

ASH-CUM-RIDLEY PARISH COUNCIL

Minutes of the meeting held on Thursday 16 May 2019 at Ash Village Hall, The Street, Ash TN15 7HB commencing at 7.45pm

Present:

Cllr M Brown
Cllr Mrs Brammer
Cllr Mrs Clark
Cllr Mrs Clucas
Cllr Mrs Connell
Cllr F Cottee
Cllr J Kelly
Cllr N Lejot
Cllr M Manley (arrived 8.25pm)
Cllr V Ngwenya
Cllr P Nightingale

In attendance:

Alison de Jager – Parish Clerk
Cllr D Brazier – Kent County Council
Cllr G Pender – Sevenoaks District Council

- 7620/19 Election of Chairman Cllr Mrs Brammer PROPOSED that Cllr M Brown be elected Chairman of the Parish Council for the year 2019/20. SECONDED: Cllr Mrs Connell and UNANIMOUSLY AGREED. His acceptance of office was duly signed.
- 7621/19 Apologies Apologies were received from Cllrs Mrs Hobbs, I Mann and J Scott (prior engagement), Cllr M Manley (late arrival) and Cllr S Glover (late or non-arrival due to work). The apologies and reasons for absence were accepted
- 7622/19 Declarations of Acceptance of Office The Declarations of Acceptance of Office were RECEIVED from Councillors present and it was AGREED that absent members be permitted to complete their declarations before the next meeting of the Council.
- 7623/19 Election of Vice Chairman It was PROPOSED BY Cllr Mrs Clucas SECONDED: by Cllr P Nightingale and UNANIMOUSLY AGREED that Cllr Mrs Brammer be elected Vice Chairman of the Parish Council for the year 2019/20. Her acceptance of office was duly signed.
- 7624/19 Declarations Of Interest a. Declarations of Interest – None
b. No changes to the Register of Interests. Members were reminded that any alteration or new interests must be registered with the Monitoring Officer within 28 days.
- 7625/19 Dispensations No requests received
- 7626/19 Minutes It was RESOLVED that the minutes of the meeting held on Thursday 18 April 2019 be approved and signed as a true record. PROPOSED: Cllr J Kelly SECONDED: Cllr Mrs Brammer and UNANIMOUSLY AGREED.
- 7627/19 Cllr Mrs Connell PROPOSED that Ms M Howie is co-opted for the Hodsoll

Casual
Vacancy

Street and Ridley Ward. SECONDED: Cllr Mrs Clucas. FOR: 9 AGAINST:
0 ABSTENTIONS: 1.

7628/19
Appointment
of Committees
Working
Groups and
Representativ
es

- a. The Committees for the year 2019/20, their terms of reference and delegated powers were agreed with the amendments to delegated powers for the Burial Ground and Sports Centre Committees.
PROPOSED: Cllr Mrs Connell and SECONDED: Cllr V Ngwenya
- b. The appointment of membership to committees was AGREED as follows:

Burial Ground Committee: Chairman and Vice Chairman, ex officio, Mrs Clucas, Mrs Connell, Mrs Howie, M Manley, J Scott, Rev H Reeves and Mr B Parlett (Ash Church).

Finance Committee: Chairman and Vice Chairman, ex officio, Sports Centre Management Committee Chairman, Cllrs J Kelly, V Ngwenya, P Nightingale.

Personnel Committee: Chairman and Vice-Chairman, Chairman of the Finance and Sports Centre Management Committees.

Planning Committee: Chairman and Vice Chairman, ex officio, Cllrs Mrs Clucas, Mrs Connell, F Cottee, S Glover, Miss Howie, J Kelly, N Lejot, M Manley, J Scott.

Sports Centre Management Committee: Chairman and Vice Chairman, ex officio, Cllrs Mrs Clark, S Glover, J Kelly, M Manley, I Mann, V Ngwenya and the Sports Centre Manager.

Youth Committee: Chairman and Vice Chairman, ex officio, Cllrs M Manley, Mrs Hobbs and J Kelly.

Complaints Committee: Chairman, Vice Chairman, Cllrs Mrs Clark, F Cottee, J Scott.

Northfield Management Committee: Chairman, Cllr Mrs Brammer and Cllr S Glover.

