

**ASH-CUM-RIDLEY PARISH COUNCIL**  
**Minutes of the meeting held on Thursday 15 June 2023 at Hodsoll Street & Ridley Village Hall, Hodsoll Street, TN15 7LE commencing at 7.308pm**

Present: Cllr S Fishenden – Chairman  
Cllr M Aspinall  
Cllr R Brammer – Vice Chairman  
Cllr C Clark  
Cllr J Clucas  
Cllr F Cottee  
Cllr C Gorton  
Cllr S Hobbs  
Cllr M Howie  
Cllr A Jauch  
Cllr P Kirtley  
Cllr I MacLeod  
Cllr M Manley  
Cllr V Ngwenya  
Cllr G Pender  
Cllr J Scott

In attendance: Alison de Jager – Parish Clerk  
Karen Law – Deputy Clerk  
Cllr D Brazier – Kent County Council  
Cllr L Manston – Sevenoaks District Council  
Cllr Penny Cole - Sevenoaks District Council  
S Brine – New Ash Green Village Association  
2 Members of the Public

**8684/23 Apologies for Absence**

Apologies were received from Cllr Perry Cole, Sevenoaks District Council

**8685/23 Declarations of Interest**

a. Cllr S Fishenden declared an interest in item 8686/23 as P Kirtley is a friend.

**8686/23 Councillor Co-option**

**The meeting was suspended at 7.35pm to allow for the 13 candidates for Co-option to speak.**

**The meeting reconvened at 8.07pm**

- a. Co-option of candidates to the eight vacancies of the Parish Council. Cllr C Clark PROPOSED that Standing Orders are suspended to allow for a paper ballot for the Co-option process. SECONDED: Cllr J Clucas and AGREED. The following were selected for Co-option:  
F Cottee, Hodsoll Street & Ridley Ward  
M Howie, Hodsoll Street & Ridley Ward  
V Ngwenya, New Ash Green North West Ward  
G Pender, Ash Ward  
P Kirtley, New Ash Green North West Ward

C Gorton, New Ash Green South East Ward  
M Aspinall, New Ash Green North West Ward  
A Jauch, New Ash Green South East Ward.

- b. The Declarations of Acceptance of Office were signed and received and the aforementioned Councillors joined the meeting.
- c. It was NOTED that the Notification of Disclosable Pecuniary Interests and Interests other than pecuniary must be registered with the Monitoring Officer within 28 days

### **8687/23 Minutes**

It was RESOLVED that the minutes of the meeting held on Thursday 18 May 2023 be approved and signed. PROPOSED Cllr M Manley SECONDED: Cllr C Clark and AGREED.

#### **The meeting was suspended at 8.30pm**

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

The reports from the above are attached to these minutes.

#### **The meeting reconvened at 8.43pm**

### **8688/23 Clerk's Report**

- a. The Clerk's Report was NOTED and is attached to these minutes.

### **8689/23 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 G Pender, vacancy
Health Liaison	Cllr J Clucas and Cllr C Gorton
Tree and Pond Warden	Cllr M Manley
Footpaths	Cllr M Aspinall, Cllr C Clark, Cllr I MacLeod
Transport	Cllr A Jauch, Cllr M Manley
Highways	Cllr M Manley, Cllr V Ngwenya

Lances Almshouse Charity Committee - this item is deferred to the July meeting to fill one vacancy. Current members Cllr R Brammer and Cllr I MacLeod.

Ash Village Hall Committee - Cllr J Scott.

- b. Committee Membership for 2023-24 Cllr P Kirtley joined the Personnel Committee.
- c. Councillor Tablets – Cllr M Manley PROPOSED that this item is deferred and further information is obtained for tablets and training for Teams. SECONDED: Cllr V Ngwenya and AGREED. Cllrs who require a devise, should email the Clerk.
- d. Equality, Diversity and Inclusion – Cllr I MacLeod PROPOSED that the prefix of Mrs, Miss and Ms are dropped from the title of Councillors. SECONDED: Cllr S Fishenden FOR: 10 AGAINST: 0 ABSTENTIONS: 6, motion carried.

### **8690/23 Finance**

- a. Current Financial Position – The Deputy Clerk/Finance Officer took members through the reports noting that general reserves of £69,540 represent approximately five months running costs and advising the levels of income and expenditure. It was NOTED that the Annual Governance and Accountability

Return (AGAR) has been received and published on the website and noticeboard. Cllr J Clucas thanked the Finance Officer for the information.

