

## NORTHFIELD MANAGEMENT COMMITTEE

### Minutes of the Meeting held on Monday 02 September 2024 at 11.00am at Ash Green Sports Centre, Ash Road, DA3 8JZ.

Present: Cllr A Oxtoby - Chairman  
Cllr S Fishenden  
Cllr I MacLeod  
Cllr M Manley

In Attendance: A de Jager – Secretary  
M Johnson-Hodges

#### 1. Apologies for Absence

Cllr L Glander

#### 2. Declarations of Interest

Cllr M Manley declared an interest in item 5.5 as his son is involved in the Flora and Fauna survey.

#### 3. Minutes of the Meeting of 17 June 2024

Cllr M Manley PROPOSED that the minutes of the meeting held on 17 June 2024 are approved and signed. SECONDED: Cllr S Fishenden and AGREED.

#### 4. Finance

4.1 Bank balances – the balances were RECEIVED and NOTED.

4.2 Financial Statement – the Committee detail report setting out the financial position of the Northfield Management Committee as at 27 August 2024 was NOTED.

4.3 The following payments were authorised for payment. PROPOSED: Cllr S Fishenden SECONDED: Cllr M Manley and AGREED.

Chq no	Payee	Particulars	Net	VAT	Gross
100620	Lushland Ltd	QTRA inv IN1131/06-24	625.00	0.00	625.00
100621	Glasdon UK	Parts to repair bench inv S1889347	764.28	152.86	917.14
100622	VOID				0.00
100623	Zurich Insurance	Annual Premium	572.01	0.00	572.00
100624	Mr W Johnstone	Installation of bench inv 1361	130.00	0.00	130.00
100625	Ash-cum-Ridley Parish Council	Underpayment of cheques issued (100618)	22.00	0.00	22.00

4.4 Draft Budget 2025/26. Members went through the draft budget. Quotes will be sought for Grass Cutting and Hedge Cutting and brought back to the next meeting.

4.5 Joint Management Committee – No response has been received from KALC/NALC regarding the status of the Joint Committee, It was NOTED that both

Parish Councils have received clear reports from the external auditor, with no questions regarding the joint committee.

4.6 Cllr A Oxtoby PROPOSED that Mr Lionel Robbins is appointed Internal Auditor for the 2024-25 financial year.

## 5. Land and Site Maintenance

- 5.1 Rural Payments Agency – the report regarding new regulations on hedgerows was NOTED. Cllr A Oxtoby PROPOSED that quotes are obtained from the contractor for an additional light cut in June, with the main annual cut taking place in September. The first payment of 50% of the delinked payment has been received. The second payment is due this month. This amount will decrease annually, with payments ceasing entirely by 2027.
- 5.2 Complaint – the committee reviewed the complaint submitted, and it was agreed that the Clerk will provide a response in accordance with the discussed actions.
- 5.3 Quantitative Tree Risk Assessment – Cllr S Fishenden PROPOSED that the quotes for the required tree work are reviewed and decided by the Chairmen under delegated authority. SECONDED: Cllr M Manley and AGREED.
- 5.4 Flora and Fauna Survey – It was NOTED that as part of the survey, a short bat transit carried out on the evening of Monday 29 April 2024 from 8pm – 10pm
- 5.5 Memorial Bench – it was noted that there were some concerns from the family around the installation of the bench. These have been addressed.
- 5.6 Hay Crop - It was NOTED that the cropping of the hay was delayed this year, the field has been cut, but not yet baled and the wildflower meadow remains uncut.
- 5.7 Allotment Parking – it was noted that the planning application for the allotment parking has been submitted on behalf of the New Ash Green Horticultural Society (NAGHS). The Validation Department have requested additional information and this has been forwarded to the NAGHS.
- 5.8 Matters raised by members – The boundary between New House Shaw and Barnetts Wood needs to be cut back, quotes will be sought. A second cut on the paths and glades will be requested from the contractor. A small tree across the horse-riding route needs to be cleared. Dog Waste signs will be placed on all entrances.

## 6. Horse Riding Route

- 6.1 It was agreed the closure of the Horse-Riding Route will be delegated to the Secretary in consultation with Cllr A Oxtoby.

## 7. Health and Safety

- 7.1 Visual Inspections – Inspections are being carried out and a post on a kissing gate needs to be repaired.

## 8. Date of Next Meeting

The date of the next meeting was set for Monday 18 November 2024 at Ash Green Sports Centre at 11.00.

The meeting closed at 11.35am

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Chairman

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Date