

NORTHFIELD MANAGEMENT COMMITTEE

Minutes of the Meeting held on Monday 29 April 2019 at 10.30am at Ash Green Sports Centre, Ash Road, New Ash Green, preceded by a walk around Northfield at 9.30am.

Present: Cllr M Brown
Cllr Mrs Oxtoby
Cllr S Glover
Cllr D Graeme
Cllr Mrs Oxtoby

In Attendance: Mrs A de Jager – Secretary
Mrs H Boden – Treasurer
Mr S Manley - Resident

1. **Apologies for Absence**

Apologies were received from Cllr S Glover.

2. **Declarations of Interest**

Cllr Mrs Oxtoby declared a financial interest in item 4.3.

3. **Minutes of the Meeting of 28 January 2019**

Cllr D Graeme PROPOSED that the minutes of the meeting of 28 January 2019 were signed as a true record. SECONDED: Cllr Mrs Oxtoby and AGREED.

4. **Financial Report**

4.1 The balances were received and NOTED.

4.2 The financial statement was NOTED.

4.3 The following payments were authorised for payment PROPOSED:
Cllr Mrs Brammer SECONDED: Cllr V Sewell and AGREED.

Chq no	Payee	Particulars	Net	VAT	Gross
100451	T D Munday	Visual Inspection Feb inv 16	80.00		
		Grass cutting play area inv 27	100.00		
		Visual Inspection Jan inv 7	80.00		260.00
100452	Sevenoaks District Council	Dog bin emptying Jan-Mar 19 inv 153726	166.40	33.28	199.68
100453	Ash-cum-Ridley Parish Council	Reimburse re dormouse boxes inv 177969	147.15	29.43	176.58
100454	T D Munday	Install post in gap in fence adjacent to Church Rd inv 46	15.00		15.00

100455	T D Munday	Visual inspection March inv 26. Fence Repairs inv 44	60.00 20.00		80.00
100456	Mrs A Oxtoby	Re-imburement of padlock barrel changing fee	10.00		10.00
100457	New Ash Green Village Assoc.	Rent 01/01/18 – 31/3/19 and 01/04/19 – 31/03/20	2.00		2.00
100458	Hartley Parish Council	Reimbursement of data back up service subscription paid by HPC in error	125.00		125.00
100459	Ash-cum-Ridley Parish Council	Reimbursement – no parking sign for Church Road gate	10.55		10.55
100460	H J Glover	Hand pull ragwort, clear entrance at Church Road, fill depressions supply and fit chain for padlock at Church Road	640.00	128.00	768.00

- 4.4 Cllr Mrs Brammer PROPOSED that the review of the effectiveness of the system of internal audit carried out by Cllrs D Graeme and V Sewell was found to be sound without amendment. SECONDED: Cllr Mrs Oxtoby and AGREED.
- 4.5 The review of the Financial Risk Assessment was carried out and Cllr Mrs Oxtoby PROPOSED the addition of GDPR regulations to the members of the Horse Riding Route. SECONDED: Cllr D Graeme and AGREED.
- 4.6 The Annual Governance Statement for 2018/19 was completed and approved.
- 4.7 The accounts for the financial year 01 April 2018 to 31 May 2019 were received and noted. The dates for the period of exercise of public rights will be set in line with those of the Parish Councils.

5. Land and Site Maintenance

- 5.1 Quantified Tree Risk Assessment – The quotes received were considered and Cllr Mrs Oxtoby PROPOSED that the three year quotation from Lushland is accepted. SECONDED: Cllr D Graeme and AGREED.
- 5.2 It was NOTED that the Basic Payments Scheme claim form has been submitted. The application for Natural England has not been received and is being chased. A new mid-tier grant is being launched and the Secretary will attend a workshop on 15 May 2019.
- 5.3 Hay Cutting – it was NOTED that we are in the third year of a three year agreement. Following discussion, Cllr Mrs Oxtoby PROPOSED that the field is not rolled this year, but that it should be rolled as early as possible next year so that it does not affect the nesting Skylarks. SECONDED: Cllr V Sewell and AGREED. It was NOTED that the depressions in the field have been filled.
- 5.4 Ragwort – it was NOTED that the field was sprayed for Ragwort on 18 April 2019. A number of complaints/concerns have been received from residents

concerned that there was no warning signs and not fully understanding that Northfield is a working field with a crop that is harvested for use by livestock. The Agronomist confirmed that a selective herbicide was used and it is approved for use on amenity land/turf. The spray dries within 20 – 30minutes and is safe to walk on after time. Within 24 hour the ragwort will draw the chemical to the roots. When used on pasture, grazing animals can return to the land after 7 days. The boundary of the field and the wildflower meadow were not treated. It was AGREED that an article will be placed in the next editions of both the Bulletin and the Hartley Parish Council newsletter.

5.5 Village Green – Cllr Mrs Oxtoby PROPOSED putting the application for a Village Green on hold as if this designation is awarded to Northfield, the Management Committee would no longer qualify for grants through the current Defra schemes. SECONDED: Cllr M Brown and AGREED.

5.6 Matters arising from the walk on Northfield. – It was reported that there is a new camp in Barnetts Wood and Mr Munday will be asked to have a look at it. There were Skylarks on the field, and bluebells and honeysuckle in Barnetts Wood. Details of suggested plug plants and a copy of the Wildlife Survey will be forwarded to Mr Manley.

6. **Horse Riding Route**

6.1 The horse riding route has re-opened with 15 members.

6.2 Complaints have been received from dog walkers stating that horses are not keeping to the route and that it is not clear where the horse riding route is. The map of the horse riding route will be re-drawn to reflect that the Horse Riding Route is 5 metres in from the boundary of the hedge. This revised map will be emailed to members and they will be reminded that riding is not permitted on the Public Footpath that goes through Barnetts Wood.

6.3It was NOTED that a No Parking sign has been purchased and will be installed on the gate at the Church Road entrance as horse riders cannot access the field if vehicles are parked there.

7. **Health and Safety**

7.1 The visual inspection sheets were available for members to view.

8. **Date of Next Meeting**

The date of the next meeting of the Northfield Management Committee at Hartley Parish Council has not been set.

The meeting closed at 11.34am

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Chairman

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Date