- b. Approval of payments – Cllr M Manley PROPOSED that the payments made since the last meeting, up to 08 June 2023 are APPROVED. SECONDED: Cllr R Brammer and AGREED.
- c. Council Reserves – Cllr M Manley PROPOSED that the following recommendations are approved en bloc. SECONDED: Cllr G Pender and AGREED.
  1. To close the Leisure Facilities reserve of £8,644, and to transfer it to the Sports Centre reserves.
  2. To close the Rural Projects capital reserve and Ground Maintenance earmarked reserve and transfer these amounts to General reserves.
  3. To retain the Burial Ground reserve, Elections reserve, Legal Fees earmarked reserve, Neighbourhood Development Plan reserve, Refurbishment Reserve and Youth Provision reserve at their current levels. CIL receipts remain unchanged and the Sports Centre reserve to remain, but with the higher amount as per recommendation 1.
- d. Bank Signatories – Cllr M Howie PROPOSED that the following members are signatories on the Parish Council and Ash Green Sports Centre accounts; M Aspinall, C Clark, J Clucas, S Fishenden, A Jauch and M Manley. SECONDED:

### **8691/23 Planning**

- a. Applications
  - 23/01352: Lazzat, Gravesend Road, Wrotham, TN15 7JS** – Demolition of existing restaurant and outbuildings and removal of car park, erection of 2 dwellings. Cllr M Manley PROPOSED that the Parish Council agrees in principal to this proposal. However, the scale and bulk of these additional dwellings is harmful to the Green Belt, is contrary to Sevenoaks District Council's Planning Policy and the 50% rule. SECONDED: Cllr P Kirtley and AGREED.
  - 23/01403: Holywell Park Farm, Rosemary Lane, Hodsoil Street, TN15 7JX** – Conversion of an existing barn to provide a single dwelling. Associated landscaping and boundary fencing. Cllr J Scott PROPOSED that the Parish Council does not object to the change of use of the building, provided that it genuinely is a redundant agricultural building and subject to it complying with local planning rules. The curtilage of the barn is clearly occupied by a large amount of agricultural machinery and we question were this will be housed in the future. We also question how the proposed lowering of the ground level can be managed without dismantling the building, in which case it is no longer an existing building. Lastly, we would be reluctant to see further development of this very visible site and therefore request that Permitted Development Rights should be withdrawn if approval is granted. SECONDED: Cllr F Cottee and AGREED.
- b. Planning Applications Working Group - The notes of the Planning Applications Working Group meeting of 01 June 2023 were NOTED.
- c. Planning Applications Working Group Meeting Schedule – Cllr J Clucas PROPOSED that future meetings of the working group are scheduled for the first Wednesday of the month at 7.45pm via Zoom or Teams. SECONDED: Cllr S Fishenden and AGREED.

### **8692/23 Ash Green Sports Centre**

- a. Current Financial Position – the Deputy Clerk took members through the financial reports. The income and expenditure was NOTED. Payments were advised and NOTED.

**At 9.55pm, Cllr C Clark PROPOSED that Standing Order 3 w. (Meetings of the Council shall stand adjourned at 10.00 pm, provided that a motion to extend the Meeting for not more than a further hour may at that time be proposed by the Chairman or by any member and put to the vote without discussion.) SECONDED: Cllr S Fishenden and AGREED**

- b. Sports Centre Management Committee - Cllr M Manley reported that the Centre continues to attract new members, but that retention, which is a problem experienced by all gyms, needs to be addressed. A new evening Zumba class are being trialled.

**8693/23 Northfield**

- a. The minutes of the Northfield Management Committee held on 15 May 2023 were NOTED.

**8694/23 Community and Environment**

- a. This item was deferred to the July meeting due to time constraints.

**8695/23 Items for Information**

- a. This item was deferred to the July meeting due to time constraints.

**8696/23 Correspondence**

- a. It was NOTED that the Clerk has made the relevant reports of concerns raised by a resident of the Parish.

**8697/23 Progress Tracker**

- a. The Progress Tracker was NOTED.

**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.**

**8698/23 Staffing Review**

- a. Staffing Review – to aid new members a summary of the recommendations given by the independent staffing review carried out by LGRC.
- b. Personnel Committee Recommendations – Cllr S Fishenden PROPOSED that the recommendations from the Committee, following the Staff Review are AGREED. SECONDED: Cllr R Brammer and AGREED.

The meeting closed at 10.21

Signed: .....  
Chairman

Date: .....