

ASH-CUM-RIDLEY PARISH COUNCIL

The Parish Office, Ash Green Sports Centre, Ash Road, New Ash Green, Kent, DA3 8JZ

Telephone: 01474 702760

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17 September 2021

Dear Councillor

You are hereby summoned to attend the next meeting of the Ash-cum-Ridley Parish Council which will be held at **7.45pm on Thursday 23 September 2021 at Ash Village Hall, The Street, Ash, TN15 7HB.**

Yours faithfully

A de Jager

Alison de Jager
Parish Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

- a. Declarations of Interest – Notification of Disclosable Pecuniary Interests and of Interest Other Than Pecuniary declarations of interest which have not already been entered in the Members' register of interests.
- b. Changes to Register of Interest – a reminder that any alterations or new interests must be registered with the Monitoring Officer within 28 days.

3. DISPENSATIONS

To consider any requests received from councillors to grant a dispensation in order to participate in discussion and voting, as appropriate, on matters to be considered at this meeting where a Member has an interest in Appendices A or B of the Council's adopted Code of Conduct.

4. TO APPROVE THE MINUTES

To approve the minutes of the Parish Council meeting held on Thursday 15 July 2021. (Attached).

5. CASUAL VACANCY

To give consideration to filling the Casual Vacancy in the New Ash Green South East ward.

6. PLANNING

(APPENDIX A GOLD)

- | | |
|-----------------|------------------------|
| a. Applications | Attached |
| b. Decisions | Attached |
| c. Appeals | None at time of Agenda |
| d. Enforcements | None at time of Agenda |

- e. To note the minutes of the Planning Committee meetings of 05 August 2021, 19 August 2021 and 02 September 2021.

7. FINANCE

(APPENDIX B PINK)

- a. To note the current financial position and accompanying reports.
- b. To authorise the cheques signed since the last meeting.
- c. To note the minutes of the meeting of the Finance Committee held on 27 July 2021.
- d. To receive and note the response from New Ash Green Village Association regarding the installation of a traffic mirror at the intersection of North Ash Road and Ash Road.
- e. To give consideration to the renewal of the annual subscription to the Kent Playing Fields Association in the amount of £20.00.
- f. Telephone System update.
- g. Welcome Back Fund – to give consideration to any project ideas as per the attached.

8. NEW ASH GREEN VILLAGE ASSOCIATION

- a. To note that a meeting with the Council of Management has been arranged for 27 September 2021.

9. SERVICE OF REMEMBRANCE

- a. To discuss whether the Parish Council organises a Service of Remembrance at Ash War Memorial on Thursday 11 November 2021, to be followed with tea and coffee in the Village Hall.
- b. Should a service be held, to authorise the purchase, under **Section 137 of the Local Government Act 1972** of a wreath from the Royal British Legion to lay at Ash War Memorial (£100 donated 2020).

10. THE QUEEN'S GREEN CANOPY

APPENDIX C PURPLE

- a. To give consideration to planting a tree/s in recognition of the seventieth anniversary of The Queen's Accession, marking the first Platinum Jubilee in the long history of British Monarchs, as per the attached.

11. SPORTS CENTRE

- a. To note that the next meeting of the Sports Centre Management Committee will be held on Wednesday 29 September 2021.

12. BARNFIELD PARK

- a. To note that the next meeting of the Barnfield Park Liaison Group will be held on 27 September 2021.

13. NORTHFIELD

- a. To note that the next meeting of the Northfield Management Committee will be held on 27 September 2021.

14. BURIAL GROUND

- a. To note the minutes of the Burial Ground Committee meeting held on 23 September 2021 will be distributed with the October 2021 Agenda.

**SUSPENSION OF MEETING TO ALLOW FOR THE COUNTY AND DISTRICT
COUNCILLORS' REPORTS**

15. YOUTH**16. HIGHWAYS****17. FOOTPATHS****18. TRANSPORT**

- a. Bus Meeting – to note that the next meeting with KCC, Arriva and Parishes will be held on 12 October 2021.

19. HEALTH

- a. Jubilee Medical Practice.

20. NEW ASH GREEN FOCUS GROUP AND POLICE**APPENDIX D RED**

- a. To note the minutes of the Focus Group held on 19 July 2021.

21. ASH, HODSOLL STREET AND RIDLEY**APPENDIX E GREEN**

- a. Ash –
- b. Hodsoll Street –
 - 1. To note that Sevenoaks District Council has decided that the nomination for The Green Man to be listed as a Community Asset has been successful as per the attached letter.
 - 2. To receive and note the Annual Safety Inspection Report for Hodsoll Street Play Area.
 - 3. To give consideration to a request from residents of Hodsoll Street to update the play area equipment.
- c. Ridley –

22. THE BULLETIN, PARISH WEBSITE

- a. Bulletin -
- b. Website -

23. THURSDAY LUNCH PROVISION

- a. To note that sit-in lunches resumed on 05 August 2021.

24. KENT ASSOCIATION OF LOCAL COUNCILS**25. REPORTS, CIRCULARS AND CORRESPONDENCE. (All publications available from the Clerk)**

- a. Sevenoaks District Council Weekly Planning Lists
- b. Sevenoaks District Council Press releases to date
- c. The Clerk
- d. Clerks and Councils direct.
- e. Countryside Voice Summer 2021 - CPRE

RISK ASSESSMENTS: *Copies of the risk assessment visual check sheets for the Burial Ground and Hodsoll Street Playing field are available from the Parish Office.*

ASH-CUM-RIDLEY PARISH COUNCIL
Minutes of the meeting held on Thursday 29 July 2021 at the Youth & Community Centre, North Square, New Ash Green, DA3 8JY, commencing at 19:45

Present:

Cllr M Brown
Cllr Mrs Brammer
Cllr Mrs Clark
Cllr Mrs Connell
Cllr F Cottee
Cllr S Fishenden
Cllr M Manley
Cllr V Ngwenya
Cllr P Nightingale
Cllr Ms Sapiets

In attendance:

Alison de Jager – Parish Clerk
Cllr D Brazier – Kent County Council
Cllr C Nelson – Sevenoaks District Council
Cllr Perry Cole – Sevenoaks District Council

8160/21 Apologies

Apologies were received from Cllr Mrs Clucas (holiday), Cllr Mrs Hobbs (holiday) and Cllr J Scott (holiday). Cllr S Fishenden PROPOSED that the apologies and reasons for absence are accepted. SECONDED: Cllr P Nightingale and AGREED.
District Councillor A Pett also sent his apologies.

8161/21 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.

8162/21 Dispensations

None received.