Neighbourhood Development Plan Working Party: Cllrs M Brown, F Cottee, J Kelly, N Lejot (external members; Mr C Clark, Mr A Pett, SDC Planning Policy Team).

Barnfield Park Liaison Group: Cllrs M Brown, N Lejot, J Scott

New Ash Green Focus Group: Cllrs Mrs Brammer, M Brown.

- c. The appointment of representatives to outside bodies was AGREED as follows:

Kent Association of Local Councils	Cllrs Mrs Brammer M Manley
New Ash Green Hall Committee	Cllr J Kelly
Health Liaison	Cllrs Mrs Clucas, P Nightingale
VA Greenlands Committee	Cllr S Glover
Bulletin and Websites	Cllr I Mann
Thursday Lunch Provision	Cllr Mrs Clucas
Tree Warden	Cllr M Manley

	Pond Warden	Cllr F Cottee
7628/19 Appointment of Committees Working Groups and Representatives	Footpaths	Cllrs Mrs Connell, I Mann
	Transport	Cllr Mrs Connell, M Manley
	Highways	Cllr J Kelly, M Manley
	Brands Hatch	Mr D Brammer
	New Ash Green Village Trust	Cllr Mrs Hobbs
	Lances Almshouse Charity	Cllrs Mrs Brammer Mrs Connell, P Nightingale
	Ash Village Hall Committee	Cllr Mrs Brammer
	Hodsoll Street Village Hall Committee	Mrs J Cottee
7629/19 Complaints Procedure	a. The Complaints Procedure review was carried out and CONFIRMED with the amendment to the contact email address for the Chairman to his Parish Council email address. PROPOSED: Cllr Mrs Clucas SECONDED: Cllr Mrs Connell and AGREED.	
7630/19 Freedom of Information	a. The review of the information available under the model publication scheme was carried out without amendment. PROPOSED Cllr J Kelly SECONDED: Cllr P Nightingale and AGREED.	
7631/19 Calendar of Meetings	a. The dates and place of Parish Council and Planning Committee meetings for the 2019/20 municipal year were APPROVED. (Cllr M Manley arrived)	
7632/19 Annual Parish Meeting	a. The notes of the Annual Parish meeting held on Wednesday 10 April 2019 were NOTED.	
7633/19 Planning	a. Applications SE/19/01059: Orchard Cottage, New Street Road, Hodsoll Street, TN15 7JY – Internal alterations and rear two storey addition and basement. Cllr F Cottee PROPOSED that the Parish Council has no objection in principal to the extension, but we are bound to object of the following grounds: <ul style="list-style-type: none"> • The proposal exceeds the 50% rule and is closer to an increase of 60%. • The isometric views show the annexe to be higher than the house and not clearly subservient. This dominant bulk would not be acceptable in the Green Belt. SECONDED: Cllr M Manley and AGREED	
	b. Decisions	

The decisions, as set out in Appendix A to Agenda A/05/19 were RECEIVED and NOTED.

- c. Appeals – None at time of Agenda. NOTED.
- d. Enforcements - None at time of Agenda. NOTED.
- e. It was NOTED that the Planning Committee meeting scheduled for 02 May 2019 did not take place as there were no applications for consideration.

