

ASH-CUM-RIDLEY PARISH COUNCIL

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

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15 November 2024

Dear Councillor

You are hereby summoned to attend the next meeting of the Ash-cum-Ridley parish Council which will be held at **7.45pm on Thursday 21 November 2024 at Hodsoll Street & Ridley Village Hall, Hodsoll Street, TN15 7LE.**

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 17 October 2024 (Attached).**SUSPENSION OF MEETING**

- **TO RECEIVE REPORTS FROM THE COUNTY AND DISTRICT COUNCILLORS' AND VILLAGE ASSOCIATION REPRESENTATIVE.**
- **PUBLIC SESSION**

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

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

5. COUNCIL ADMINISTRATION**(APPENDIX B ORANGE)**

- 5.1 **Burial Ground** - To carry out a review of the Burial Ground fees for the 2025-26 year.
- 5.2 **Planning Applications Working Group Terms of Reference** - To consider amending the terms of reference to insert a clause that meetings only take place where there are a minimum of three applications to consider. Where the threshold is not met, a recommended comment will be circulated via email to all councillors for consideration.

6. FINANCE AND GOVERNANCE**(APPENDIX C PINK)**

- 6.1 **Current Financial Position:** To receive a verbal update on behalf of the Deputy Clerk on the Council's current financial position.
- 6.2 **Approval of Payments:** To approve the payments made from 12 October 2024.
- 6.3 To give consideration to the appeal for funding from New Ash Green Woodlands Group as per the attached email.
- 6.4 **Highways Improvement Plan** - To give consideration to the recommendation from the Highways Improvement Plan Working group to authorise Kent Highways to conduct a pedestrian count survey at the crossing between Olivers Mill and Peneden at a cost of approximately £1,000.00. This survey is required as part of the application process for a zebra crossing at this location.

- 6.5 **General Data Protection Regulation** – To give consideration the renewal of the Data Protection Officer service from Satswana in the amount of £150.00 plus VAT.
- 6.6 **SLCC** – To give consideration to the renewal of the Clerk's membership to the Society of Local Council Clerks (SLCC) in the amount of £420.00
- 6.7 **Grant** - To give consideration to the appeal for funding from Victim Support as per the attached letter.
- 6.8 **Grant** – to give consideration to the appeal for funding from the New Ash Green Woodlands Group as per the attached email.
- 6.9 **Public Address System** - To give consideration to the purchase of a public address system for the Parish Council.
- 6.10 **Consultation - Enabling remote attendance and proxy voting at local authority meetings** – To give consideration to forming a response to this consultation. Relevant documents attached. Duration 8 weeks from 24 October 2024.

7. PLANNING

(APPENDIX D PURPLE)

7.1 Applications:

24/02733/LBCALT: South Ash Manor, Ash Road, Ash, TN15 7EN - Refurbishment of existing building throughout including internal alterations and repairs. Demolition of conservatory to the rear. Insertion of new opening at first floor level to form a new entrance. Installation of new bathrooms on second floor level. Installation of new kitchen at ground floor level. Replacement of cement pointing with lime mortar. Repair to chimney.

Cllr J Scott

7.2 **Planning Applications Working Group:** To note the minutes held on 6 November 2024.

7.3 **New Ash Green Solar Farm:** to receive a verbal report on the public meeting held on 13 November 2024.

8. HIGHWAYS IMPROVEMENT PLAN WORKING GROUP

(APPENDIX F DARK GREEN)

8.1 To note the notes of the Highways Improvement Plan working group meeting held on 21 October 2024.

9. SEVENOAKS DISTRICT ELECTORAL REVIEW

(APPENDIX E YELLOW)

9.1 To give consideration to the attached report.

10. ASH GREEN SPORTS CENTRE

(APPENDIX F BLUE)

12.1 **Current Financial Position:** To receive a verbal update on behalf of the Deputy Clerk/Finance Officer on the Sports Centre's current financial position.

12.2 **Approval of Payments** – To approve the payments made from 12 October 2024.

11. COMMUNITY AND ENVIRONMENT

(APPENDIX G LIME)

11.1 **KALC Community Award** – To give consideration to adopting the KALC Community Award scheme for the year 2025 as per the attached information.

11.2 **KALC Nomination** – Should the above scheme be adopted, to receive any nominations.

11.3 **Service of Remembrance** – To give consideration to changing the date of the annual Service of Remembrance from 10:45 a.m. on 11 November to the Sunday nearest to 11 November.

11.4 **Community Warden** – update report attached

11.5 **VE Day 80th Anniversary 2025** Ash Church have confirmed that they, along with the Scouts will host a beacon lighting event at Ash Church on Thursday 8 May 2025. To authorise the purchase of the gas for the beacon.

11.6 **Shopping Centre** – to give consideration to the attached request from the Sevenoaks District Councillors as per the attached.

12. ITEMS FOR INFORMATION:

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

13. PROGRESS TRACKER

(APPENDIX H LIGHT BLUE)

13.1 To note the progress tracker of Council decisions.

CLOSED SESSION

Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, that due to the confidential nature of the next item, the public and press will be asked to leave the meeting

14. PERSONNEL (reports sent under separate cover on pink paper (confidential))

14.1 **Personnel Committee:** To note the minutes of the Personnel Committee meeting held on 07 November 2024.

14.2 **Assistant Clerk:** To give consideration to the recommendation of the Personnel Committee to increase the hours of the Assistant Clerk as per the attached report.

14.3 **Training:** To give consideration to the recommendation of the Personnel Committee as per the attached report.

14.4 **Time Off In Lieu (TOIL) Policy** – to consider adopting the attached Time Off In Lieu (TOIL) Policy as recommended by the Personnel Committee.