8163/21 Minutes

It was RESOLVED that the minutes of the meeting held on Thursday 24 June 2021 be approved. PROPOSED: Cllr Mrs Brammer SECONDED: Cllr Mrs Clark and AGREED.

8164/21 COVID-19

- a. It was NOTED that with effect from 19 July 2021 social distancing regulations have been relaxed and all Parish Council and Committee meetings will resume in person.

8165/21 Planning

- a. Applications
SE/21/01625/LDCEX: Ridley Farm, Bunkers Hill Road, Ash, TN15 7EY – Confirmation that planning permission ref: 19/01405/FUL has been lawfully implemented and is now extant. Cllr F Cottee PROPOSED that the Parish Council has no information that disagrees with the information provided in the application. SECONDED: Cllr Mrs Connell and AGREED.

SE/21/01923: Fordwood Farm, New Street Road, Hodsoll Street, TN15 7JY – Application for the continued use of land for siting of one mobile home, and 1 touring caravan to be used by members of the Gypsy and Traveller community, the siting of an additional two touring caravans and catering van, the retention of dayroom and store, hardstanding and landscaping to include additional hedgerow and tree planting at the boundary and retention of tree planting. Cllr F Cottee PROPOSED that the Parish Council agrees to the continued use of the land, but objects to the siting of two additional caravans, the catering van and dayroom and store as they impact on the openness of the countryside which is contrary to Green Belt policy. SECONDED: Cllr M Brown and AGREED.

SE/21/02174: Greenvew, Hodsoll Street, TN15 7LA – Demolition of existing conservatory, and first floor rear rooms and roof plus front porch. Erection of extension with new roof and Juliet balcony, re-design front porch and alterations to fenestration. Cllr M Manley PROPOSED that the Parish Council does not object to this application as long as it does not conflict with local planning policy. SECONDED: Cllr Mrs Brammer and AGREED.

SE/21/02188: 100 Chapel Wood, New Ash Green, DA3 8RD – Single storey extension to rear of property. Demolition of conservatory. Cllr Mrs Connell PROPOSED that the Parish Council does not object to this application as long as it does not conflict with local planning policy. SECONDED: Cllr M Manley and AGREED.

- b. The decisions, as set out in Appendix A to Agenda A/7/21 were RECEIVED and NOTED.
- c. Appeals
None at time of Agenda.
- d. Enforcements
None at time of Agenda.
- e. Cllr M Brown PROPOSED that the planning decisions delegated to the Parish Clerk under Section 101 of the Local Government Act 1972 were ratified. SECONDED: Cllr Mrs Brammer and AGREED.
- f. It was NOTED that Sevenoaks District Council's five year programme for housing needs schedules this parish for survey in year 2, and will take place in March 2022.

8166/21 Finance

- a. The current financial position and accompanying reports were NOTED. Cllr V Ngwenya reported that two quotes to repair the squash court roofs had been considered by the Finance Committee. A request has been sent to Sevenoaks District Council to confirm that we can use the Community Infrastructure Levy funds towards this repair. Additional funds will be vired from the Ground Maintenance Reserve. The income and expenditure against budget headings are in line with expectations for this period. The telephone system is being reviewed. We are entering the traditional quiet time for the Sports Centre and finances will continued to be closely monitored.
- b. The cheques signed since the last meeting were authorised. PROPOSED: Cllr V Ngwenya SECONDED: Cllr P Nightingale and AGREED.
- c. It was NOTED that the minutes of the Finance Committee meeting held on 27 July 2021 will be distributed with the September 2021 Agenda.

- d. Cllr Mrs Brammer PROPOSED that the Parish Council awards £500.00 to the Community Cupboard under **Section 137 of the Local Government Act 1972**. **SECONDED: Cllr S Fishenden and AGREED.**
- e. Traffic Mirror – the response received from Kent Highways was RECEIVED and NOTED. Cllr Mrs Brammer PROPOSED that as the land where the mirrors would need to be installed belongs to the Village Association that this request is passed on to them. **SECONDED: Cllr V Ngwenya and AGREED.**
- f. Bin – Cllr M Brown PROPOSED that the purchase and installation of a waste bin in Ridley in the amount of £460.00 is not progressed. **SECONDED: Cllr Mrs Brammer and AGREED.**
- g. Bulky Waste Collection – Cllr Mrs Brammer PROPOSED that the provision of a Bulky Waste Collection in the amount of £304.33 is not progressed. **SECONDED: Cllr M Brown and AGREED.**
- h. Youth Provision – the Clerk reported that Kent County Council had advised that they are no longer able to fulfil the agreement to provide a senior youth club. An approach has been made to West Kent Extra for them to provide a quote to carry out this work. They will not be able to start in September and the hire charges of the Youth Centre will continue to be paid to hold the booking for the youth club.

8167/21 New Ash Green Village Association

- a. It was NOTED that as the Chairman of the Village Association has resigned, the meeting with the Village Association has been rescheduled to 10 August 2021.

8168/21 Sports Centre

- a. It was NOTED that a virtual discussion meeting was held on Monday 26 July 2021 via Zoom.

8169/21 Barnfield Park

- a. It was NOTED that the next meeting of the Barnfield Park Liaison Group will be held in August 2021.

8170/21 Northfield

- a. It was NOTED that the next meeting of the Northfield Management Committee will be held in September 2021.

8171/21 Burial Ground

- a. The minutes of the Burial Ground Committee meeting held on 23 June 2021 were NOTED.

The meeting was suspended at 20.17pm to receive reports from the County and District Councillors’.

The reports from the County and District Councillors are attached to these minutes
The meeting reconvened at 20.31pm

8172/21 Youth

- a. Senior Youth Club – discussed under 8166/21 h.
- b. The West Kent Extra’s quarterly report on New Ash Green detached work was RECEIVED and NOTED.

8173/21 Highways

- a. No report.

8174/21 Footpaths

- a. It was NOTED that Public Footpath SD257 will be partially closed from the 4th August until the 18th August. The whole of Public Footpaths SD257, MR234 and MR603 will be closed from the 9th August until the 15th August to allow for the English Open event at London Golf Club.

8175/21 Transport

- a. It was NOTED that the next meeting with KCC, Arriva and Parishes will be held on 12 October 2021.

8176/21 Health

- a. No report

8177/21 New Ash Green Focus Group and Police

- a. It was NOTED that the minutes of the Focus Group meeting held on 19 July 2021 will be distributed with the September 2021 Agenda.

8178/21 Ash, Hodsoll Street & Ridley

- a. Ash – The Almshouses built in 1811 and managed by the Lances Almshouse Charities have had a roof survey carried out. Dry rot has been identified and will require treatment along with the replacement of some boards and in line with current legislation, a wall needs to be built to separate the lofts of the two cottages.
It was NOTED that groundworks have been undertaken on Attwood Field. The continuation of the work to clear the access road to Barnfield Park and fence the site has been suspended due to birds nesting and will be completed in September/October by Kent County Council.
- b. Hodsoll Street – It was NOTED that the Parish Council has submitted an application for the Green Man Pub to be listed as a community asset. The working group continue to meet with other groups that have bought their pubs. A second lightening strike which knocked out broadband to a significant number of houses.
Fly tipping has increased with 'tip and run' becoming more prevalent. Vehicles tip rubbish as they are driving down the road.
- c. Ridley – no report.

8179/21 Bulletin and Website

- a. Bulletin – It was NOTED that the Bulletin has been delivered.
- b. Website – No report.

8180/21 Thursday Lunch Provision

- a. The lunch provision will return to the Youth Centre on Thursday 05 August 2021 and there will no longer be a provision for take away meals.

8181/21 KALC

- a. No report.

8182/21 Reports, Circulars and Correspondence

The reports, circulars and correspondence as set out in A/07/21 were NOTED.

The meeting closed at 20.56

Signed:
Chairman

Date:

COUNTY AND DISTRICT COUNCILLORS' REPORTS

County Councillor

Cllr D Brazier advised that an online meeting with MOTO, who have purchased the area between the M26 and A20, behind the Moat Hotel and are seeking planning permission to provide a 200 space lorry park. There is a proven need for such a facility and they have sought advice from Tonbridge and Malling Borough Council as it is the Green Belt, on the edge of an area of outstanding natural beauty, so will need to demonstrate very special circumstances. Access would be from Wrotham Hill and an additional roundabout would be constructed as this road is already congested twice a day. Amenity facilities and buildings will be included and they propose to charge lorry drivers £30-£32 a night to park and use showers.

The sale of second hand cars at the junction of Ash Road and Butlers Place has been reported to Cllr Brazier and he has reported this to Trading Standards.

District Councillors

Cllr Mrs Nelson reported that Sevenoaks District Council has responded to the Boundary Commission proposal to move Ash and Hodsoll Street to Tonbridge and Malling.

Cllr Perry Cole reported that all three councillors for Hartley and Hodsoll Street have given their support to the application submitted by Ash-cum-Ridley Parish Council's nomination to list the Green Man as a community asset.

The landlord of the Green Man has met with the owners who have indicated that they will rebuild the pub and they are aware of the Community Asset nomination.

Hartley Parish Council have signed off their CCTV Policy. Wildlife cameras will be used to monitor anti-social behaviour and flytipping.

PLANNING

a. APPLICATIONS:**APPLICATIONS FOR INFORMATION ONLY**

SE/21/02506/LDCPR: Launch Diagnostics Ltd, Unit 11 West Yoke Depot, Michaels Lane, TN15 7EP – Erection of a single storey extension to existing building.

SE/21/02759/WTPO: 2 Redhill Wood, New Ash Green, DA3 8QH – Works to various trees.

SE/21/02632/WTPO: 12 Bowes Wood, New Ash Green, DA3 8QJ – Ash tree to be removed. Woodland to rear boundary – cut back to boundary line.

SE/21/02931/PAC: Oast House Nursery, Ash Road, Ash, TN15 7HJ – Prior notification for a change of use from agricultural use to dwelling house and associated operational development. This application is made under Class Q of the Town and Country Planning (General Permitted Development)(England) Order 2015.

b. DECISIONS:

SE/21/01026: Haven Manor, Haven Hill, Hodsoil Street, TN15 7LL – Erection of a part single storey part double rear and side extension linking the main dwelling to The Cottage. **GRANTED.**

SE/21/01262: Leaders, Hodsoil Street, TN15 7LY – Proposed tree house. **GRANTED**

SE/21/01277: Land East of 147 Ayelands, New Ash Green, DA3 8JU – Conversion of landscaping into car parking spaces **GRANTED**

SE/21/01368: 3 Park View, Hodsoil Street, TN15 7LN – Conversion of roof void to form living accommodation, removal of existing chimney. Front and rear dormer windows. **GRANTED**

SE/21/01479/PAC: Woodside, Rectory Road, TN15 7EX – Prior notification for a change of use from agricultural use to Dwelling house (Class C3) and associated operational development. This application is made under Class Q of the Town and Country Planning (General Permitted Development)(England) Order 2015. **PRIOR APPROVAL NOT REQUIRED**

SE/21/01809: 6 Butlers Place, West Yoke, Ash, RN15 7HS – Proposed construction of new rear/side part **single** storey part two storey extension. **GRANTED**

SE/21/01796/LDCPR: Pettings Court, Hodsoil Street, TN15 7LH – Erection of an outbuilding. **GRANTED**

SE/21/0200/WTPO: 2 Redhill Wood, New Ash Green, DA3 8QH – T.1 Ash stem-dismantle to near ground level. T.1 Hornbeam – fell to near ground level. **GRANTED**

SE/21/01802: 2 Home Farm Cottage, Hodsoil Street, TN15 7LD – Retrospective planning application for the continued use of a former residential outbuilding for dog grooming purposes (sui generis) **GRANTED**

SE/21/01842/LDCPR: 1 New Street Farm Cottages, New Street Road, Hodsoil Street, TN15 7JY – Erection of a garage, pool house and pool enclosure. **GRANTED**

SE/21/01908: 63 Redhill Wood, New Ash Green, DA3 8QP – Single storey rear extension. **GRANTED**

SE/21/02174: Greenview, Hodsoil Street, TN15 7LA – Demolition of existing conservatory, and first floor rear rooms and roof plus front porch. Erection of extension with new roof and Juliet balcony, re-design front porch and alterations to fenestration. **GRANTED**

SE/21/02188: 100 Chapel Wood, New Ash Green, DA3 8RD – Single storey extension to rear of property. Demolition of conservatory. **GRANTED**

SE/21/02378: 33 Capelands, New Ash Green, DA3 8LG – Ground and first floor extension. **GRANTED**

SE/21/01437: 98 Millfield, New Ash Green, DA3 8HN – Proposed construction of new two storey rear extension. **REFUSED**

REASON FOR REFUSAL

The proposed extension by reason of its size, siting and proximity to the neighbouring house, would result in a loss of light which would be harmful to the amenities presently enjoyed by the occupiers of 97 Millfield. As a result, the proposal would fail to comply with policy EN2 of the Sevenoaks Allocations and Development Management Plan.

c. APPEALS:

None.

d. ENFORCEMENTS:

None.

**ASH-CUM-RIDLEY PARISH COUNCIL
PLANNING COMMITTEE**

Minutes of the meeting of the Planning Committee held on
05 August 2021 at Ash Green Sports Centre commencing at 9.30am

Present: Cllr Mrs Brammer
Cllr Mrs Clucas
Cllr Mrs Connell
Cllr F Cottee
Cllr Ms Sapiets

In attendance: Mrs Alison de Jager, Parish Clerk

1. Election of Chairman

Cllr Mrs Connell PROPOSED that Cllr M Brown is elected Chairman for the 2021/22 municipal year. SECONDED: Cllr Mrs Brammer and AGREED.

2. Apologies for absence

Apologies for absence were received from Cllrs M Brown, M Manley and J Scott.

3. Declarations of Interest

Cllr Mrs Brammer declared a personal interest in application SE/21/02378 as the applicant is known to her.

4. Minutes of the previous meeting

The minutes of the meeting held on 01 April 2021 were AGREED and will be signed as a true record.

5. Applications

SE/21/02378: 33 Capelands, New Ash Green, DA3 8LG – Ground and first floor rear extension. Cllr Mrs Clucas PROPOSED that the Parish Council does not object to this application as long as it does not conflict with local planning policy. SECONDED: Cllr Mrs Connell and AGREED.

SE/21/02437: 98 Millfield, New Ash Green, DA3 8HN – Ground and first floor rear extension. Cllr Mrs Connell PROPOSED that the Parish Council objects to this application due to the loss of amenity to 97 Millfield. SECONDED: Cllr F Cottee and AGREED.

6. Other Matters for discussion

Green Man – a meeting was held with Kent Fire and Rescue Services and residents to discuss the evening of the fire. The Landlord has had a meeting with the owners. An application to list the pub as a Community Asset has been submitted to Sevenoaks District Council.

Attwood Field – it was NOTED that a portable toilet has been installed near the Ash Road entrance to the field and that some earth work is taking place.

The meeting closed at 10.14 am.

Signed: Date:

**ASH-CUM-RIDLEY PARISH COUNCIL
PLANNING COMMITTEE**

Minutes of the meeting of the Planning Committee held on
19 August 2021 at Ash Green Sports Centre commencing at 9.30am

Present: Cllr M Brown
Cllr Mrs Brammer
Cllr Mrs Connell
Cllr F Cottee
Cllr Mrs Howie
Cllr M Manley
Cllr Ms Sapiets

In attendance: Mrs Alison de Jager, Parish Clerk

1. Apologies for absence

Apologies for absence were received from Cllrs Mrs Clucas and J Scott.

2. Declarations of Interest

None.

3. Minutes of the previous meeting

The minutes of the meeting held on 05 August 2021 were AGREED and signed as a true record.

4. Applications

SE/21/02347: Netherfield, The Street, Ash, TN15 7HB – Erection of 2no 4-bed family dwellings with associated landscaping following the demolition of the existing bungalow, garage and sheds. Cllr M Manley PROPOSED that the Parish Council objects to this application as this unnecessary development would result in over-intensification of this site in the Greenbelt. No very special circumstances have been given. The proposal would be contrary to the street scene. SECONDED: Cllr Mrs Brammer and AGREED.

SE/21/02059: 2 Bonny Acre Cottages, Wrotham Road, DA13 0RF – Construction of single storey extension after demolition of existing conservatory. The Parish Council objects to this application on the basis of harm to the openness of the Green Belt. Reference to the Land Registry map for the property, dated 1964 shows that it has been significantly extended to the South and East, with additional single-storey extension on the East elevation. The extensions total more than the 50% permitted under policy SPD H14B. This harm to the openness of the Green Belt is exacerbated by the fact that the original garage to the south of the property has been more than doubled in size and was recently hived off as a separate property. The Parish Council requests that the application not be granted, in order to prevent further erosion of the Green Belt in this important buffer zone between conurbations. SECONDED: Cllr M Brown and AGREED.

5. Other Matters for discussion

Attwood Field – it was NOTED that Attwood Field is in new ownership.

It was reported that fly-tipping in the lanes has increased since the preventative measures have been installed at the entrance to Barnfield Park.

A vehicle was impounded and an arrest made in respect of fly-tipping in Ridley.

The meeting closed at 9.50 am.

Signed: Date:

**ASH-CUM-RIDLEY PARISH COUNCIL
PLANNING COMMITTEE**

Minutes of the meeting of the Planning Committee held on
02 September 2021 at Ash Green Sports Centre commencing at 10.00am

Present: Cllr Mrs Brammer
Cllr Mrs Clucas
Cllr Mrs Connell
Cllr F Cottee
Cllr M Manley

In attendance: Miss Karen Law, Assistant Clerk

1. Apologies for absence

Apologies for absence were received from Cllr M Brown.

2. Declarations of Interest

None

3. Previous meeting

The minutes of the meeting held on 19 August 2021 were AGREED and signed as a true record.

4. Applications

SE/21/02658: 62 Spring Cross, New Ash Green, DA3 8QQ – Demolition of conservatory. Erection of a single storey rear extension.

Cllr Mrs Connell PROPOSED that the Parish Council has no objection to this application as long as it does not conflict with local planning policy. SECONDED: Cllr Mrs Clucas and AGREED.

SE/21/02510: Brambleside, Oak Farm Lane, Fairseat, TN15 7JU – Replacement of a detached garage.

Cllr F Cottee PROPOSED that the Parish Council has no objection to this application as long as it does not conflict with local planning policy. SECONDED: Cllr M Manley and AGREED.

5. Other Matters for Discussion

The meeting closed at 10.15 am.

Signed: Date:

FINANCE

Ash Cum Ridley Parish Council
Balance Sheet as at 16th September 2021

Current Assets

Parish Council VAT Control	528.99	528.99
Parish Council Current Bank A/c	1,379.41	
Sports Centre Current Bank A/c	2,052.00	
		3,431.41
Parish Council Business A/c	120,000.00	
Sports Centre Business A/c	20,000.00	
		140,000.00
Lloyds Bank Fixed Term Deposit 3 Month fixed deposit to 12/11/21 @ 0.01%	30,000.00	
		30,000.00
Sports Centre Till Float	125.00	
Parish Council Petty Cash	75.00	
Lunch Club Float	120.00	
Sports Centre Petty Cash	75.00	
		395.00
		174,355.40

Current Liabilities

Sports Centre VAT Control	(1,270.07)	(1,270.07)
		173,085.33

Represented by

Parish Council Capital Reserves

Burial ground reserve	11,690.88	
Rural projects inc well	5,130.00	
Leisure facilities	8,644.00	
		25,464.88

Parish Council Gen/Earmarked Reserves

Elections	4,956.79	
Legal Fees	6,271.30	
Refurbishment reserve	7,789.98	
Neighbourhood Development Plan	4,474.81	
Ground Maintenance	12,964.13	
CIL Receipts	8,071.00	
Sports Centre	22,500.00	
Youth Provision	24,234.81	
Community lunch	1,994.22	
General Reserves	32,852.49	
VAT	528.99	
		126,638.52

Sports Centre General Reserves

	14,866.93	14,866.93
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Sports Centre Earmarked Reserves

Building Maintenance	6,115.00	6,115.00
		173,085.33

31st March 2021

31st March 2022

Current Assets		
863	Vat Control	529
2,404	Current Bank A/c	1,379
79,000	Business Call A/c	120,000
55,000	Fixed Term Deposit	30,000
75	Petty Cash	75
120	Lunch Club Float	120
137,463		152,103
137,463	Total Assets	152,103
Represented By		
112,998	General/Earmarked Reserves	126,638
24,465	Capital Reserves	25,465
137,463		152,103

PARISH COUNCIL CASH ANALYSIS TO 31/3/22
CASH SUMMARY AS AT 16/09/2021

	16/09/2021	31/03/2021	31/03/2020	31/03/2019
Capital Reserves				
Burial ground reserve	11,690.88	11,690.88	66,957.00	66,241.00
Rural projects inc well	5,130.00	4,130.00	3,130.00	3,000.00
Leisure facilities	8,644.00	8,644.00	14,605.00	14,605.00
	25,464.88	24,464.88	84,692.00	83,846.00
General/Earmarked Reserves				
Elections	4,956.79	4,456.79	3,956.79	4,500.00
Legal Fees	6,271.30	5,771.30	5,371.30	5,000.00
Refurbishment reserve	7,789.98	3,297.98	3,117.98	2,117.98
Neighbourhood Development Plan	4,474.81	4,474.81	4,474.81	4,474.81
Ground Maintenance	12,964.13	12,964.13	14,001.00	9,076.00
CIL Receipts	8,071.00	8,071.00	6,165.78	6,165.78
Sports Centre	22,500.00	7,500.00	3,200.00	6,520.00
Youth Provision	24,234.81	19,484.81	13,332.81	9,480.42
Community lunch	2,729.16	2,144.67	1,720.59	1,113.21
General Reserves	32,117.55	43,968.73	36,930.66	29,735.18
VAT	528.99	863.49	819.17	302.03
	126,638.52	112,997.71	93,090.89	78,485.41
16/09/2021	152,103.40	137,462.59	177,782.89	162,331.41

Ash-Cum-Ridley Parish Council

Income and Expenditure Account for Year Ended 31st March 2022

31st March 2021		31st March 2022
	Operating Income	
123,429	Income	59,169
534	Bank Interest	12
3,640	Burial Ground	2,425
6,506	Community Lunch Club	2,418
3,196	Recycling Sacks	1,247
137,305	Total Income	65,271
	Running Costs	
63,526	Administration	31,393
1,840	Grants & Donations	550
5,349	Office Costs	2,368
5,802	General Costs	4,016
820	Refurbishment & Maintenance	538
71,732	Burial Ground	2,984
3,942	Maintenance	2,711
0	Rural Projects	30
10	Northfield	0
14,522	Sports Centre Fund	0
6,382	Community Lunch Club	2,912
600	Youth Provision	2,000
3,100	Recycling Sacks	1,130
177,626	Total Expenditure	50,631
	General Fund Analysis	
93,091	Opening Balance	112,998
137,305	Plus : Income for Year	65,271
230,396		178,269
177,626	Less : Expenditure for Year	50,631
52,770		127,638
(60,228)	Transfers TO / FROM Reserves	1,000
112,998	Closing Balance	126,638

Detailed Income & Expenditure by Budget Heading 16/09/2021

Parish Council Meeting 23rd September 2021

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1076 Precept	59,169	118,338	59,169			50.0%	
Income :- Income	<u>59,169</u>	<u>118,338</u>	<u>59,169</u>			<u>50.0%</u>	<u>0</u>
Net Income	<u>59,169</u>	<u>118,338</u>	<u>59,169</u>				
101 Administration							
4100 Clerk's Salary	22,533	46,466	23,933		23,933	48.5%	
4101 Travel Costs	0	250	250		250	0.0%	
4102 Training	0	720	720		720	0.0%	
4103 Assistant Clerk's Salary	8,233	17,239	9,006		9,006	47.8%	
4104 Pension Costs	627	1,557	930		930	40.3%	
4105 Data Protection	0	50	50		50	0.0%	
Administration :- Indirect Expenditure	<u>31,393</u>	<u>66,282</u>	<u>34,889</u>	<u>0</u>	<u>34,889</u>	<u>47.4%</u>	<u>0</u>
Net Expenditure	<u>(31,393)</u>	<u>(66,282)</u>	<u>(34,889)</u>				
102 Grants & Donations							
4120 Sec 137 Payments	550	2,000	1,450		1,450	27.5%	
4121 Other Donations	0	2,000	2,000		2,000	0.0%	
Grants & Donations :- Indirect Expenditure	<u>550</u>	<u>4,000</u>	<u>3,450</u>	<u>0</u>	<u>3,450</u>	<u>13.8%</u>	<u>0</u>
Net Expenditure	<u>(550)</u>	<u>(4,000)</u>	<u>(3,450)</u>				
103 Office Costs							
4130 Telephone & E Mail	1,931	1,140	(791)		(791)	169.4%	
4131 Office Costs	314	1,500	1,186		1,186	20.9%	
4132 Photocopying	123	1,200	1,078		1,078	10.2%	
4133 Office Equipment	0	300	300		300	0.0%	
Office Costs :- Indirect Expenditure	<u>2,368</u>	<u>4,140</u>	<u>1,772</u>	<u>0</u>	<u>1,772</u>	<u>57.2%</u>	<u>0</u>
Net Expenditure	<u>(2,368)</u>	<u>(4,140)</u>	<u>(1,772)</u>				
104 General Costs							
4140 Audit Fee	180	670	490		490	26.9%	
4141 Room Hire	0	360	360		360	0.0%	
4142 Insurance	777	765	(12)		(12)	101.6%	
4143 Subscriptions	1,791	2,320	529		529	77.2%	
4144 Health & Safety	0	250	250		250	0.0%	
4145 Bank Charges	5	25	20		20	20.0%	
4146 Bulletin	448	2,000	1,553		1,553	22.4%	

Detailed Income & Expenditure by Budget Heading 16/09/2021

Parish Council Meeting 23rd September 2021

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4148 Public relations	0	100	100		100	0.0%	
4149 Software Licence	816	875	59		59	93.2%	
4150 Chairman's Allowance	0	300	300		300	0.0%	
4151 Elections and Legal	0	1,000	1,000		1,000	0.0%	
General Costs :- Indirect Expenditure	<u>4,016</u>	<u>8,665</u>	<u>4,649</u>	<u>0</u>	<u>4,649</u>	<u>46.3%</u>	<u>0</u>
Net Expenditure	<u>(4,016)</u>	<u>(8,665)</u>	<u>(4,649)</u>				
<u>105 Refurbishment & Maintenance</u>							
4190 Refurbishment & Maintenance	538	5,000	4,462		4,462	10.8%	
Refurbishment & Maintenance :- Indirect Expenditure	<u>538</u>	<u>5,000</u>	<u>4,462</u>	<u>0</u>	<u>4,462</u>	<u>10.8%</u>	<u>0</u>
Net Expenditure	<u>(538)</u>	<u>(5,000)</u>	<u>(4,462)</u>				
<u>106 Bank Interest</u>							
1090 Bank Interest	12	125	113			10.0%	
Bank Interest :- Income	<u>12</u>	<u>125</u>	<u>113</u>			<u>10.0%</u>	<u>0</u>
Net Income	<u>12</u>	<u>125</u>	<u>113</u>				
<u>201 Burial Ground</u>							
1200 Burial Ground Income	2,425	3,400	975			71.3%	
Burial Ground :- Income	<u>2,425</u>	<u>3,400</u>	<u>975</u>			<u>71.3%</u>	<u>0</u>
4200 Burial Ground	2,984	6,500	3,516		3,516	45.9%	
Burial Ground :- Indirect Expenditure	<u>2,984</u>	<u>6,500</u>	<u>3,516</u>	<u>0</u>	<u>3,516</u>	<u>45.9%</u>	<u>0</u>
Net Income over Expenditure	<u>(559)</u>	<u>(3,100)</u>	<u>(2,541)</u>				
<u>301 Bus Shelter</u>							
4300 Bus Shelters	0	360	360		360	0.0%	
Bus Shelter :- Indirect Expenditure	<u>0</u>	<u>360</u>	<u>360</u>	<u>0</u>	<u>360</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(360)</u>	<u>(360)</u>				
<u>302 Maintenance</u>							
4320 Ash War Memorial	272	638	366		366	42.6%	
4321 Hodsoll St Recreation Area	1,476	2,275	799		799	64.9%	
4322 Hodsoll St Green	240	532	292		292	45.1%	
4323 Ash Village Hall .	449	1,450	1,001		1,001	31.0%	
4325 Hodsoll St Village Hall	274	576	302		302	47.6%	
Maintenance :- Indirect Expenditure	<u>2,711</u>	<u>5,471</u>	<u>2,760</u>	<u>0</u>	<u>2,760</u>	<u>49.6%</u>	<u>0</u>
Net Expenditure	<u>(2,711)</u>	<u>(5,471)</u>	<u>(2,760)</u>				

Detailed Income & Expenditure by Budget Heading 16/09/2021

Parish Council Meeting 23rd September 2021

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
401 Rural Projects							
4400 Rural Projects	30	1,000	970	1,000	(30)	103.0%	
Rural Projects :- Indirect Expenditure	<u>30</u>	<u>1,000</u>	<u>970</u>	<u>1,000</u>	<u>(30)</u>	<u>103.0%</u>	<u>0</u>
Net Expenditure	<u>(30)</u>	<u>(1,000)</u>	<u>(970)</u>				
501 Northfield							
4500 Northfield Costs	0	10	10		10	0.0%	
Northfield :- Indirect Expenditure	<u>0</u>	<u>10</u>	<u>10</u>	<u>0</u>	<u>10</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(10)</u>	<u>(10)</u>				
502 Sports Centre Fund							
4520 Sports Centre Fund	0	15,000	15,000		15,000	0.0%	
Sports Centre Fund :- Indirect Expenditure	<u>0</u>	<u>15,000</u>	<u>15,000</u>	<u>0</u>	<u>15,000</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(15,000)</u>	<u>(15,000)</u>				
503 Community Lunch Club							
1500 Weekly Takings	2,418	6,746	4,328			35.8%	
Community Lunch Club :- Income	<u>2,418</u>	<u>6,746</u>	<u>4,328</u>			<u>35.8%</u>	<u>0</u>
4530 Cooks Wages	1,653	3,753	2,100		2,100	44.0%	
4531 Expenses	394	480	86		86	82.1%	
4532 Food purchases and sundries	864	3,274	2,410		2,410	26.4%	
4533 Room Hire	0	2,160	2,160		2,160	0.0%	
Community Lunch Club :- Indirect Expenditure	<u>2,912</u>	<u>9,667</u>	<u>6,755</u>	<u>0</u>	<u>6,755</u>	<u>30.1%</u>	<u>0</u>
Net Income over Expenditure	<u>(494)</u>	<u>(2,921)</u>	<u>(2,427)</u>				
505 Youth Provision							
1555 Youth Provision Income	0	2,375	2,375			0.0%	
Youth Provision :- Income	<u>0</u>	<u>2,375</u>	<u>2,375</u>			<u>0.0%</u>	<u>0</u>
4551 Youth Provision	2,000	6,750	4,750		4,750	29.6%	
Youth Provision :- Indirect Expenditure	<u>2,000</u>	<u>6,750</u>	<u>4,750</u>	<u>0</u>	<u>4,750</u>	<u>29.6%</u>	<u>0</u>
Net Income over Expenditure	<u>(2,000)</u>	<u>(4,375)</u>	<u>(2,375)</u>				
506 Recycling Sacks							
1150 Recycling Sacks	1,247	1,650	403			75.6%	
Recycling Sacks :- Income	<u>1,247</u>	<u>1,650</u>	<u>403</u>			<u>75.6%</u>	<u>0</u>

Detailed Income & Expenditure by Budget Heading 16/09/2021

Parish Council Meeting 23rd September 2021

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4561 Recycling Sacks	1,130	1,500	370		370	75.3%	
Recycling Sacks :- Indirect Expenditure	<u>1,130</u>	<u>1,500</u>	<u>370</u>	<u>0</u>	<u>370</u>	<u>75.3%</u>	<u>0</u>
Net Income over Expenditure	<u>117</u>	<u>150</u>	<u>33</u>				
Grand Totals:- Income	65,271	132,634	67,363			49.2%	
Expenditure	50,631	134,345	83,714	1,000	82,714	38.4%	
Net Income over Expenditure	<u>14,641</u>	<u>(1,711)</u>	<u>(16,352)</u>				
Movement to/(from) Gen Reserve	<u>14,641</u>						

Time: 13:59

Current Bank A/c

List of Payments made between 22/07/2021 and 16/09/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
23/07/2021	A J BAGWELL LIMITED	DP10	595.20		REPLACE 2 FANS IN TOILETS
05/08/2021	THE COMMUNITY CUPBOARD	3759	500.00	8166/21(D)	DONATION UNDER SECTION 137
06/08/2021	Petty Cash	PS291	24.24		BALANCE TOP UP
06/08/2021	KENT GRASSLAND SERVICES	DP11	500.00		GROUND MAINTENANCE - JULY
06/08/2021	MISS C PEARSALL	DP11	188.40		DELIVERY OF BULLETIN
06/08/2021	PLAYSAFETY LIMITED	DP11	82.80		ANNUAL INSPECTION
06/08/2021	PRP TELECOM LIMITED	DP11	195.00		CALL OUT TO REPAIR PHONE
06/08/2021	LYRECO UK LIMITED	DP11	189.77		A3/A4 PAPER & ENVELOPES
06/08/2021	PLAYSAFETY LIMITED	DP11	0.60		CORRECTION
06/08/2021	PLAYSAFETY LIMITED	DP11	-1.20		CORRECTION
09/08/2021	BRITISH TELECOM	BT08	180.10		BROADBAND/LINE/CALLS - AUGUST
10/08/2021	WAGES	BACS08	4,003.57		WAGES - AUGUST
10/08/2021	HM REVENUE & CUSTOMS	DP12	1,405.93		TAX & NI - AUGUST
12/08/2021	B & CE HOLDINGS LTD	PP08	321.90		PENSION CONTRIBUTIONS - AUGUST
13/08/2021	T D MUNDAY	DP12	762.00		CUT GRASS ETC - JULY
13/08/2021	PRP TELECOM LIMITED	DP12	250.00		TELEPHONE REPAIR/TEMP REPLACE
13/08/2021	BUSINESS CHARGE CARD	CC08	298.04		BUSINESS CHARGE CARD - AUGUST
19/08/2021	SEVENOAKS DISTRICT COUNCIL	DP13	210.00		15 X GARDEN SACKS
23/08/2021	IRIS BUSINESS SOFTWARE LTD	IRIS08	5.79		PENSION COSTS - AUGUST
24/08/2021	IRIS BUSINESS SOFTWARE LTD	IRIS08	12.86		PENSION COSTS - AUGUST
27/08/2021	PRP TELECOM LIMITED	DP14	195.00		DIRECT ANALOGUE CONNECTION
27/08/2021	SEVENOAKS DISTRICT COUNCIL	DP14	226.00		15 X GARDEN & 32 X CLEAR SACKS
27/08/2021	SEVENOAKS DISTRICT COUNCIL	DP14	420.00		30 X GARDEN SACKS
03/09/2021	Petty Cash	PS293	48.05		BALANCE TOP UP
03/09/2021	A DE JAGER	PC06	3.90		ALDI - ANTI-BAC SPRAY
03/09/2021	KAREN LAW	PC07	5.60		CO-OP - COFFEE X 2
03/09/2021	KAREN LAW	PC08	27.99		ARGOS - MOBILE PHONE & TOP UP
03/09/2021	A DE JAGER	PC09	10.56		ALDI ANTI-BAC SPRAY/HAND SOAP
03/09/2021	A DE JAGER	PC06	3.90		CORRECTION TO ACCOUNT
03/09/2021	A DE JAGER/K LAW	PC06/07/08	-51.95		WRONG ACCOUNT
09/09/2021	BRITISH TELECOM	BT09	169.05		BROADBAND/LINE/CALLS - SEPTEMBER
10/09/2021	WAGES	BACS09	3,939.14		WAGES - SEPTEMBER
10/09/2021	HM REVENUE & CUSTOMS	DP15	1,354.98		TAX & NI - SEPTEMBER
Total Payments			16,077.22		

14:00

Current Bank A/c

Cash Received between 22/07/2021 and 16/09/2021

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
30/07/2021	ASH GREEN SPORTS CENTRE	JULY	PENSION/EQUIPMENT	104.15
13/08/2021	ASH GREEN SPORTS CENTRE	AUGUST	PENSION REIMBURSEMENT -	58.48
13/08/2021	ASH GREEN SPORTS CENTRE	AUGUST	REFUND VAT - 30/6/21	1,059.60
23/07/2021	Business Call A/c	JULY	BALANCE TOP UP	2,000.00
06/08/2021	Business Call A/c	AUGUST	BALANCE TOP UP	5,000.00
10/09/2021	Business Call A/c	SEPTEMBE	BALANCE TOP UP	5,000.00
06/08/2021	COMMUNITY LUNCH CLUB	AUGUST	INCOME - JULY	136.00
03/09/2021	COMMUNITY LUNCH CLUB	PS293	COMMUNITY LUNCH CLUB	464.00
03/09/2021	COMMUNITY LUNCH CLUB	PS294	INCOME - JULY	24.00
29/07/2021	DAVID BRAMMER	JULY	INCOME - JULY	60.00
02/08/2021	GILLIAN CLUCAS	AUGUST	INCOME - JULY	24.00
10/08/2021	GILLIAN CLUCAS	AUGUST	ASHES INTERMENT A8 & A12	350.00
10/08/2021	GILLIAN CLUCAS	AUGUST	CORRECTION TO ENTRY	-350.00
10/08/2021	GILLIAN CLUCAS	AUGUST	ASHES INTERMENT - A8 & A12	750.00
05/08/2021	HM REVENUE & CUSTOMS	AUGUST	VAT REFUND - 30/6/21	298.70
09/08/2021	LLOYDS	AUGUST	BANK INTEREST	0.89
12/08/2021	LLOYDS	AUGUST	FIXED DEPOSIT INTEREST	2.98
09/09/2021	LLOYDS	SEPTEMBE	BANK INTEREST	0.85
14/09/2021	LLOYDS	SEPTEMBE	FIXED DEPOSIT INTEREST	0.63
30/07/2021	MR & MRS CRAWFORD	JULY	INCOME - JULY	60.00
06/08/2021	RECYCLING SACKS	PS291/292	RECYCLING SACKS - JULY	418.50
03/09/2021	RECYCLING SACKS	PS293	RECYCLING SACKS - AUGUST	237.00
Total Receipts				15,699.78

16/09/2021

Ash Green Sports Centre

13:53

Balance Sheet as at 16th September 2021

31st March 2021

31st March 2022

31st March 2021		31st March 2022	
Current Assets			
7,665	Current Bank A/c	2,052	
20,000	Business Call A/c	20,000	
125	Till Float	125	
75	Petty Cash	75	
124	Vat Control	0	
27,988		22,252	
27,988	Total Assets		22,252
Current Liabilities			
0	Vat Control	1,270	
0		1,270	
27,988	Total Assets Less Current Liabilities		20,982
Represented By			
21,873	General Reserves		14,867
6,115	Earmarked Reserves		6,115
27,988			20,982

The above statement represents fairly the financial position of the authority as at 16th September 2021 and reflects its Income and Expenditure during the year.

