous Regulations issued by the Parish Council. The Parish Council may amend these Regulations at any time.

Access to the burial ground is by narrow country lane with limited parking.

I have read the above rules and agreed to abide by them.

Signed: Date.....

.....
Full Name (Please print)

Reviewed 17/10/23, 18/07/2024, 17/07/2025, 16 July 2026

Finance and Governance

Ash Cum Ridley Parish Council
Balance Sheet as at 11th September 2026

Current Assets

Parish Council Charge Card	-664.40	-664.40
Parish Council Current Bank A/c	1,151.31	
Sports Centre Current Bank A/c	7,016.91	
Sports Centre Income A/c	133.47	
		8,301.69
Parish Council Business A/c	7,000.00	
Sports Centre Business A/c	12,000.00	
		19,000.00
Nationwide Savings Account	120,000.00	
Unity Instant Access Account	120,000.00	
		240,000.00
Sports Centre Till Float	125.00	
Parish Council Petty Cash	75.00	
Lunch Club Float	120.00	
Sports Centre Petty Cash	75.00	
		395.00
		267,032.29

Represented by

Parish Council Gen/Earmarked Reserves

Elections	6,572.35	
Legal Fees	9,053.30	
Refurbishment reserve	13,177.64	
Neighbourhood Development Plan	2,474.81	
CIL Receipts	15,817.45	
Sports Centre	32,644.00	
Youth Provision	22,341.17	
General Reserves	146,265.59	
Parish Council Charge Card	-664.40	
		247,681.91

Sports Centre General Reserves	19,350.38	19,350.38
		267,032.29

Ash-cum-Ridley Parish Council**BANK ACCOUNTS**

Parish Council Current Account	£1,151.31
Sports Centre Current Account	£7,016.91
Parish Council Instant Access	£7,000.00
Sports Centre Instant Access	£12,000.00
Parish Council Nationwide Deposit	£120,000.00
Sports Centre Till/Float	£125.00
Parish Council Petty Cash	£75.00
Parish Council Lunch Club Float	£120.00
Sports Centre Petty Cash	£75.00
Parish Council Charge Card	-£664.40
Sports Centre Income Account	£133.47
Parish Council Unity Bank	£120,000.00
Total in Banks	267,032.29

Cash

GRAND TOTAL (Banks and Cash) £267,032.29

PARISH COUNCIL CASH ANALYSIS TO 31/3/27**CASH SUMMARY AS AT 11/9/2026**

	11/09/2026	31/03/2026	31/03/2025
Balance on current account	1,151.31	11,785.48	4,510.15
Lloyds Business/Deposit account	7,000.00	90,000.00	55,000.00
Nationwide Savings account	120,000.00	85,000.00	85,000.00
Unity Bank Instant Access Account	120,000.00		
Petty Cash	75.00	75.00	75.00
Lunch Club Float	120.00	120.00	120.00
Charge Card	-664.40	-459.17	1,951.08
Total cash held	247,681.91	186,521.31	146,656.23

General/Earmarked Reserves

Elections	6,572.35	6,322.35	5,822.35
Legal Fees	9,053.30	6,803.30	7,771.30
Refurbishment reserve	13,177.64	11,727.64	8,077.64
Neighbourhood Development Plan	2,474.81	2,474.81	2,474.81
CIL Receipts	15,817.45	14,359.11	14,359.11
Sports/Leisure	32,644.00	27,644.00	12,644.00
Youth & Community Provision	22,341.17	16,718.99	16,371.93
General Reserves	146,265.59	100,825.60	77,184.01
Charge Card	-664.40	-459.17	1,951.08
	247,681.91	186,416.63	146,656.23
11/09/2026	247,681.91	186,416.63	146,656.23

Current General Reserves 2026/27	145,601.19
Additional/Running Costs to October 2026	-19,931.14
Grants	-63.64
Total	125,606.41
3 mths running cost PC/CC/SC Redundancy	125,405.00

CIL Money

Financial Year	Date to be spent	A	A	Total
2022/2023	October 2027	4,184.14	8,757.79	12,941.93
2023/2024	April 2028	510.19	906.99	1,417.18
2025/2026	April 2031	525.00	933.34	1,458.34
	Total	5,219.33	10,598.12	15,817.45

Ash-cum-Ridley Parish Council

11 September 2026 (2026-2027)

Summary of Receipts and Payments

Cost Centre Group - Parish Council (Between 01/04/2026 and 11/09/2026)

PC Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
101	Precept	321,661.00	160,831.00	-160,830.00				-160,830.00 (-50%)
102	CIL		1,458.34	1,458.34				1,458.34 (N/A)
103	Bank Interest	2,125.00	1,006.01	-1,118.99				-1,118.99 (-52%)
105	Misc Receipts							(N/A)
SUB TOTAL		323,786.00	163,295.35	-160,490.65				-160,490.65 (-49%)

PC Staff Costs

PC Staff Costs		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
SUB TOTAL					154,601.00	71,654.83	82,946.17	82,946.17 (53%)

PC Grants & Donations

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
104	Grants							(N/A)
401	Sec 137 Payments				2,000.00		2,000.00	2,000.00 (100%)
402	Other Donations				2,000.00		2,000.00	2,000.00 (100%)
SUB TOTAL					4,000.00		4,000.00	4,000.00 (100%)

PC Office Costs

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
501	Communications & IT				3,329.00	1,143.14	2,185.86	2,185.86 (65%)
502	Office Costs				1,500.00	231.71	1,268.29	1,268.29 (84%)
503	Photocopying				1,305.00	589.26	715.74	715.74 (54%)
504	Office Equipment				1,000.00		1,000.00	1,000.00 (100%)
505	Utilities				5,000.00	574.12	4,425.88	4,425.88 (88%)
SUB TOTAL					12,134.00	2,538.23	9,595.77	9,595.77 (79%)

PC General Costs

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
601	Bank Charges				250.00	78.03	171.97	171.97 (68%)
602	Audit Fee				2,105.00	214.65	1,890.35	1,890.35 (89%)
603	Data Protection				220.00	47.00	173.00	173.00 (78%)
604	Room Hire				720.00	57.52	662.48	662.48 (92%)
605	Insurance				2,459.00	1,357.19	1,101.81	1,101.81 (44%)
606	Subscriptions				2,645.00	2,160.00	485.00	485.00 (18%)
607	Health & Safety				500.00	179.00	321.00	321.00 (64%)

Ash-cum-Ridley Parish Council

11 September 2026 (2026-2027)

Summary of Receipts and Payments

Cost Centre Group - Parish Council (Between 01/04/2026 and 11/09/2026)

608 Bulletin	2,251.00	704.72	1,546.28	1,546.28 (68%)
609 Public Relations	100.00	4.16	95.84	95.84 (95%)
610 Software Licence	1,020.00	476.19	543.81	543.81 (53%)
611 Chairman's Allowance	500.00		500.00	500.00 (100%)
612 Elections & Legal	5,000.00		5,000.00	5,000.00 (100%)
613 Neighbourhood Dev Plan				(N/A)
SUB TOTAL	17,770.00	5,278.46	12,491.54	12,491.54 (70%)

PC Refurbishment & Maintena

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
701 Refurbishment & Maintenance				5,000.00	1,050.00	3,950.00	3,950.00 (79%)
SUB TOTAL				5,000.00	1,050.00	3,950.00	3,950.00 (79%)

PC Burial Ground

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
106 Burial Ground Income	3,150.00	1,035.00	-2,115.00				-2,115.00 (-67%)
801 Ground Maintenance				6,300.00	2,560.00	3,740.00	3,740.00 (59%)
802 Additional Costs				1,850.00	637.90	1,212.10	1,212.10 (65%)
SUB TOTAL	3,150.00	1,035.00	-2,115.00	8,150.00	3,197.90	4,952.10	2,837.10 (25%)

PC Maintenance

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
901 Hodsoll St Recreation Area				4,836.00	1,568.60	3,267.40	3,267.40 (67%)
902 Hodsoll St Green				803.00	326.39	476.61	476.61 (59%)
903 Hodsoll St Village Hall				1,407.00	571.75	835.25	835.25 (59%)
904 Ash Village Hall/War Memorial				2,593.00	748.81	1,844.19	1,844.19 (71%)
905 Bus Shelters				408.00	64.02	343.98	343.98 (84%)
SUB TOTAL				10,047.00	3,279.57	6,767.43	6,767.43 (67%)

PC Parish Improvements

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1001 Parish Improvements				1,000.00		1,000.00	1,000.00 (100%)
SUB TOTAL				1,000.00		1,000.00	1,000.00 (100%)

PC Northfield

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend

Ash-cum-Ridley Parish Council

11 September 2026 (2026-2027)

Summary of Receipts and Payments

Cost Centre Group - Parish Council (Between 01/04/2026 and 11/09/2026)

1101 Northfield Costs	2,500.00	2,711.25	-211.25	-211.25 (-8%)
SUB TOTAL	2,500.00	2,711.25	-211.25	-211.25 (-8%)

PC Sports Centre

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1201 Sport Centre Fund				10,000.00		10,000.00	10,000.00 (100%)
SUB TOTAL				10,000.00		10,000.00	10,000.00 (100%)

PC Community Lunch Club

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
107 Weekly Takings	9,576.00	3,682.65	-5,893.35				-5,893.35 (-61%)
1301 Cooks Wages				3,840.00	1,907.33	1,932.67	1,932.67 (50%)
1302 Expenses				1,059.00	376.00	683.00	683.00 (64%)
1303 Food & Sundries				4,820.00	1,720.61	3,099.39	3,099.39 (64%)
1304 Room Hire				2,304.00		2,304.00	2,304.00 (100%)
SUB TOTAL	9,576.00	3,682.65	-5,893.35	12,023.00	4,003.94	8,019.06	2,125.71 (9%)