7634/19
Finance

- a. The current financial position and accompanying reports were NOTED. Cllr V Ngwenya took members through the current income and expenditure.
- b. The cheques signed since the last meeting were authorised. PROPOSED: Cllr P Nightingale SECONDED: Cllr J Kelly and AGREED.
- c. It was NOTED that the minutes of the meeting of the Finance Committee held on 14 May 2019 will be distributed with the June 2019 Agenda.
- d. It was NOTED that the Internal Audit for the Parish Council and Sports Centre has been completed and the Annual Internal Audit Report from the Annual Governance Statement has been signed by the internal auditor.
- e. The Statement on Internal Control for the year ended 31 March 2019 was considered and AGREED. PROPOSED: Cllr F Cottey SECONDED: Cllr P Nightingale and AGREED.
- f. Section 1 - Annual Governance Statement 2018/19 of the Annual Governance and Accountability Return for the Parish Council and Sports Centre was completed. Cllr Mrs Clark PROPOSED that the Chairman and Responsible Finance Officer sign accordingly. SECONDED: Cllr J Kelly and UNANIMOUSLY AGREED.
- g. Cllr Mrs Brammer PROPOSED that the accounts for the year ended 31 March 2019 for the Parish Council (including the Sports Centre) are APPROVED and that Section 2 of the Annual Governance and Accountability Return was signed by the Chairman. SECONDED: Cllr J Kelly and UNANIMOUSLY AGREED.
- h. It was CONFIRMED that the dates selected for the period of exercised of public rights are Monday 17 June to Friday 26 July inclusive.
- i. In accordance with the **Local Government Act 1972 Section 15(5)**, the Chairman's allowance was fixed at £250.00 PROPOSED: Cllr V Ngwenya SECONDED: Cllr P Nightingale and UNANIMOUSLY AGREED.
- j. Cllr P Nightingale PROPOSED that the assets of the Parish Council and Sports Centre are CONFIRMED. SECONDED: Cllr J Kelly and AGREED.
- k. It was NOTED that this is the third year of a three year agreement and the insurance for the Parish Council and Ash Green Sports Centre for 2019/20 has been paid in the amount of £788.98.
- l. Cllr M Brown PROPOSED that the annual subscription to the Kent County Playing Fields Association is renewed in the amount of £20. SECONDED: Cllr Mrs Brammer and AGREED.
- m. It was NOTED that the New Ash Green Village Association has agreed to contribute £500 towards the Family Fun Days booked for 06 and 20 August 2019 on the Minnis at a cost of £2,000.

7635/19
Sports Centre

- a. The minutes of the meeting of the Sports Centre Management Committee held on 07 May 2019 were NOTED

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| 7636/19
Barnfield
Park | a. It was NOTED that the next meeting of the Liaison Group will be held on 01 July 2019. |
| 7637/19
Northfield | a. The minutes of the meeting of the Northfield Management Committee held on 29 April 2019 were NOTED. |
| 7638/19
Burial Ground | a. It was NOTED that the minutes of the Burial Ground Committee meeting held on 15 May 2019 will be distributed with the June 2019 Agenda. |
| 7639/19
Youth | <p>a. West Kent Communities – It was NOTED that a refurbished pool table has been delivered to the Youth Centre and that a new table tennis table will be purchased.</p> <p>b. 8 – 12's - no report</p> |
| 7640/19
Highways | a. Sign to Ash Church – Cllr D Brazier has agreed to request signage for Ash Church at the intersection of The Street and Church Road. He will fund this from his Councillor's Allowance if Kent Highways are unable to fund it. |

The meeting was suspended at 8.40pm to receive reports from the County and District Councillors.

The report from the County and District Councillors is attached to these minutes.

The meeting reconvened at 8.51pm

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| 7641/19
Footpaths | a. No report. |
| 7642/19
Transport | a. No report. |
| 7643/19
Ash, Hodsoll
Street, Ash &
New Ash
Green | <p>a. Ash – the final film of the season, Mary Queen of Scots will be held on Wednesday and Ash Fete will be held on 15 June 2019.</p> <p>b. Hodsoll Street – the Pop-up Café was held today and was well attended. If any parish councillors are able to attend to answer questions, they are held on the 3rd Thursday from 10am – 12am at Hodsoll Street Village Hall.</p> <p>c. Ridley - no report</p> <p>d. New Ash Green – Village Day will be held on 22 June 2019.</p> |
| 7643/19
Bulletin and
Website | <p>a. Bulletin – The next edition will be published around the 22 July 2019.</p> <p>b. Website – no report</p> <p>c. Outdoor Theatre - It was NOTED that Rude Mechanical Theatre Company's production of 'Ikarus Inc' will be held on Sunday 02 June 2019.</p> |
| 7644/19
Focus Group
and Police | a. It was NOTED that the next meeting of the Focus Group will be held on 15 July 2019. |
| 7645/19
Lunch
Provision | a. The lunch continues to be popular with between 26 – 30 regular members. |

7646/19
KALC

- a. The Parish Council and Representatives were not advised the date of the last meeting. The date of the next meeting will be confirmed.

7647/19
Reports,
Circulars and
Correspond.

The reports, circulars and correspondence as set out in A/05/19 were
NOTED.

The meeting closed at 8.56pm

Signed:
Chairman

Date: