

NORTHFIELD MANAGEMENT COMMITTEE

Minutes of the Meeting held on Monday 26 April 2021 at 10.00am

Due to the COVID-19 social distancing restrictions, the meeting of the Northfield Management Committee was held virtually via Zoom, in accordance with the Coronavirus Act 2020, clause 78(2).

Present: Cllr M Brown
Cllr Mrs Brammer
Cllr D Graeme
Cllr A Oxtoby
Cllr V Sewell

In Attendance: Mrs A de Jager – Secretary
Mrs H Boden – Treasurer

1. Apologies for Absence

Apologies were received from Cllr S Glover.

2. Declarations of Interest

None

3. Minutes of the Meeting of 26 October 2020

Cllr Mrs Oxtoby PROPOSED that the minutes of the meeting held on 25 January 2021 are approved and will be signed when the committee meets in person. SECONDED: Cllr D Graeme and AGREED.

4. Finance

4.1 The balances were received and NOTED.

4.2 The financial statement for the year ended 31 March 2021 was NOTED.

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

Cheque Number	Payee	Particulars	Net	VAT	Gross
100509		VOIDED CHEQUE	0.00	0.00	0.00
100510	T D Munday	Inv 100 Visual insp Dec	60.00	0.00	60.00
100511	Sevenoaks District Council	Inv 2062797 Empty dog bins Oct – Dec 20	171.60	34.32	205.92
100512	Hartley Parish Council	Reimbursement of data backup service charges paid by HPC in error inv SM23023	180.00	0.00	180.00

100513	New Ash Green Village Association	Rent 20/21	1.00	0.00	1.00
100514	T D Munday	Inv 26 Visual inspection Jan	80.00	0.00	80.00
100515	HF & JH Glover	Purchase & welding of security chain on gate at Church Road entrance inv 07/21	250.00	50.00	300.00
100516	Lushland Limited	Tree inspection & QTRA inv IN0902/02-21	595.00	0.00	595.00
100517	T D Munday	Inv 38 Visual inspection March	80.00	0.00	80.00
100518	Sevenoaks District Council	Emptying dog bins Jan – March inv 2064369	171.60	34.32	205.92
100519	T D Munday	Inv 32 Visual insp Feb	80.00	0.00	80.00

4.4 Review of the Effectiveness of the System of Internal Audit – Cllrs Mrs Oxtoby and V Sewell carried out the review on 22 March 2021 and have recommended that no changes are necessary.

4.5 Audit – It was NOTED that the Northfield Audit will be carried out on 22 May 2021.

5. Land and Site Maintenance

5.1 Quantified Tree Risk Assessment – Quotes for the necessary tree work were considered and Cllr M Brown PROPOSED that the quotation from NPC Tree Surgery in the amount of £550.00 plus VAT is accepted. SECONDED: Cllr Mrs Oxtoby and AGREED.

5.2 Rural Payments Agency – it was NOTED that the applications for the Basic Payments Scheme and the Countryside Mid-tier Stewardship for 2021 have been submitted, but following a mapping inspection amendment will need to be made as follows:

Countryside Stewardship

- The informal play area which is mown is not eligible for the Countryside Stewardship and 0.973ha will be deducted from this claim.
- The area of trees in the south east corner does not meet prescription P133 as this area is not cut for hay and therefore 0.2099ha and this will be deducted from the claim

Basic Payment Scheme

- Bramble and scrub area in the south east corner amounting to 0.135ha and another 5 areas of scrub along the northern boundary with the footpath along the side of Pineleigh and along the northern boundary from the Church Road entrance, amounting to 0.1586ha will be deducted. It was NOTED that much of this scrub is blackthorn that will continually grow out into the field by up to 1m per year.

Cllr Mrs Oxtoby PROPOSED that the relevant claims are amended as above and that the blackthorn hedge alongside Pineleigh is maintained at its current depth. SECONDED: Cllr M Brown and AGREED.

- 5.3 Cllr Mrs Oxtoby PROPOSED that two benches are purchased and to be placed along the hedge in the play area at a cost of £459.40 each plus VAT and below ground anchoring systems in the amount of £42.24 each plus VAT SECONDED: Cllr D Graeme and AGREED.
- 5.4 Village Green – it was felt that Northfield is self-protected in that the New Ash Green Village Association is not allowed to sell the land that it owns. Cllr Mrs Oxtoby PROPOSED that signs are purchased from Hartley Parish Council’s provider to put at the entrances to Northfield saying, ‘Northfield Open Space’ SECONDED: Cllr M Brown and AGREED.
- 5.5 Matters arising from walk around Northfield
- Three Ash trees in the neighbouring property of Hartley House or Byfields were identified in the QTRA as needing urgent attention and a letter will be sent to both properties.
 - There are a few branches in Barnetts Wood that need to be trimmed for the horse riding route.
 - The surface of the ground on both sides of the kissing gate entrances on public footpaths from Hartley to Northfield have been reported to Public Rights of Way.
 - Wildflower Meadow – Cllr Mrs Oxtoby PROPOSED that this area is harrowed to encourage more growth at a cost of approximately £250.00 and that field will be rolled in early March 2022. SECONDED: Cllr M Brown and AGREED.

6. Horse Riding

It was NOTED that the horse riding route opened on 29 March 2021 with 11 members renewing their membership.

7. Health and Safety

- 6.1 No report.
- 6.2 Mesh wire will be placed on the wooden mounting blocks at Church Road.

8. Date of Next Meeting

The next meeting of the Northfield Management Committee will be held on 07 June 2021 commencing at 10.00am. Venue to be confirmed

The meeting closed at 10.37am

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Chairman

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Date