PC Youth & Community Provis

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
108 Youth & Community Income	2,500.00		-2,500.00				-2,500.00 (-100%)
1400 Community Warden				14,175.00	7,006.50	7,168.50	7,168.50 (50%)
1401 Youth Provisions				18,678.00	4,429.38	14,248.62	14,248.62 (76%)
1402 Community Provision		100.00	100.00	2,500.00	537.44	1,962.56	2,062.56 (82%)
SUB TOTAL	2,500.00	100.00	-2,400.00	35,353.00	11,973.32	23,379.68	20,979.68 (55%)

PC Recycling Sacks

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
109 Sacks Income	1,748.00	790.41	-957.59				-957.59 (-54%)
1501 Garden/Recycling Sacks				1,530.00	220.00	1,310.00	1,310.00 (85%)
SUB TOTAL	1,748.00	790.41	-957.59	1,530.00	220.00	1,310.00	352.41 (10%)

Summary

NET TOTAL	340,760.00	168,903.41	-171,856.59	274,108.00	105,907.50	168,200.50	-3,656.09
V.A.T.		38.09			2,595.66		
GROSS TOTAL		168,941.50			108,503.16		

Ash-cum-Ridley Parish Council

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
253	14/07/2026 - 03/09/2026				Confidential			25,165.70	59.50	25,225.20
256	14/07/2026		Parish Council Currer	DP 11	Garden Sacks x 10	Sevenoaks District Council		220.00		220.00
264	16/07/2026	Paid to Valerie Benfield	Parish Council Currer	DP 11	Bulletin Delivery	Reece Benfield		243.60		243.60
269	20/07/2026		Parish Council Currer	LB 07	Bank Charges	Lloyds Bank		8.78		8.78
270	24/07/2026	Reimbursed to Karen Law	Parish Council Currer	DP 12	Food and Refreshments	Sainsbury's		15.83	3.17	19.00
271	24/07/2026		Parish Council Currer	DP 12	Community Event	Play Place Transitions		464.40		464.40
272	24/07/2026		Parish Council Currer	DP 12	Annual Inspection	Playsafety Limited		83.00	16.60	99.60
273	28/07/2026		Parish Council Currer	ZEN 07	Broadband	Zen Internet Limited		49.00	9.80	58.80
287	28/07/2026		Parish Council Currer	VES 07	Burial Ground Bin	Veolia Environmental Servi		54.35	10.87	65.22
284	31/07/2026		Parish Council Currer	PSS00443	Lunch Club	Community Lunch Club		367.92		367.92
285	03/08/2026		Parish Council Currer	SCRIBE 08	Scribe Accounts Software	Starboard Systems Limited		50.40	10.08	60.48
289	03/08/2026		Parish Council Currer	IRIS 08	IRIS Payroll Software	IRIS Software Limited		24.20	4.84	29.04
288	07/08/2026		Parish Council Currer	DP 13	Stationery	Lyreco UK Limited		71.94	14.39	86.33
290	07/08/2026		Parish Council Currer	DP 13	Maintenance Repairs	George Harrison		60.00		60.00
305	07/08/2026		Parish Council Currer	DP 13	Local Council Award Scheme	NALC		50.00	10.00	60.00
291	07/08/2026		Parish Council Currer	HEL 08	Flow Phone System	Heliocentrix Limited		36.00	7.20	43.20
304	07/08/2026		Parish Council Currer	DP 13	Teen Gym Instruction	Jo White		150.00		150.00
310	10/08/2026		Parish Council Currer	HF 08	Website	Hugofox Limited		19.99	4.00	23.99
328	11/08/2026		Parish Council Currer	BACS 08	Tax & NI	HMRC Cumbernauld		64.00		64.00
311	11/08/2026		Parish Council Currer	BACS 08	Wages & Expenses	Ash Cum Ridley Parish Cou		280.00		280.00
319	11/08/2026		Parish Council Currer	BACS 08	Pension Contribution	Peoples Pension		61.76		61.76
314	13/08/2026	Noticeboard Replacement	Parish Council Currer	DP 14	Stationery	Lyreco UK Limited		53.00	10.60	63.60
318	13/08/2026		Parish Council Currer	DP 14	Maintenance Repairs	George Harrison		90.00		90.00
329	13/08/2026		Parish Council Currer	DP 14	Ground Maintenance	Kent Grassland Services		1,147.60	229.52	1,377.12
330	17/08/2026		Parish Council Currer	DLL 08	Photocopier Lease	De Lage Landen Leasing Li		394.63	78.93	473.56
343	18/08/2026		Parish Council Currer	LB 08	Bank Charges	Lloyds Bank		8.51		8.51
344	27/08/2026		Parish Council Currer	DP 15	School Holiday Activity	David Flood		150.00		150.00
345	27/08/2026		Parish Council Currer	DP 15	School Holiday Activity	Marc Phillips		75.00		75.00
346	27/08/2026		Parish Council Currer	DP 15	School Holiday Activity	Jo White		50.00		50.00
347	28/08/2026		Parish Council Currer	ZEN 08	Broadband	Zen Internet Limited		49.00	9.80	58.80
354	28/08/2026		Parish Council Currer	VES 08	Burial Ground Bin	Veolia Environmental Servi		67.00	13.40	80.40
350	01/09/2026		Parish Council Currer	SCRIBE 09	Scribe Accounts Software	Starboard Systems Limited		50.40	10.08	60.48
	01/09/2026		Parish Council Currer	PSS00445	Lunch Club	Community Lunch Club		283.03		283.03

Ash-cum-Ridley Parish Council

11 September 2026 (2026-2027)

PAYMENTS LIST

Vouche Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
367	02/09/2026		Parish Council Currer	IRIS 09	IRIS Payroll Software	IRIS Software Limited		24.20	4.84	29.04
359	03/09/2026		Parish Council Currer	BACS 09	Tax & NI	HMRC Cumberland		64.00		64.00
360	03/09/2026		Parish Council Currer	BACS 09	Wages & Expenses	Ash Cum Ridley Parish Cou		280.00		280.00
361	03/09/2026		Parish Council Currer	BACS 09	Pension Contribution	Peoples Pension		40.02		40.02
369	04/09/2026		Parish Council Currer	DP 16	Meeting Room Hire	Vivify Venues Ltd		28.76		28.76
368	04/09/2026		Parish Council Currer	DP 16	School Holiday Activity	Anthony Hickey		50.00		50.00
370	04/09/2026		Parish Council Currer	DP 16	Ground Maintenance	Kent Grassland Services		1,147.60	229.52	1,377.12
383	09/09/2026		Parish Council Currer	HEL 09	Flow Phone System	Hellocentrix Limited		36.00	7.20	43.20
384	09/09/2026		Parish Council Currer	HF 09	Website	Hugofox Limited		19.99	4.00	23.99
392	11/09/2026		Parish Council Currer	DP 17	Northfield Contribution	Northfield Management		2,500.00		2,500.00
388	11/09/2026		Parish Council Currer	DP 17	School Holiday Activity	C & Z Ltd		300.00		300.00
Total								34,449.61	748.34	35,197.95

Vouche Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
336	15/07/2026		Parish Council Charg	CC 08	Refreshments	Hrsales Limited		8.29	1.66	9.95
337	20/07/2026		Parish Council Charg	CC 08	Cleaning Products	Online Home Shop Limited		13.32	2.66	15.98
331	21/07/2026		Parish Council Charg	CC 08	Refreshments & Cleaning Prodi	Costco Wholesale UK Limit		92.27	18.46	110.73
338	21/07/2026		Parish Council Charg	CC 08	Microsoft Subscription	Microsoft Ireland Operator		28.80	5.76	34.56
332	22/07/2026		Parish Council Charg	CC 08	Parish Council's Emails	Microsoft Ireland Operator		91.80	18.36	110.16
333	23/07/2026		Parish Council Charg	CC 08	Food and Refreshments	Waitrose		6.03		6.03
339	23/07/2026		Parish Council Charg	CC 08	Land Registry	Gov.UK		14.00		14.00
379	07/08/2026		Parish Council Charg	CC 09	Equipment	MIRAFIT		94.79	18.96	113.75
380	07/08/2026		Parish Council Charg	CC 09	IT	Amazon		19.92	3.98	23.90
381	10/08/2026		Parish Council Charg	CC 09	Equipment	Amazon		16.66	3.33	19.99
385	11/08/2026		Parish Council Charg	CC 09	Cleaning Products	Lidl		6.58	1.32	7.90
382	16/08/2026		Parish Council Charg	CC 09	Camera	Amazon		35.82	7.16	42.98
390	22/08/2026		Parish Council Charg	CC 09	Parish Council's Emails	Microsoft Ireland Operator		91.80	18.36	110.16
391	22/08/2026		Parish Council Charg	CC 09	Microsoft Subscription	Microsoft Ireland Operator		28.80	5.76	34.56
386	23/08/2026		Parish Council Charg	CC 09	Stationery	B&M		5.00	1.00	6.00
393	06/09/2026		Parish Council Charg	CC 09	Bank Charges	Lloyds Bank		32.00		32.00
394	07/09/2026		Parish Council Charg	CC 10	Planning Fee	Sevenoaks District Council		211.25	42.25	253.50
387	09/09/2026		Parish Council Charg	CC 10	Land Registry	HM Land Registry		14.00		14.00
389	10/09/2026		Parish Council Charg	CC 10	Till Roll	Amazon		4.72	0.94	5.66
Total								815.85	149.96	965.81

