

**ASH-CUM-RIDLEY PARISH COUNCIL**  
**Minutes of the meeting held on Thursday 20 July 2023 at New Ash Green**  
**Youth & Community Centre, North Square, New Ash Green, DA3 8**  
**commencing at 7.45pm**

Present: Cllr S Fishenden – Chairman  
Cllr M Aspinall  
Cllr R Brammer – Vice Chairman  
Cllr J Clucas  
Cllr C Gorton  
Cllr A Jauch  
Cllr P Kirtley  
Cllr I MacLeod  
Cllr V Ngwenya  
Cllr G Pender

In attendance: Alison de Jager – Parish Clerk  
Karen Law – Deputy Clerk  
Cllr D Brazier – Kent County Council  
S Brine – New Ash Green Village Association  
Mr R Brotherwood – West Kent Extra

**8699/23 Apologies for Absence**

Apologies were received from Cllr C Clark, holiday, Cllr F Cottee, SDC Development Control meeting, Cllr S Hobbs, family commitment, Cllr M Manley, work and Cllr J Scott, family commitment. The apologies and reasons for absence were accepted.  
PROPOSED: Cllr R Brammer SECONDED: Cllr J Clucas and AGREED.

Apologies were also received from District Councillors Penny and Perry Cole, M Lindop, S Manamperi, L Manston.

**8700/23 Declarations of Interest**

a. None.

**8701/23 Minutes**

It was RESOLVED that the minutes of the meeting held on Thursday 15 June 2023 be approved and signed with the following amendment, to add Cllr M Aspinall and Cllr V Ngwenya to the Sports Centre Management Committee. Minute 8689/23 b.  
PROPOSED: Cllr J Clucas, SECONDED: Cllr R Brammer and AGREED.

**The meeting was suspended at 7.49pm**

- **to receive reports from the County Councillor and New Ash Green Village Association Representative**
- **Public Session.**

The reports from the above are attached to these minutes.

**The meeting reconvened at 8.00pm**

**8702/23 Clerk's Report**

a. The Clerk's Report was NOTED and is attached to these minutes, with the amendment to the amount paid to the ICO which should be £35.00.

### **8703/23 Council Administration**

- a. Parish Representatives on Outside Bodies – the vacant positions representatives on outside bodies have been filled as follows:  
Kent Association of Local Councils (KALC) Cllr S Fishenden  
Lances Almshouse Charity Committee – Cllr P Kirtley.
- b. Neighbourhood Plan Working Party – Cllr G Pender, Ash Ward, Cllr F Cottee, Hodsoll Street & Ridley, Cllr A Jauch New Ash Green South East Ward, Cllr M Aspinall, New Ash Green North West Ward filled the four vacancies.

### **8704/23 Finance**

- a. Current Financial Position – The Deputy Clerk/Finance Officer took members through the reports noting that the surplus of £32,717 includes the grant to the Sports Centre, some of which will be paid over in the next month. Following the decision taken at the last meeting, all relevant reserves have been moved to the new codes. Looking forward, the approved additional member of staff will add approximately £10,000 to the wages expense. This together with the possible 3.8% increase and additional training required for new councillors will be over budget for this code. Office costs are underbudget due to the new phone and broadband provider being cheaper than the current provider. The contribution to the Northfield Management Committee will be paid next month. Room hire will be paid at the end of July. Sevenoaks District Council have put up the price for Garden Sacks and these will now be sold for £21 for a pack of 25.
- b. Approval of payments – Cllr V Ngwenya PROPOSED that the payments made since the last meeting, up to 14 July 2023 are APPROVED. SECONDED: Cllr P Kirtley and AGREED.
- c. Community Infrastructure Levy (CIL) – The details of CIL payments and the current balance were RECEIVED and NOTED.
- d. Internal Audit – Following discussion Cllr R Brammer PROPOSED that the current Internal Auditor, Mr Lionel Robbins is re-appointed for the 2023-24 financial year.

### **8705/23 Planning**

- a. Applications  
None at time of Agenda.
- b. Planning Applications Working Group - The notes of the Planning Applications Working Group meeting of 05 July 2023 were NOTED.

