

## **NORTHFIELD MANAGEMENT COMMITTEE**

### **Minutes of the Meeting held on Wednesday 22 May 2026 at 11.00am at Ash Green Sports Centre, Ash Road, New Ash Green, DA3 8JZ**

Present: Cllr I MacLeod  
Cllr L Glander  
Cllr I MacLeod  
Cllr V Sewell

In Attendance: A de Jager – Secretary  
H Boden – Treasurer  
1 Member of the public

#### **1. Apologies for Absence**

Apologies for absence had been received from Cllrs M Manley and A Oxtoby.

#### **2. Declarations of Interest**

There were no declarations of interest.

#### **3. Minutes of the Meeting of 04 March 2026**

Cllr S Fishenden PROPOSED that the minutes of the meeting held on 04 March 2026 are approved and signed. SECONDED: Cllr L Glander and AGREED.

#### **4. Finance Report**

##### **4.1 Financial Report**

- a. Bank balances – the balances in the Community Account and the Business Rate Tracker Account were NOTED.
- b. It was NOTED that the bank reconciliations for the Community and Base Rate Tracker accounts, have not been carried out since the last meeting due to year end.

##### **4.2 Payments**

Cllr S Fishenden PROPOSED that the following payments are authorised.  
SECONDED: Cllr V Sewell and AGREED.

| <b>Chq no</b> | <b>Payee</b>               | <b>Particulars</b>                                                      | <b>Net</b> | <b>VAT</b> | <b>Gross</b> |
|---------------|----------------------------|-------------------------------------------------------------------------|------------|------------|--------------|
| 100688        | Sevenoaks District Council | Dog bin emptying Jan-Mar<br>inv 2101793                                 | 192.40     | 38.48      | 230.88       |
| 100689        | W Johnstone                | Replace field gate inv 1501                                             | 259.92     | 51.98      | 311.90       |
| 100690        | Graham's Gardens           | Visual inspections w/c 6/4-27/4<br>and clearance of brambles inv<br>202 | 146.00     | 0.00       | 146.00       |

|        |                               |                                       |        |       |        |
|--------|-------------------------------|---------------------------------------|--------|-------|--------|
| 100691 | Kent Grassland Services       | Grass cutting inv 4119                | 400.00 | 80.00 | 480.00 |
| 100692 | Ash-cum-Ridley Parish Council | Horse riding route 7 keys cut inv 008 | 52.50  | 10.50 | 63.00  |

- 4.3 Standing Orders – The review of the Standing Orders was carried out without amendment. PROPOSED: Cllr S Fishenden SECONDED: Cllr L Glander and AGREED.
- 4.4 Financial Regulations – The review of the revised Financial Regulations was carried out without further amendment. PROPOSED: Cllr S Fishenden SECONDED: Cllr L Glander and AGREED.
- 4.5 Asset Register - the Asset Register was NOTED.
- 4.6 Internal Audit Report – the internal audit was completed and the AGAR page signed, however no report was provided and this will be addressed at the next meeting.
- 4.7 Annual Governance Statement – The Annual Governance Statement was completed with members answering Yes to the assurances. PROPOSED: Cllr S Fishenden SECONDED: Cllr L Glander and AGREED.
- 4.8 Accounts 2025/26 – the Committee’s account for the financial year 1 April 2025 to 31 March 2026 were received and the dates for the period of exercise of public rights CONFIRMED, commencing on 3 June 2026 to 14 July 2026.

## **5. Land and Site Maintenance**

- 5.1 It was NOTED that the replacement gate at the pedestrian access from Farm Holt to Northfield has been installed.
- 5.2 Cllr S Fishenden PROPOSED that the replacement of the dog bin at the entrance adjacent to Milestone Academy is authorised not exceeding £600 for the purchase and installation without authority from the Chairmen. SECONDED: Cllr L Glander and AGREED.
- 5.3 It was NOTED that Kent Plan Trees were pleased to receive photographs of the 2,500 whips planted in 2023/24. 75% survival rate is expected and a lower rate will require replanting.
- 5.4 New Ash Green Allotment Parking – Cllr S Fisenden PROPOSED that one of the Parish Councils will submit the planning application for the introduction of an entrance to Northfield from Ash Road near Pineleigh. SECONDED: Cllr V Sewell and AGREED.
- 5.5 Matters raised by members – Cllr L Glander noted that the paths and glades have all been cut along with the boundary and horse riding route.

## **6. Horse Riding Route**

- 6.1 It was NOTED that the horse riding route re-opened on 28 March 2026 with 13 members.

## **7. Health & Safety**

- 7.1 Visual Inspections – no items to report.

**8. Date of Next Meeting**

The date of the next meeting was provisionally set for Wednesday 09 September 2026 at Hartley Library at 11.00pm.

The meeting closed at 11.30pm

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Chairman

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Date