Ash-cum-Ridley Parish Council

11 September 2026 (2026-2027)

RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Customer	VAT Type	Net	VAT	Total
105	20/07/2026		Parish Council Currer		VAT	HMRC Cumberland			2,019.41	2,019.41
109	28/07/2026	Beryl Tomlin - Plot 322	Parish Council Currer	BG/26/008	Interment	Welham Jones Limited		230.00		230.00
114	31/07/2026		Parish Council Currer	PS500443	Lunch Club	Community Lunch Club		640.30		640.30
113	31/07/2026		Parish Council Currer	PS500443	Recycling Income	Recycling		53.33	10.67	64.00
123	04/08/2026		Parish Council Currer		Community Event	Hartley Estates		100.00		100.00
122	10/08/2026		Parish Council Currer	LB 08	Fixed Deposit Interest	Lloyds Bank		29.27		29.27
125	13/08/2026	Kavanagh - Plot 303	Parish Council Currer	BG/26/007	Memorial Inscription	Funeral Services Limited		115.00		115.00
133	27/08/2026	Perrin Buckley - Plot 325	Parish Council Currer	BG/26/006	Memorial Inscription	JH & TP Duncan		115.00		115.00
138	01/09/2026		Parish Council Currer	PS500445	Lunch Club	Community Lunch Club		608.20		608.20
139	01/09/2026		Parish Council Currer	PS500445	Recycling Income	Recycling		187.08	12.42	199.50
149	09/09/2026		Parish Council Currer	LL 09	Fixed Deposit Interest	Lloyds Bank		7.68		7.68
Total								2,085.86	2,042.50	4,128.36

Summary of Receipts and Payments

Cost Centre Group - Children's Centre (Between 01/04/2026 and 11/09/2026)

CC Capital Project

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2901 Purchase				360,000.00		360,000.00	360,000.00 (100%)
2902 Legal & Stamp Duty				13,090.00	1,331.00	11,759.00	11,759.00 (89%)
2903 Refurbishment				105,200.00		105,200.00	105,200.00 (100%)
SUB TOTAL				478,290.00	1,331.00	476,959.00	476,959.00 (99%)

CC Loan

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3001 Loan	470,000.00		-470,000.00				-470,000.00 (-100%)
3002 Loan Repayment				36,641.00		36,641.00	36,641.00 (100%)
3003 Loan Interest							(N/A)
SUB TOTAL	470,000.00		-470,000.00	36,641.00		36,641.00	-433,359.00 (-85%)

CC Operations

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3101 Business Rates							(N/A)
3102 Utilities				8,400.00		8,400.00	8,400.00 (100%)
3103 Maintenance				15,680.00		15,680.00	15,680.00 (100%)
3104 IT & Admin				5,250.00		5,250.00	5,250.00 (100%)
3105 Bank Charges				276.00		276.00	276.00 (100%)
SUB TOTAL				29,606.00		29,606.00	29,606.00 (100%)

CC Community Provision

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3201 Youth Provision				1,500.00		1,500.00	1,500.00 (100%)
3202 Community Provision				500.00		500.00	500.00 (100%)
SUB TOTAL				2,000.00		2,000.00	2,000.00 (100%)

Summary

NET TOTAL	470,000.00		-470,000.00	546,537.00	1,331.00	545,206.00	75,206.00
V.A.T.					259.40		
GROSS TOTAL					1,590.40		

ASH-CUM-RIDLEY PARISH COUNCIL

Agenda Item: 7.3 – Full Council 17 September 2026

Report Title: New Ash Green Children's Centre

CURRENT POSITION

Surrey Hills Solicitors have now completed the majority of the conveyancing work and have provided the Parish Council with their Report on Title.

The solicitor has advised that, subject to the matters raised in the report, the Parish Council will obtain good and marketable title to the property following completion and registration with HM Land Registry.

The following draft documents have now been received:

Agreement for Sale;
Transfer document;
Overage provisions; and
Capital Allowances Election.

The Agreement for Sale confirms the purchase price of £360,000 and Stamp Duty Land Tax of approximately £7,500 will be payable following completion.

There remain two caution entries in favour of Kent County Council on the registered title. The solicitor has requested that these are removed prior to exchange; however, there has been difficulty obtaining a response from KCC. The solicitor does not consider that they should prevent the purchase proceeding. Advice has also been given that consideration could be given to an indemnity policy in respect of historic breaches of title covenants.

A completion date has not yet been agreed. Once the legal position is finalised, sufficient notice will be required to draw down the Public Works Loan Board funding.

The Parish Council is therefore now approaching the final stages of the conveyancing process, subject to the outstanding title matters being resolved and agreement of an exchange and completion date.

RECOMMENDATIONS

Members are asked to:

- Note the current position with the purchase of the New Ash Green Clinic and former Children's Centre.
- Authorise the Clerk, in consultation with the Chairman and Vice-Chairmen, to progress the matter to exchange and completion once the Parish Council's solicitor is satisfied that the outstanding legal matters have been appropriately dealt with.

Grants & Donations

Ash-cum-Ridley Parish Council

Community Grants Scheme Application Form

Please complete all sections of this form and submit by the relevant deadline. Incomplete applications will not be considered.

Section 1: Applicant Information Name of

Organisation:

Air Ambulance Charity Kent Surrey Sussex

Contact Person: Name: Nick Turrell

Position: Community Fundraising Manager

Phone: 01634 471900

Email: community@aakss.org.uk

Address of Organisation: AAKSS, Rochester City Airport, Maidstone Road, Chatham, Kent

Postcode: ME5 9SD

Type of Organisation: (Please tick the relevant category)

☐ YES Charity

☐ Community Group ☐

Non-Profit Organization ☐

Other (please specify):

☐ Is your organisation registered with the Charity Commission?

Yes YES ☐ No ☐

If yes, please provide your charity registration number:

1021367

Section 2: Project Information Title

of Project: HEMS (Helicopter

Emergency Medical Service)

Brief Description of the Project: (Include the purpose, main activities, and how the community will benefit. Max 300 words) Our aim is an end to preventable loss of life from medical emergency, and to ensure the best possible outcome for patients. We fulfil this aim by provision of HEMS, which brings A&E resources, including doctors and critical-care paramedics, direct to the patient at the scene of emergency. Some complex surgical procedures may be undertaken there, including chest and heart procedures and administration of anaesthetics and blood transfusions. Rapid transfer follows to the most appropriate hospital trauma centre.

What are the anticipated start and end dates of the project?

Start Date: 01/04/2026

End Date: 31/03/2027 (and ongoing thereafter).

Section 3: Funding Request

Amount requested – *please tick one*

Up to £100 ☐ between £100-£250 ☐ between £250 - £500 YES ☐ over £500* ☐

**must submit the most recent audited accounts*

Amount of grant requested from Ash-cum-Ridley Parish Council: £ 500

Total cost of the project: £20.8 million annually; £57000 per day

Have you applied for or secured funding from any other sources for this project?

Yes ☐ YES No ☐

If yes, please provide details: Grant applications are being submitted to other councils and the response is very positive and supportive. Our ongoing fundraising effort throughout the year include grants, donations, lottery, raffles, legacies, events, sponsorship, business partnerships.

How will the grant be used?

(Please provide a detailed breakdown of how the grant funds will be allocated. Attach a separate sheet if necessary.) A grant is requested as a contribution to the operating costs of HEMS – helicopters, rapid-response vehicles, medical equipment, fuel, highly-trained crews.

Section 4: Supporting Information

Please enclose a copy of your organisation's most recent audited accounts.

Do you have any additional supporting documentation to submit?

Yes ☐ No ☐

If yes, please list the documents:

- Strategic Plan
 - Safeguarding Policy
-
-

Section 5: Declaration

By signing below, I confirm that the information provided in this application is accurate and complete to the best of my knowledge. I also acknowledge that failure to submit a post-grant report may affect future grant applications.

Signature: Nick Turrell

Name: Nick Turrell

Position: Community Fundraising Manager

Date: 01/06/2026

Please submit this completed form along with any supporting documents to:
The Parish Clerk

Ash-cum-Ridley Parish Council
Ash Green Sports Centre
Ash Road
New Ash Green
DA3 8JZ

or
enquiries@ashcumridley-pc.gov.uk

Ash-cum-Ridley Parish Council Community Grants Scheme Application Form

Please complete all sections of this form and submit by the relevant deadline.
Incomplete applications will not be considered.

Section 1: Applicant Information

Name of Organisation:

NEW ASH GREEN JUNIOR FOOTBALL CLUB

Contact Person: Name: DAVID F HALL

Position: CHAIRMAN

Phone: 07704 91 2224

Email: davidfhall.0@gmail.com

Address of Organisation:

THE PAVILION, PUNCH CROFT,
NEW ASH GREEN, LONGFIELD, KENT

Postcode: DA3 8H5

Type of Organisation: (Please tick the relevant category)

☐ Charity

☐ Community Group

☒ Non-Profit Organization

☐ Other (please specify):

☐ Is your organisation registered with the Charity Commission?

Yes ☐ No ☒

If yes, please provide your charity registration number: _____

Section 2: Project Information

Title of Project:

NEW ASH GREEN KIT SPONSORSHIP

Brief Description of the Project: (Include the purpose, main activities, and how the community will benefit. Max 300 words)

WE RUN A SOCCER SCHOOL EVERY
SATURDAY MORNING FOR 6 YEAR OLDS

PREPARING THEN TO FORM A TEAM WHEN 7
SO WE ARE LOOKING FOR A GRANT TO BUY A NEW KIT

What are the anticipated start and end dates of the project?

Start Date: SEPT 2026

End Date: MAY 2027

Section 3: Funding Request

Amount requested – please tick one

Up to £100 ☐ between £100-£250 ☐ between £250 - £500 ☒ over £500* ☐

**must submit the most recent audited accounts*

Amount of grant requested from Ash-cum-Ridley Parish Council: £ 450.00

Total cost of the project: £ 450.00

Have you applied for or secured funding from any other sources for this project?