### **8706/23 Ash Green Sports Centre**

- a. Current Financial Position – the Deputy Clerk took members through the financial reports noting that the £495 surplus includes the £4,000 grant from Hartley Parish Council, but that none of the grant from the Parish Council has been paid over. The Sports Centre is performing better than the same time last year, some of which is attributed to the price increase and to increased use, members are still returning post COVID. Bank charges are overbudget as a refund is due from Global Payments. The tablet that was purchased is used with the Clubwise software.
- b. It was NOTED that the trial Zumba classes on Wednesday evenings have stopped. We have stopped providing plastic cups for the water machine and are encouraging members to bring in their own water bottles. Racket sports usage has dropped.

### **8707/23      Community and Environment**

- a. Hodsoll Street Recreation Ground – this item was deferred to the September meeting as requested by Cllr F Cottee.
- b. Dementia Friendly Communities -Admiral Nurse – Cllr R Brammer PROPOSED that a letter is sent to Dartford & Gravesham NHS Trust to encourage them to introduce an admiral nurse service. SECONDED: Cllr I MacLeod and AGREED. A copy of the letter will be sent to ADSS dementia charity.
- c. Meet Your Local Representatives' event – Cllr G Pender PROPOSED that an event is arranged for residents to engage with their local representatives, on Saturday 02 September 2023 at New Ash Green Village Hall. Representatives from the Village Association, Residents Societies, the Community Warden and CSU will be invited together with the County Councillor, District Councillors and Parish Councillors. SECONDED: Cllr J Clucas and AGREED.
- d. Manor Gardens Parking – Cllr M Aspinall PROPOSED that a letter is written to the owner of the Manor Gardens site, encouraging them to remove the parking restrictions for their residents, in order to alleviate the level of parking on North Ash Road, SECONDED: Cllr A Jauch and AGREED,
- e. Kent County Council Community Warden Review – Cllr R Brammer PROPOSED that a list is compiled of all that the Community Warden does for residents. All input should be sent to the Clerk who will, in consultation with the Chairman and Vice-chairman produce a draft response to be circulated with the September Agenda, including a suggestions to supply funding to support a Warden, working with Hartley Parish Council, West Kingsdown Parish Council and the Village Association. The closing date for the consultation is 03 October 2023.
- f. Focus Group – the minutes of the Focus Group meeting of 10 July 2023 were NOTED.
- g. Club & Activities List – Cllr C Gorton PROPOSED that £200 per annum is authorised to purchase an online events calendar plug-in for the Parish Council and Village Association websites, in order to publish information about all clubs, activities and groups within the parish. SECONDED: Cllr G Pender and AGREED.
- h. Recognition of former Chairman – this item was moved to the closed session of this meeting.
- i. Health – the report from Cllr J Clucas was RECEIVED and NOTED. Cllr J Clucas reported that the dementia event held in the village was very successful and the dementia charity ADSS had information available on people at risk of going missing due to dementia. The work of this charity will be included in the next edition of the Bulletin.

### **8708/23      Council Contractor**

- a. Cllr J Clucas PROPOSED that a Working Group is set up with Cllrs S Fishenden, R Brammer, G Pender and invitations to Hartley and Meopham Parish Councils to form a joint approach to contracting an Estate Manager. SECONDED: Cllr A Jauch and AGREED.

### **8709/23      Youth Provision**

- a. Millwall Community Trust – Cllr G Pender PROPOSED that a twelve week free-to-access community football sessions at a cost of £2,160.00 is approved. SECONDED: Cllr M Aspinall with the addition of monitoring the sessions and AGREED

### **8710/23      Items for Information only**

Cllr C Gorton advised that the KALC Introduction to Planning training has been cancelled.

Cllr J Clucas reminded members that Dartcharge accounts need to be updated on 29 July 2023.

Cllr V Ngwenya advised that 2 out of 13 recycling centres in Kent would close to save £1 million.

Cllr R Brammer advised that she had tried to contact the Village Association through their website and had not received a response.

#### **8711/23 Progress Tracker**

- a. The Progress Tracker was NOTED. Cllr J Clucas requested that the provision of lanyards for councillors is added to the tracker.

#### **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.**

#### **8712/23 Local Government Pension Scheme**

- a. Cllr S Fishenden PROPOSED that the completion of an actuary report for the Clerk and Deputy Clerk in the amount of £2,000 is AUTHORISED. SECONDED: Cllr P Kirtley and AGREED.

#### **8713/23 Deferred Item Recognition of former Chairman.**

Cllr S Fishenden PROPOSED that the provision of a memorial bench is delegated to the Clerk to consult with the Chairman and Village Association to identify a suitable location. A national honour will be investigated.

The meeting closed at 9.19pm

Signed: .....  
Chairman

Date: .....