Yes ☐ No ☒

If yes, please provide details:

N/A

How will the grant be used?

(Please provide a detailed breakdown of how the grant funds will be allocated. Attach a separate sheet if necessary.)

TO BUY THE NEW UNDER 7S A
NEW KIT.



Please provide the bank account details below. If your grant application is successful, payment will be made using these details.

Account Name NEW ASH GREEN JFC

Name of Bank BARCLAYS

Account Number 80204978

Sort Code 20 / 24 / 64

Section 4: Supporting Information

Please enclose a copy of your organisation's most recent audited accounts.

Do you have any additional supporting documentation to submit?

Yes ☒ No ☐

If yes, please list the documents:

ACCOUNTS AND INVOICE FOR
PREVIOUS YEAR KIT

Section 5: Declaration

By signing below, I confirm that the information provided in this application is accurate and complete to the best of my knowledge. I also acknowledge that failure to submit a post-grant report may affect future grant applications.

Signature: [Signature]

Name: DAVID F HALL

Position: CHAIRMAN

Date: 7-9-2026

Please submit this completed form along with any supporting documents to:

The Parish Clerk
Ash-cum-Ridley Parish Council
Ash Green Sports Centre
Ash Road
New Ash Green
DA3 8JZ

or
enquiries@ashcumridley-pc.gov.uk

Ash-cum-Ridley Parish Council Community Grants Scheme Application Form

Please complete all sections of this form and submit by the relevant deadline.
Incomplete applications will not be considered.

Section 1: Applicant Information

Name of Organisation:

West Kent Mediation

Contact Person: Name: __Amanda Bell

Position: __Chief Executive Officer_____

Phone: __01732 469696_____

Email: __theoffice@wkm.org.uk_____

Address of Organisation:

Sevenoaks Indoor Bowls Centre, Hollybush Lane, Sevenoaks

Postcode: __TN13 3UX_____

Type of Organisation: (Please tick the relevant category)

☒ Charity

☐ Community Group

☐ Non-Profit Organization

☐ Other (please specify):

☒ Is your organisation registered with the Charity Commission?

Yes ☒ No ☐

If yes, please provide your charity registration number:

____1100637_____

Section 2: Project Information

Title of Project: West Kent Mediation

Brief Description of the Project: (Include the purpose, main activities, and how the community will benefit. Max 300 words)

Through dedicated, trained volunteers, WKM provides a restorative, professional, impartial, free community mediation service to help resolve conflict and breakdown of relationships between individuals, organisations and groups in West Kent. Mediation promotes an ethos of problem-solving and co-operation; it raises self-esteem and self-confidence. It aims to increase integration and promotes equal opportunities because everyone is respected. We

encourage clients to respect other people's points of view, cultures, preferences, and lifestyle differences.

Our core work is neighbour/community mediation; noise, harassment, boundary, parking and anti-social behaviour are some of the causes of conflict between neighbours and communities. Tensions can also arise from small disagreements which frequently become major problems when left unresolved. Conflict can have a serious impact on mental health and community wellbeing. We are supporting increasing numbers of residents whose mental health difficulties are made worse by ongoing disputes.

We also offer a Parent/teenager/family mediation service. In our family work, we are finding that many young people are experiencing low self-esteem caused by social pressures not seen in previous generations - social networking, extended family (grandparents etc.) often not in the same neighbourhood, both parents predominantly working full time & family break-ups. The absence of a parent and adjustment to step-parents, partners, and new siblings can mean that young people lack confidence and the ability to communicate, as they often do not get the chance to learn these skills at home.

We open up communication between elderly, vulnerable individuals and people from different cultures and backgrounds who may feel isolated within their local community.

What are the anticipated start and end dates of the project?

Start Date: ___once funds received_____

End Date: ___1 year after receipt of funds_____

Section 3: Funding Request

Amount requested – *please tick one.*

Up to £100 ☐ between £100-£250 ☐ between £250 - £500 ☒ over £500* ☐

**must submit the most recent audited accounts*

Amount of grant requested from Ash-cum-Ridley Parish Council: £450_____

Total cost of the project: £28,000 for the Sevenoaks District Council area_____

Have you applied for or secured funding from any other sources for this project?

Yes ☒ No ☐

If yes, please provide details:

We submit a yearly community grant application to Sevenoaks District Council, 2026/7

Received £ 5,000. We have a service level agreement with West Kent Housing to supply all of its tenants with a mediation service 26/27 £6185. We write to all town and

Parish councils. Received Sevenoaks Town Council £900. Received Kent Community Foundation £7000.

How will the grant be used?

(Please provide a detailed breakdown of how the grant funds will be allocated. Attach a separate sheet if necessary.)

To provide CPD and supervision to all our volunteers and staff. We develop new marketing materials, maintain the website and increase the use of social media. The grant will part-fund WKM being able to continue to offer our services.

A contribution towards

Office costs, including rent, insurance and marketing £220, Volunteer expenses, including recruitment and training £140, hall hire £90

Please provide the bank account details below. If your grant application is successful, payment will be made using these details.

Account Name West Kent Mediation

Name of Bank Lloyds

Account Number 00914457

Sort Code 30 / 97 / 49

Section 4: Supporting Information

Please enclose a copy of your organisation's most recent audited accounts.

Do you have any additional supporting documentation to submit?

Yes ☒ No ☐

If yes, please list the documents:

PDF leaflet

PDF poster

Section 5: Declaration

By signing below, I confirm that the information provided in this application is accurate and complete to the best of my knowledge. I also acknowledge that failure to submit a post-grant report may affect future grant applications.

Signature: _____



Name: ____Amanda Bell_____

Position: _Chief Executive Officer_____

Date: ____10/08/2026_____

Please submit this completed form along with any supporting documents to:

The Parish Clerk

Ash-cum-Ridley Parish Council

Ash Green Sports Centre

Ash Road

New Ash Green

DA3 8JZ

or

enquiries@ashcumridley-pc.gov.uk

Planning

ASH-CUM-RIDLEY PARISH COUNCIL

Agenda Item: **9.2 – Full Council 17 September 2026**

Report Title: **CIL Charging Schedule Review**

Sevenoaks District Council is consulting on changes to its Community Infrastructure Levy (CIL) Charging Schedule.

Under the proposals, CIL would continue to apply to developments of 1–9 dwellings. Developments of 10 or more dwellings would instead be dealt with through Section 106 agreements.

SDC has advised that one of the benefits of using Section 106 for larger developments is that contributions can be more closely linked to the development and the local infrastructure needed.

The Parish Council is concerned about where money raised from development is eventually spent. Section 106 money from the Manor Gardens development was spent in Swanley, which the Parish Council does not consider to be local to the development.

The Parish Council would like monies raised through either CIL or Section 106 to be ring-fenced, as far as possible, for use in the area where the development takes place.

Proposed response

Ash-cum-Ridley Parish Council welcomes the opportunity to comment on the Draft Community Infrastructure Levy (CIL) Charging Schedule Review.

The Parish Council recognises the importance of securing appropriate infrastructure to support future growth across Sevenoaks District and understands the objective of ensuring that infrastructure is delivered in the right place, at the right time and at the appropriate scale.

The Parish Council also recognises that Section 106 agreements can provide an appropriate mechanism for securing infrastructure and mitigation directly associated with major developments.

However, the Parish Council has significant concerns regarding the proposal to remove residential developments of 10 or more dwellings from CIL and instead rely principally upon Section 106 agreements to mitigate the impacts of those developments.

Loss of locally controlled funding

Under the existing CIL arrangements, Town and Parish Councils receive a proportion of CIL generated by development within their area. This provides a transparent and locally controlled source of funding which can be directed towards local projects and infrastructure priorities identified by the community and its elected representatives.

Under the proposed arrangements, developments of 10 or more dwellings would no longer generate CIL. This has the potential to significantly reduce the funding received directly by Parish Councils, notwithstanding that it will often be larger developments which have the greatest impact upon local infrastructure and communities.

Ash-cum-Ridley Parish Council is particularly concerned that a predictable and locally controlled source of funding would be replaced by a system in which

infrastructure contributions are principally negotiated and controlled through Section 106 agreements.

Local benefit from developer contributions

The Parish Council strongly believes that developer contributions should, wherever legally possible and appropriate, be used to mitigate the effects of development in the community experiencing those effects.

The Parish Council recognises that Section 106 contributions are subject to statutory requirements and must be necessary to make the development acceptable in planning terms, directly related to the development and fairly and reasonably related in scale and kind.

Nevertheless, the proposed change makes it particularly important that there is a clear and transparent mechanism for identifying local infrastructure needs and ensuring that the communities affected by major development receive an appropriate benefit from the contributions secured.

The Parish Council has previously experienced a Section 106 contribution arising from development within New Ash Green being used towards affordable housing provision elsewhere in the District. Whilst recognising that individual Section 106 contributions are governed by their particular purposes and legal terms, this experience reinforces the Parish Council's concern that there should be greater transparency over where contributions arising from development are ultimately spent and how the affected community benefits.

The Parish Council therefore considers that the revised arrangements should include a clear commitment that, where a Section 106 contribution is capable of being spent within the locality affected by the development, local infrastructure requirements should be given priority.

Where it is proposed to spend such a contribution outside the parish or locality in which the development takes place, the relevant Parish Council should be consulted and the reasons for the proposed allocation should be clearly explained and published.

Parish Council involvement

The consultation material indicates that Parish Councils will continue to influence infrastructure provision through the Infrastructure Delivery Plan, consultation on planning applications and participation in the planning process.

Whilst welcomed, this is not equivalent to the direct control which Parish Councils currently have over the neighbourhood proportion of CIL.

If larger developments are to move from CIL to Section 106, the Parish Council considers that a clear mechanism for Parish Council involvement should accompany that change.

For significant developments, the relevant Town or Parish Council should be consulted at an early stage on:

- the local infrastructure impacts arising from the development;
- the infrastructure priorities which should be addressed through the Section 106 agreement;
- proposed Heads of Terms where these affect local infrastructure or community facilities; and
- any subsequent proposal to materially alter the agreed obligations or the purpose for which financial contributions are to be used.

This would ensure that local knowledge informs the negotiation of obligations without suggesting that Parish Councils should become parties to the Section 106 agreement itself.

Transparency and accountability

The proposed change makes transparency particularly important.

The Parish Council considers that Sevenoaks District Council should publish information, at parish level wherever practicable, showing:

- Section 106 contributions secured from development;
- the purpose for which each contribution has been secured;
- sums received and sums outstanding;
- expenditure from those contributions;
- the projects or locations upon which contributions have been spent; and
- any unspent or returned contributions.

This would enable residents and Parish Councils to understand the relationship between development taking place within their community and the infrastructure subsequently provided to address its effects.

Impact of the proposed change on Parish Council funding

The Parish Council is concerned that the consultation acknowledges the possibility that Town and Parish Councils may receive less funding under the proposed arrangements but does not provide an equivalent mechanism through which communities hosting larger development will receive locally controlled funding.

This is particularly important where substantial housing allocations are proposed.

Larger developments can place additional pressures on community facilities, recreation, highways, local services and other infrastructure, including facilities which may be owned or managed by Town and Parish Councils.

The Parish Council therefore considers that the implications of the proposed change for neighbourhood CIL receipts and locally delivered infrastructure should be clearly assessed before the revised Charging Schedule is adopted.

Parish Council's requested changes

Ash-cum-Ridley Parish Council requests that the proposed arrangements are amended or supplemented to provide:

1. A clear mechanism for Town and Parish Councils to identify local infrastructure priorities arising from major developments at an early stage of the Section 106 process.
2. Consultation with the relevant Town or Parish Council on proposed Section 106 infrastructure obligations for significant developments.
3. A commitment that contributions will, where legally permissible and appropriate having regard to the purpose for which they were secured, be used to address impacts within the community affected by the development.
4. Consultation with the relevant Town or Parish Council where it is proposed to use a contribution outside the locality in which the development arose, together with publication of the reasons for doing so.
5. Clear parish-level reporting of Section 106 contributions received, allocated, spent and outstanding.
6. An assessment of the financial effect of removing developments of 10 or more dwellings from CIL upon Town and Parish Council neighbourhood CIL receipts and locally delivered infrastructure.
7. Consideration of how the loss of locally controlled neighbourhood CIL from major developments can be addressed so that communities hosting substantial development continue to receive a tangible and proportionate local benefit.

Conclusion

Ash-cum-Ridley Parish Council supports the principle that development should make an appropriate contribution towards the infrastructure required to mitigate its effects. The Council does not object in principle to greater use of Section 106 agreements for major developments where this provides a more effective means of delivering necessary site-specific infrastructure.

Its concern is that the proposed change removes the certainty, transparency and element of local control currently provided by neighbourhood CIL without establishing an equivalent mechanism for communities affected by major development.

The Parish Council therefore requests that the Draft Charging Schedule and associated arrangements are amended to provide stronger safeguards for Parish Council involvement, transparency, local infrastructure delivery and demonstrable community benefit before the revised arrangements are adopted.

**ASH-CUM-RIDLEY PARISH COUNCIL
PLANNING APPLICATIONS WORKING GROUP**

Notes of the meeting of the Planning Applications Working Group held on
Tuesday 4th August 2026 via Teams, commencing at 7.30pm

Present: Cllr C Clark (Chairman)
Cllr J Clucas
Cllr V Ngwenya
Cllr J Scott
Cllr M Manley
Cllr P Kirtley

In attendance: Megan Hodges – Assistant Clerk

1. Apologies for absence

Apologies were received from Cllrs S Fishenden, F Cottee, C Gorton and S Hobbs.

2. Declarations of Interest

None.

3. Notes

The notes of the meeting held on 7 July 2026 were AGREED. PROPOSED: Cllr J Clucas
SECONDED: Cllr J Pat K and AGREED.

4. Applications

26/01075: Kiltanon Chapel Wood Road Ash Kent TN15 7HX - Demolition of existing dwelling and construction of 9 new dwellings including the provision of a new access, parking, landscaping and drainage. Cllr J Scott PROPOSED the parish council objects to this application for the following reasons:

The development would be inappropriate development in the Green Belt. The site is not developable "grey belt" and fails the test of paragraph 155 of the NPPF

It is not in a sustainable location. Ash scores only 14 in the hierarchy score for the Reg 18 local plan consultation. It has no bus service, school, doctors surgery or shops. The public house is currently closed and the village hall has limited use. The 2022 Housing Needs Survey for Ash-Cum-Ridley identified the need for 39 affordable homes for 17 single people, 6 couples, 15 families and 1 other in the next 5 years and 19 homes for owner occupiers. This need has been met by the 49 one and two bedroomed apartments and 4 three bedroomed houses at Manor Gardens. Additionally the Oast House Nursery site 400 metres from the proposed site has 18 new larger homes. This proposed development of 9 larger homes will not be affordable housing and would not meet any further local need.

Given the state of the local roads and access it is astonishing that any additional development is being considered in this area. The access to the northbound A20 from this site is along Billet Hill which was a cart track in the 18th century and remains exactly the same width today. It is single track and very narrow. The access to the southbound A20 and M26 is via South Ash Road which again in many places is single track. Northbound through Hartley and Longfield is the access to the M25 and local schools. These roads are

very congested already. Billet Hill and South Ash Road in particular already carry thousands of vehicles a day on roads that are woefully inadequate for the many thousands of residents of New Ash Green, Ash, West Yoke, Hartley and Longfield that are forced to use them. Already the congestion, road rage and subsequent accidents are extremely concerning. That is without mentioning the danger to horse riders, cyclists and pedestrians. Recently 45 new homes (including this development) have been either built or given permission on the short stretch of Ash Road from Hever Trading Estate to Kiltanon (about 400 metres in length). Conservatively that is another 270 car movements a day. If the Reg 19 developments west and south of New Ash Green go ahead they will add another 5,000 car movements a day. Ash and New Ash Green, Longfield and Hartley are likely to be one long traffic jam at that point. No more development should take place in Ash and New Ash Green until Kent Highways have developed a plan to deal with all this new traffic. It should be noted that the local bus timetables are already very inadequate and indeed largely a fantasy. There is no direct service from the proposed site to Longfield station.

Additionally many of the houses on the proposed site are three storey and appear to be over 8.5 metres in height to the gable end. This is much higher than other 2 storey or bungalow houses in the local street scene and will be very oppressive. There are only 2 parking spaces allocated per house with 2 Visitor spaces for the entire site. Given the size of the houses and likely number of residents there will certainly not be enough parking onsite, The developer should revisit the number of car parking spaces and provide a new plan. Parking on Chapel Wood Road would be dangerous as it is on a blind bend with a 40mph speed limit.

The proposed access to the site is on a blind bend on Chapel Wood Road which is used and was designed as the bypass for New Ash Green. Cars go from a 30mph limit as they drive north on the Ash Road to a 40mph limit on Chapel Wood Road where the proposed site access is. This is exactly the point where cars accelerate into the blind bend. It's a very dangerous, unsighted access point which is likely to lead to serious accidents if left in place.

The bat survey states that the site is home to pipistrelles and other bat species. It states that bat boxes should be placed in the houses and the trees on the western edge of the site left unmolested. On the detailed house plans the bat boxes are not shown and the trees on the western edge of the site appear to have been felled and cleared.

South East Water is struggling to maintain adequate drinking water provision in its operating area. We are subject to our fourth temporary hose pipe ban in 4 years. Any additional housing will ensure that our ground water aquifer is not replenished. The stressed. SECONDED: Cllr P Kirtley and AGREED.

5. Decisions

The decisions as set out on the Agenda were RECEIVED and NOTED.

6. Other Matters for Discussion

The meeting closed at 20.09pm

**ASH-CUM-RIDLEY PARISH COUNCIL
PLANNING APPLICATIONS WORKING GROUP**

Notes of the meeting of the Planning Applications Working Group held on
Tuesday 25 August 2026 via Teams, commencing at 7.30pm

Present: Cllr C Clark (Chairman)
Cllr J Clucas
Cllr C Gorton
Cllr S Hobbs
Cllr M Manley

In attendance: Alison de Jager – Parish Clerk

1. Apologies for absence

Apologies were received from Cllrs S Fishenden, F Cottee, P Kirtley and J Scott.

2. Declarations of Interest

None.

3. Notes

The notes of the meeting held on 4 August 2026 were AGREED. PROPOSED: Cllr M Manley SECONDED: Cllr J Clucas and AGREED.

4. Applications

26/01888: 45 Ayelands, New Ash Green, DA3 8JN – First floor extension to rear of property. Cllr C Gorton PROPOSED that the Parish Council does not object to this application as long as it does not conflict with local planning policy. SECONDED: Cllr J Clucas and AGREED.

5. Decisions

The decisions as set out on the Agenda were RECEIVED and NOTED.

6. Other Matters for Discussion

The meeting closed at 19:44

**ASH-CUM-RIDLEY PARISH COUNCIL
PLANNING APPLICATIONS WORKING GROUP**

Notes of the meeting of the Planning Applications Working Group held on
Tuesday 01 September 2026 via Teams, commencing at 7.30pm

Present: Cllr C Clark (Chairman)
Cllr J Clucas
Cllr C Gorton (left at 7.45pm)
Cllr S Hobbs
Cllr P Kirtley
Cllr V Ngwenya

In attendance: Alison de Jager – Parish Clerk

1. Apologies for absence

Apologies were received from Cllrs S Fishenden, F Cottee, and M Manley.

2. Declarations of Interest

None.

3. Notes

The notes of the meeting held on 25 August 2026 were AGREED.

PROPOSED: Cllr C Clark SECONDED: Cllr C Gorton and AGREED.

4. Applications

26/01607 and 26/01688: Ridley Court Oast, Rectory Road, TN15 7EX –

1. Demolition of existing garage. Erection of two-storey oak-framed garage with dormer windows.
2. Erection of oak framed porch and oak framed extension following removal of existing porch and conservatory.

Cllr C Clark PROPOSED that the Parish Council has no objection to the new porches and extension on the Oast House. However, the proposed garage is within 5m of the house and therefore should be regarded as an extension when calculating the habitable area (Policy GB3 of the Sevenoaks Supplementary Planning Document). We note with concern the large increase in area and particularly question the need for 6-7 bedrooms on the site. We also note that the application is made by a company specializing in oak-framed buildings and not a private individual.

We understand that work is already well under way on the buildings and that there has been intensive thinning of the hedging shielding the site from the Grade II listed farm buildings. We request that the hedging is restored to a state that adequately serves its purpose as a barrier between the two sites. It is also noted that, although Ridley Court Oast House itself is not listed, it lies in close proximity to three listed buildings, including the Grade II* Church of St Peter and the Grade II listed Granary, therefore particular regard

should be given to the impact of the proposed development on these heritage assets.

5. Decisions

The decisions as set out on the Agenda were RECEIVED and NOTED.

6. Other Matters for Discussion

The meeting closed at 19:53

Ash Green Sports Centre

Ash-cum-Ridley Parish Council**BANK ACCOUNTS**

Parish Council Current Account	£1,151.31
Sports Centre Current Account	£7,016.91
Parish Council Instant Access	£7,000.00
Sports Centre Instant Access	£12,000.00
Parish Council Nationwide Deposit	£120,000.00
Sports Centre Till/Float	£125.00
Parish Council Petty Cash	£75.00
Parish Council Lunch Club Float	£120.00
Sports Centre Petty Cash	£75.00
Parish Council Charge Card	-£664.40
Sports Centre Income Account	£133.47
Parish Council Unity Bank	£120,000.00
Total in Banks	267,032.29

Cash	Sports Centre	19,350.38
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GRAND TOTAL (Banks and Cash)	£267,032.29
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Summary of Receipts and Payments

Cost Centre Group - Sports Centre (Between 01/04/2026 and 11/09/2026)

SC Gym & Memberships

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
120	Members	55,973.00	23,409.97	-32,563.03				-32,563.03 (-58%)
121	Casual Use	3,238.00	731.00	-2,507.00				-2,507.00 (-77%)
122	Racket Members	1,640.00	783.75	-856.25				-856.25 (-52%)
123	Non Members	3,713.00	1,000.50	-2,712.50				-2,712.50 (-73%)
SUB TOTAL		64,564.00	25,925.22	-38,638.78				-38,638.78 (-59%)

SC Classes

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
125	Class Income	23,795.00	13,789.06	-10,005.94				-10,005.94 (-42%)
1701	Class Costs				15,000.00	5,390.80	9,609.20	9,609.20 (64%)
SUB TOTAL		23,795.00	13,789.06	-10,005.94	15,000.00	5,390.80	9,609.20	-396.74 (-1%)

SC Sports Hall

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
127	Hall Hire	4,950.00	1,411.00	-3,539.00				-3,539.00 (-71%)
128	Badminton	12,880.00	5,764.50	-7,115.50				-7,115.50 (-55%)
SUB TOTAL		17,830.00	7,175.50	-10,654.50				-10,654.50 (-59%)

SC Squash Courts

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
130	Court Hire	918.00	255.00	-663.00				-663.00 (-72%)
131	Squash/Table Tennis	5,153.00	1,878.00	-3,275.00				-3,275.00 (-63%)
SUB TOTAL		6,071.00	2,133.00	-3,938.00				-3,938.00 (-64%)

SC Sundries

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
132	Bank Interest	63.00	28.15	-34.85				-34.85 (-55%)
133	Tennis		71.50	71.50				71.50 (N/A)
134	Refreshments	1,800.00	825.84	-974.16				-974.16 (-54%)
135	Equipment Sales	100.00	14.15	-85.85				-85.85 (-85%)
136	Youth Provision	2,000.00	1,095.50	-904.50				-904.50 (-45%)
137	Over/Under Till		-3.19	-3.19				-3.19 (N/A)
2001	Refreshments Costs				1,111.00	345.36	765.64	765.64 (68%)
2002	Equipment Costs		5.84	5.84	75.00	48.32	26.68	32.52 (43%)

Summary of Receipts and Payments

Cost Centre Group - Sports Centre (Between 01/04/2026 and 11/09/2026)

SUB TOTAL	3,963.00	2,037.79	-1,925.21	1,186.00	393.68	792.32	-1,132.89 (-22%)
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SC Grants

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
138	Parish Council	10,000.00		-10,000.00				-10,000.00 (-100%)
139	Other							(N/A)
SUB TOTAL		10,000.00		-10,000.00				-10,000.00 (-100%)

SC Staff Costs

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2201	Wages & Tax/Nl				64,458.00	34,296.59	30,161.41	30,161.41 (46%)
2202	Pension Costs				628.00	106.41	521.59	521.59 (83%)
2203	Training/Welfare				750.00	25.00	725.00	725.00 (96%)
2204	Contract Cleaning/Cover				8,156.00	2,837.14	5,318.86	5,318.86 (65%)
2205	Staff Refreshments				50.00	10.27	39.73	39.73 (79%)
SUB TOTAL					74,042.00	37,275.41	36,766.59	36,766.59 (49%)

SC General

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2301	Agreements/Licences				2,376.00	857.32	1,518.68	1,518.68 (63%)
2302	Bank Charges				1,800.00	811.58	988.42	988.42 (54%)
2303	Publicity				450.00		450.00	450.00 (100%)
SUB TOTAL					4,626.00	1,668.90	2,957.10	2,957.10 (63%)

SC Office & Occupancy

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2401	Office Equipment				250.00	19.92	230.08	230.08 (92%)
2402	Stationery & Printing				1,780.00	19.78	1,760.22	1,760.22 (98%)
2403	Communications & IT				1,280.00	207.24	1,072.76	1,072.76 (83%)
2404	Utilities & Site Costs				15,000.00	1,148.23	13,851.77	13,851.77 (92%)
2405	Business Rates				950.00		950.00	950.00 (100%)
2406	Cleaning Materials				550.00	142.56	407.44	407.44 (74%)
2407	Postage & Delivery				20.00		20.00	20.00 (100%)
2408	Sundry Costs				471.00	250.59	220.41	220.41 (46%)
2409	Health & Safety				725.00	8.70	716.30	716.30 (98%)
SUB TOTAL					21,026.00	1,797.02	19,228.98	19,228.98 (91%)

Summary of Receipts and Payments

Cost Centre Group - Sports Centre (Between 01/04/2026 and 11/09/2026)

SC Repairs & Maintenance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2501	Repairs & Maintenance				1,500.00	376.32	1,123.68	1,123.68 (74%)
SUB TOTAL					1,500.00	376.32	1,123.68	1,123.68 (74%)

SC Gym/Sports Equipment

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2601	Repairs				1,500.00	495.00	1,005.00	1,005.00 (67%)
2602	New Equipment				4,500.00	653.39	3,846.61	3,846.61 (85%)
SUB TOTAL					6,000.00	1,148.39	4,851.61	4,851.61 (80%)

SC Contingency

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
2701	Contingency				1,000.00		1,000.00	1,000.00 (100%)
SUB TOTAL					1,000.00		1,000.00	1,000.00 (100%)

Summary

NET TOTAL	126,223.00	51,060.57	-75,162.43	124,380.00	48,050.52	76,329.48	1,167.05
V.A.T.		169.14			955.78		
GROSS TOTAL		51,229.71			49,006.30		

Ash-cum-Ridley Parish Council

11 September 2026 (2026-2027)

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
249	10/07/2026		Sports Centre Currer	BC 07	Card Payment Charges	Barclays Bank Ltd		50.54		50.54
254	14/07/2026		Sports Centre Currer	SCDP 11	Utilities	Leigh Academy Milestone		770.70	154.14	924.84
258	15/07/2026		Sports Centre Currer	LZ 07	Direct Debit Charges	London & Zurich Ltd		57.80	11.56	69.36
255	16/07/2026		Sports Centre Currer	SCDP 11	Classes Instructor	Cindy Rodgers		25.00		25.00
257	17/07/2026		Sports Centre Currer	SCDP 11	Classes Instructor	Your Total Wellbeing		107.76		107.76
262	20/07/2026		Sports Centre Currer	SCHF 07	Sports Centre Website	Hugofox Limited		3.99	0.80	4.79
265	24/07/2026	Reimbursed to Graham Edwa	Sports Centre Currer	WK17	Refreshments	Costco Wholesale UK Limb		20.97	4.19	25.16
266	24/07/2026		Sports Centre Currer	SCDP 13	Cleaning	Middles Cleaning Services		78.00		78.00
267	24/07/2026		Sports Centre Currer	SCDP 12	Classes Instructor	Kay Midwinter		50.00		50.00
268	24/07/2026		Sports Centre Currer	SCDP 12	Classes Instructor	Lisette Bixley (Foster)		100.00		100.00
276	28/07/2026		Sports Centre Currer	LB 07	Bank Charges	Lloyds Bank		8.44		8.44
275	30/07/2026		Sports Centre Currer	SCDP 13	Classes Instructor	Lisa Walker		225.00		225.00
286	04/08/2026		Sports Centre Currer	CR 08	Clubright Software	Clubright Limited		129.00	25.80	154.80
292	07/08/2026		Sports Centre Currer	SCDP 13	Cleaning	John Ames		465.75		465.75
293	07/08/2026		Sports Centre Currer	SCDP 13	Hire of Drama Studio	Vivify Venues Ltd		57.52		57.52
295	07/08/2026		Sports Centre Currer	SCDP 13	Classes Instructor	Jo White		725.00		725.00
297	07/08/2026		Sports Centre Currer	SCDP 13	Stationery	Lyreco UK Limited		2.90	0.58	3.48
301	07/08/2026		Sports Centre Currer	TP 08	Card Machine	Takepayments Limited		13.00	2.60	15.60
296	07/08/2026		Sports Centre Currer	SCDP 13	Toilet Tissue	KCS Education (CSG Global		56.98	11.40	68.38
300	07/08/2026		Sports Centre Currer	HELO 08	Flow Phone System	Heliocentrix Limited		23.52	4.70	28.22
303	10/08/2026		Sports Centre Currer	BC 08	Bank Charges	Barclays Bank Ltd		46.98		46.98
312	11/08/2026		Sports Centre Currer	BACS 08	Wages	Sport Centre		5,269.98		5,269.98
313	11/08/2026		Sports Centre Currer	BACS 08	Tax & NI	HMRC Cumbernauld		574.79		574.79
294	13/08/2026		Sports Centre Currer	SCDP 14	Classes Instructor	Kay Midwinter		75.00		75.00
316	13/08/2026		Sports Centre Currer	SCDP 14	Cleaning Products	Lyreco UK Limited		6.15	1.23	7.38
317	13/08/2026		Sports Centre Currer	SCDP 14	Cleaning	Middles Cleaning Services		91.13		91.13
298	13/08/2026		Sports Centre Currer	SCDP 14	IT Support	Wrotham Computer Care L		41.67	8.33	50.00
315	13/08/2026	Reimbursed to Karen Law	Sports Centre Currer	SCDP 14	Cleaning Products	Sainsbury's		7.90	1.58	9.48
322	14/08/2026		Sports Centre Currer	HELO 08	Flow Phone System	Heliocentrix Limited		1.44	0.29	1.73
323	18/08/2026		Sports Centre Currer	LZ 08	Direct Debit Charges	London & Zurich Ltd		52.40	10.48	62.88
324	18/08/2026		Sports Centre Currer	SCHF 08	Sports Centre Website	Hugofox Limited		3.99	0.80	4.79
340	27/08/2026		Sports Centre Currer	SCDP 15	Classes Instructor	Jo White		512.50		512.50
341	27/08/2026		Sports Centre Currer	SCDP 15	Classes Instructor	Lisa Walker		200.00		200.00

Ash-cum-Ridley Parish Council
PAYMENTS LIST

Vouche Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
342	27/08/2026		Sports Centre Currer	SCDP 15	Hire of Drama Studio	Vivify Venues Ltd		100.66		100.66
366	01/09/2026		Sports Centre Currer	SCLB 09	Bank Charges	Lloyds Bank		7.04		7.04
362	03/09/2026		Sports Centre Currer	BACS 09	Wages	Sport Centre		5,110.78		5,110.78
363	03/09/2026		Sports Centre Currer	BACS 09	Tax & NI	Sport Centre		729.38		729.38
373	04/09/2026		Sports Centre Currer	SCDP 16	Utilities	Leigh Academy Milestone		951.65	190.33	1,141.98
365	04/09/2026		Sports Centre Currer	CR 09	Clubright Software	Clubright Limited		129.00	25.80	154.80
371	04/09/2026		Sports Centre Currer	SCDP 16	Cleaning	John Ames		405.00		405.00
372	04/09/2026		Sports Centre Currer	SCDP 16	Classes Instructor	Kay Midwinter		100.00		100.00
377	07/09/2026		Sports Centre Currer	TP 09	Card Machine	Takepayments Limited		13.00	2.60	15.60
376	07/09/2026		Sports Centre Currer	HELO 09	Flow Phone System	Heliocentrix Limited		23.52	4.70	28.22
378	10/09/2026		Sports Centre Currer	BC 09	Card Payment Charges	Barclays Bank Ltd		38.18		38.18
Total								17,464.01	461.91	17,925.92

Community and Environment

ASH-CUM-RIDLEY PARISH COUNCIL

Agenda Item: 11.2 – Full Council 17 September 2026

Report Title: New Ash Green – Access to Cash

Following concerns regarding the proposed closure of the New Ash Green Post Office and loss of the ATM, LINK was asked to carry out a Cash Access Assessment for the village.

The assessment was completed on 9 September 2026. LINK has advised that it is not recommending any new or improved cash access services at this time, as it considers that there are currently sufficient facilities available locally.

The assessment advises that ***‘Whilst the Post Office remains open, New Ash Green does not meet the criteria for LINK to recommend a solution. However, we will assess the impact of the Post Office closure and the ATM removal, which has not yet been formally confirmed as permanent closure by Post Office operations. This will be carried out through our Post Office closure assessment process, which includes a site visit.’*** The Parish Council will be advised of the outcome. The nearest bank serving both personal and business customers is identified as Halifax at Bluewater, approximately 5.2 miles away. Nationwide in Longfield is approximately 2.2 miles away.

The current decision can be reviewed within 28 days if new information is available or if there is considered to be an error in the assessment.

Recommendation: Members are asked to note the outcome of the current assessment and LINK’s confirmation that a further assessment will be carried out once the Post Office closure and ATM removal are confirmed.

NEW ASH GREEN FOCUS GROUP

Notes of a meeting of the New Ash Green Focus Group held via Teams on Monday 13 July 2026 commencing at 2.00pm.

Present: Cllr S Fishenden – Chairman, Ash-cum-Ridley Parish Council
Mr C Clark – Chapel Wood Residents Society
M Lindop – Sevenoaks District Councillor
PC C Harrison – Kent Police
K Webb - Sevenoaks District Council Community Safety Unit (CSU)
J West – KCC Community Warden

In Attendance: M Hodges – Assistant Clerk

1. **Apologies for Absence and Introductions**

C Clark – Chapel Wood Residents Society, E Smith - KMP, PC J Weatherall – Kent Police, L Manston – Sevenoaks District Councillor, P Kirtley – Councillor

2. **Notes of Previous Meeting**

The notes of the meeting of 13 April 2026 were received and noted.

3. **Agency Updates**

3.1 Sevenoaks District Council Community Safety Unit (CSU) – K Webb advised that daily partner agency meetings continue and there has been little reported in relation to New Ash Green, which is positive. Anti-social behaviour and community safety issues appear quieter than during the same period last year. The Community Safety Unit attended the Community Safety Day held in June. Despite poor weather, the event was successful and well attended. Family Fun Day events have now been organised across the district and information has been circulated to local schools and the Parish Council. Schools generally distribute information through electronic newsletters. The CSU continues its programme of Violence Against Women and Girls (VAWG) awareness events across the district. New Ash Green will be included in the next phase, likely during late summer or September. Healthy Walks in both New Ash Green and Hartley continue to be well attended. Additional funding has been secured for Compaid's digital inclusion work, supported through successful grant applications. Cooking courses are scheduled to begin in September at Ash Village Hall following difficulties securing suitable venues within New Ash Green.

3.2 Kent Police - PC C Harrison advised that no formal update had been received from the local policing team; however, routine monitoring of incidents continues. Reported crime and anti-social behaviour levels in New Ash Green have reduced, which is encouraging. The Community Safety Day held in June was considered a success despite adverse weather conditions. The football match and wider community engagement activities were positively received. Local beat officers have been encouraged to attend Family Fun Day events across the district where operationally possible. Bike marking will be available at the Hartley Family Fun Day. Further enquiries have been made with the local school regarding educational inputs relating to catapult use and wildlife concerns.

3.3 Community Warden – J West reported that community engagement work within the villages continues, focusing on building stronger and safer communities. Partnership working remains a key focus, with regular involvement from the HERO Service, Private Sector Housing Team, Citizens Advice, Compaid and Hi Kent, all

of whom attend Community Hub sessions held at the Village Hall. Positive relationships continue with the GP Surgery and Kent Police, facilitating support for residents experiencing a range of welfare concerns. The Community Hub sessions on Tuesday mornings remain well attended and continue to offer valuable support and advice to local residents. Support provided through the Community Cupboards continues to assist residents in need. The New Ash Green Village Association continues to provide valuable support by making facilities available for community sessions, visiting agencies and confidential resident meetings. J West highlighted the strength of partnership working across all agencies and volunteers and advised that she had recently been nominated for a Sevenoaks District Council "Making It Happen" award in recognition of her community work.

4. **Local Issues and Concerns**

- 4.1 Youth Provision - The Youth Provision service launched in June and is progressing positively. It was reported that approximately eight young people are currently attending the junior group and three young people the senior group. Further referrals continue to be received. Positive relationships have already been established between youth workers and attendees. Members were encouraged to continue promoting the service through local schools and networks.
- 4.2 Community Engagement Events - Following the successful Community Safety Day in June, discussions have commenced regarding a larger community engagement event for 2027. The Chairman Cllr S Fishenden advised that a meeting would be held with event partners to explore options, potential activities and suitable dates. Further details will be circulated once available.
- 4.3 New Ash Green Shopping Centre and Car Parks - No significant anti-social behaviour concerns were raised in relation to the shopping centre or associated car parks.

5. **Other Matters for Discussion**

No other matters were raised.

6. **Communications from Local Stakeholders**

K Webb advised that the Sevenoaks District Council Community Safety Unit would be making contact with representatives of the New Ash Green Social Committee to explore opportunities for future collaborative community activities.

7. **Dates of Next Meetings**

Date for the next meeting was set as 12 October 2026

The meeting closed at 2.14pm

NORTHFIELD MANAGEMENT COMMITTEE

Minutes of the Meeting held on Wednesday 09 September 2026 at 11.00am at Hartley Library, Ash Road, Hartley, DA3 8EL

Present: Cllr L Glander
Cllr I MacLeod
Cllr A Oxtoby
Cllr V Sewell

In Attendance: A de Jager – Secretary
H Boden – Treasurer
1 Member of the public

1. Apologies for Absence

Apologies for absence had been received from Cllrs S Fishenden and A Oxtoby.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the Meeting of 22 May 2026

Cllr I MacLeod PROPOSED that the minutes of the meeting held on 22 May 2026 are approved and signed. SECONDED: Cllr L Glander and AGREED.

4. Finance Report

4.1 Financial Report

- Bank balances – the balances in the Community Account and the Business Rate Tracker Account were NOTED.
- It was NOTED that the bank reconciliations for the Community and Base Rate Tracker accounts, have not been carried out since the last meeting due to year end.

4.2 Payments

Cllr A Oxtoby PROPOSED that the following payments are authorised. SECONDED: Cllr I MacLeod and AGREED.

Chq no	Payee	Particulars	Net	VAT	Gross
100693	Graham's Gardensl	Visual inspection inv 205	90.00	0.00	90.00
100694	Sevenoaks District Council	Dog bin emptying Apr – June inv 2103799	192.40	38.48	230.88
100695	Graham's Gardens	Visual inspections and fence repair inv 206	163.00	0.00	163.00

100696	Kent Grassland Services	Grass Cutting inv 4169	400.00	80.00	480.00
100697	VOID				
100698	Rialtas Business Solutions	Annual subscription inv SM33728	264.00	52.80	316.80
100699	Glasdon UK Limited	Purchase of dog bin inv S1943177	303.6	60.72	364.32
100700	Kent Grassland Services	Grass Cutting inv 4198	400.00	80.00	480.00
100701	Grahams Gardens	Visual inspection inv 508	90.00	0.00	90.00
100702	Zurich Insurance	Annual insurance premium	818.21	0.00	818.21
100703	NPC Trees	Emergency call out to clear fallen tree inv 3619	240.00	48.00	288.00
100704	G H Maintenance	Install new dog bin inv 128	140.00	0.00	140.00
100705	Grahams Gardens	Visual inspection inv 511	150.00	0.00	150.00
100706	Kent Grassland	Grass cutting	200.00	40.00	240.00

4.3 Asset Register - the Asset Register review was undertaken with the addition of insurance value of assets. PROPOSED: Cllr A Oxtoby SECONDED: Cllr L Glander and AGREED.

4.4 Budget 2027/2028 – The draft budget was considered and Cllr L Glander PROPOSED that the Grants Received budget in the amount of £1,145.00 is removed, and the contributions from the Parish Councils increased to £3,000.00 for the year 2027/28. SECONDED: Cllr A Oxtoby and AGREED.

4.5 Insurance - it was NOTED that a three year long term agreement with Zurich has been entered into with an annual premium of £818.21 as authorised by the Chairmen.

4.6 Government Grants – it was AGREED that the Northfield Management Committee and New Ash Green Village Association will work together in investigating and submitting government grants such as the Environmental Land Management Schemes.

4.7 Appointment of Internal Auditor – Cllr L Glander PROPOSED that Mulberry Local Authority Services is appointed Internal Auditor for the year 2026/27. SECONDED: Cllr A Oxtoby and AGREED.

5. Land and Site Maintenance

5.1 Kent Plan Trees – a survey was carried out, survival rates must be a minimum of 75%. Consequently, an additional 350 trees will need to be planted. Cllr V Sewell PROPOSED that an application is made to the Woodland Trust free tree scheme. SECONDED: Cllr A Oxtoby and AGREED.

- 5.2 It was NOTED that the dog bin at the entrance adjacent to Milestone Academy has been replaced.
- 5.3 Hay crop – it was NOTED that the grassland and wild flower meadow were cropped for hay on 17 August 2026 and payment received from the contractor.
- 5.4 Quantitative Tree Risk Assessment – it was NOTED that the assessment was carried out on 07 September 2026 and the report is awaited. Cllr L Glander PROPOSED that should any maintenance be required, that it is delegated to the Clerk, in conjunction with the Chairmen, to authorise the expenditure in line with the current Financial Regulations. SECONDED: I MacLeod and AGREED.
- 5.5 Emergency Tree Removal – it was NOTED that a tree that had fallen over the public right of way was removed at a cost of £240.00 plus VAT and authorised by the Chairmen.
- 5.6 UK Power Network – It was NOTED that following a fire and replacement of posts and transformer, the fence between New Ash Green and Northfield has been made good. However, the damaged mounting blocks have not been replaced. Suitable tree stumps will be sourced and installed, with out concrete.
- 5.7 Matters raised by members – Cllr L Glander noted that the hedge adjacent to Ash Road needs to be faced. The contractor usually completes this in October.

6. Horse Riding Route

- 6.1 The date for the closure of the horse-riding route was provisionally set for the October half term, weather dependent.

7. Health & Safety

- 7.1 Visual Inspections – Graffiti on the Barnets Wood interpretation panel has been removed and the rails on the pedestrian entrance from Caling Croft have been repaired.

8. Date of Next Meeting

The date of the next meeting will be set for January 2027, depending on availability of members,

The meeting closed at 11.53am

.....
Chairman

.....
Date

ASH-CUM-RIDLEY PARISH COUNCIL

Agenda Item: 11.4 – Full Council 17 September 2026

Report Title: **Hodsoll Street Play Area**

The Parish Council previously held a five-year lease for the Hodsoll Street Play Area with the former landowner of the Hodsoll Street Play Area. Following his death, ownership passed to his nephew.

Discussions have taken place with Mr M Stoneham about renewing the lease. He previously suggested that a licence may be more suitable, however neither a lease nor licence has progressed. A further email has recently been sent asking if the position can now be formalised.

Without a formal agreement in place, no major improvements can be considered. The annual RoSPA inspection was carried out on 14 July 2026. No high-risk items were identified, but the following work is required.

The main issues are:

- **Basketball post** – the backboard is damaged and should be removed. There is also corrosion to the post and a missing cap. The damaged backboard was given a medium risk score of 12.
- **Goal post** – the net is damaged and should be replaced. This was given a medium risk score of 8.
- **Wooden fencing** – some timber is decaying, there is damage to some posts and one section is not secure.
- **Junior swing** – some wear to the chains and seat was noted, together with small gaps in the safety surfacing.
- **Climber and toddler swing** – gaps in the safety surfacing were identified. RoSPA also noted an issue with the clearance on the toddler swing, although no practical action was recommended.

• **Members are asked to:**

1. note the RoSPA inspection;
2. agree that the necessary repairs and maintenance are carried out;
3. note that Mr Stoneham has been contacted again regarding a lease or licence; and
4. agree that any major improvements are considered put on hold until a formal agreement is in place.

Progress Tracker

Ash-cum-Ridley Parish Council - Progress Tracker (2023-2026)

Date of Original Minute	Minute Ref.	Description	Case Officer	Current Status	Latest Update
Jul-23	8707/23 a	Hodsoll Street Recreational Ground		On Hold	Deferred from September 2022 meeting
May-24	8828/24	KMP Solutions	Clerk	In Progress	Request for additional disabled parking in North Square/Y Centre. To be completed July/August 2025. Feb 2026 - email sent
Sep-25	9000/25	Leigh Academies Trust/KCC Strategic Plan	Clerk	In Progress	Sports Centre Lease
Jan-26	9052/26	Internal Audit	Clerk		
	9053/26	PWLB Borrowing Application	Assistant Clerk	Completed	Charge card limit increase to £1,500 and new card registered to the Assistant Clerk
			Clerk	Completed	Submitted
		Children's Centre	Clerk	In Progress	Submit agreed offer to purchase to Agent. Offer increased - awaiting Agent's response. Purchase price accepted purchase process started. Awaiting date for completion.
Feb-26	9068/26	Speedwatch	Assistant Clerk	Completed	Purchase of body cameras
	9074/26	Spring Tea	Clerk	In Progress	Contacted Hartley Parish Council
Apr-26	9099/26 a	Speed Indicator Device	Clerk	Completed	Email sent to VA regarding Greenlands Team moving SID
	9099/26 b	Asset of Community Value	Clerk/Assistant Clerk	Completed	Register Ash Green Sports Centre as ACV
	9099/26 e	Dog Waste Bin	Clerk/Assistant Clerk	In Progress	Discussions with landowner and Church Warden
	9100/26	HiKent	Clerk	In Progress	Letters to HiKent and Borough Green Clinic regarding replacement batteries and tubes. (no public transport to BG)
May-26	9109/26 a	Cash Access Request	Clerk	In Progress	cash Access Form completed and sent to LinkScheme
	9114/26	Morrisons closure	Clerk	In Progress	Emailled Morrisons, MP , Link
Jun-26	9121/26 b	IT Policy	Clerk/Assistant Clerk	Completed	To include reference to AI in the draft policy.
	9121/26 c	Local Council Award Scheme	Assistant Clerk	In Progress	
	9123/26	Submission of AGAR	Deputy Clerk/Clerk	Completed	AGAR submitted and relevant notices displayed
	9127/26	CCTV Provision	Clerk/Assistant Clerk	In Progress	Enquiries with SDC Community Safety and VA
July	9135/26	Burial Ground Regulations	Clerk/Assistant Clerk	Completed	Review as per July meeting
	9137/26	SDC Reg 19 Consultation	Clerk	Completed	L Horner to prepare response.