Signed :
Chairman

Date : _____

Signed :
Responsible
Financial
Officer

Date : _____

Ash Green Sports Centre

Income and Expenditure Account for Year Ended 31st March 2022

31st March 2021		31st March 2022
	Operating Income	
851	Sundries	1,779
86	Sport/Studio Equipment	39
580	Classes	1,032
1,008	Badminton	2,210
638	Studio	708
6,001	Membership	8,631
49,681	Grants	4,896
58,845	Total Income	19,296
	Running Costs	
333	General	916
75	Sundries	84
46,963	Staff Costs	23,204
3,650	Office & Occupancy	1,544
4,118	Repairs and Maintenance	277
1,023	Sport/Studio Equipment	52
275	Classes	225
56,437	Total Expenditure	26,303
	General Fund Analysis	
16,580	Opening Balance	21,873
58,845	Plus : Income for Year	19,296
75,425		41,170
56,437	Less : Expenditure for Year	26,303
18,988		14,867
(2,885)	Transfers TO / FROM Reserves	0
21,873	Closing Balance	14,867

Detailed Income & Expenditure by Budget Heading 16/09/2021

Parish Council Meeting 23rd September 2021

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 General							
4101 Agreements/Licences	588	1,430	842		842	41.1%	
4102 Bank Charges	228	600	372		372	37.9%	
4103 Advert & Publicity	101	300	199		199	33.6%	
General :- Indirect Expenditure	916	2,330	1,414	0	1,414	39.3%	0
Net Expenditure	(916)	(2,330)	(1,414)				
102 Sundries							
1100 Bank Interest	51	6	(45)			847.3%	
1102 Room Hire	512	2,161	1,650			23.7%	
1103 Squash Fees	601	1,200	599			50.1%	
1104 Table Tennis	218	650	432			33.5%	
1105 Tennis	136	125	(11)			109.1%	
1106 Refreshments	263	350	87			75.0%	
1108 Over/Under at Till	(1)	0	1			0.0%	
Sundries :- Income	1,779	4,492	2,713			39.6%	0
4120 Bank Charges	(0)	0	0		0	0.0%	
4123 Refreshments	84	200	116		116	42.0%	
Sundries :- Indirect Expenditure	84	200	116	0	116	41.9%	0
Net Income over Expenditure	1,695	4,292	2,597				
103 Staff Costs							
4150 Wages & Tax/NI	21,152	47,600	26,448		26,448	44.4%	
4151 Training & Uniform	0	250	250		250	0.0%	
4153 Pension Costs	134	440	306		306	30.5%	
4155 Contract Cleaning/Cover	1,918	5,616	3,698		3,698	34.1%	
Staff Costs :- Indirect Expenditure	23,204	53,906	30,702	0	30,702	43.0%	0
Net Expenditure	(23,204)	(53,906)	(30,702)				
104 Office & Occupancy							
4152 Staff Refreshments	6	50	45		45	11.0%	
4180 Office Equipment	0	100	100		100	0.0%	
4181 Stationery/Printing	13	100	87		87	12.6%	
4182 Telephone	240	460	220		220	52.2%	
4183 Utility	888	4,560	3,672		3,672	19.5%	
4185 Cleaning Materials	237	800	563		563	29.6%	
4186 Postage & Delivery	0	20	20		20	0.0%	

Detailed Income & Expenditure by Budget Heading 16/09/2021

Parish Council Meeting 23rd September 2021

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4187 Sundry Costs	148	840	692		692	17.7%	
4188 Health & Safety	13	200	187		187	6.4%	
Office & Occupancy :- Indirect Expenditure	<u>1,544</u>	<u>7,130</u>	<u>5,586</u>	<u>0</u>	<u>5,586</u>	<u>21.7%</u>	<u>0</u>
Net Expenditure	<u>(1,544)</u>	<u>(7,130)</u>	<u>(5,586)</u>				
<u>201 Repairs and Maintenance</u>							
4200 Repairs & Maintenance	277	2,000	1,723		1,723	13.9%	
Repairs and Maintenance :- Indirect Expenditure	<u>277</u>	<u>2,000</u>	<u>1,723</u>	<u>0</u>	<u>1,723</u>	<u>13.9%</u>	<u>0</u>
Net Expenditure	<u>(277)</u>	<u>(2,000)</u>	<u>(1,723)</u>				
<u>202 Sport/Studio Equipment</u>							
1250 Equipment Sales	39	65	26			60.7%	
Sport/Studio Equipment :- Income	<u>39</u>	<u>65</u>	<u>26</u>			<u>60.7%</u>	<u>0</u>
4250 Repairs	0	1,000	1,000		1,000	0.0%	
4251 New Equipment	52	1,200	1,148		1,148	4.4%	
Sport/Studio Equipment :- Indirect Expenditure	<u>52</u>	<u>2,200</u>	<u>2,148</u>	<u>0</u>	<u>2,148</u>	<u>2.4%</u>	<u>0</u>
Net Income over Expenditure	<u>(13)</u>	<u>(2,135)</u>	<u>(2,122)</u>				
<u>301 Classes</u>							
1301 Classes - Inhouse	526	2,000	1,474			26.3%	
1304 Yoga	506	2,000	1,494			25.3%	
Classes :- Income	<u>1,032</u>	<u>4,000</u>	<u>2,968</u>			<u>25.8%</u>	<u>0</u>
4304 Yoga	225	1,200	975		975	18.8%	
4305 Classes - Inhouse	0	470	470		470	0.0%	
Classes :- Indirect Expenditure	<u>225</u>	<u>1,670</u>	<u>1,445</u>	<u>0</u>	<u>1,445</u>	<u>13.5%</u>	<u>0</u>
Net Income over Expenditure	<u>807</u>	<u>2,330</u>	<u>1,523</u>				
<u>302 Badminton</u>							
1320 Badminton	1,938	2,600	662			74.5%	
1322 Badminton Club	272	0	(272)			0.0%	
Badminton :- Income	<u>2,210</u>	<u>2,600</u>	<u>390</u>			<u>85.0%</u>	<u>0</u>
Net Income	<u>2,210</u>	<u>2,600</u>	<u>390</u>				

Detailed Income & Expenditure by Budget Heading 16/09/2021

Parish Council Meeting 23rd September 2021

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
303 Studio							
1351 Studio Sessions	708	2,400	1,692			29.5%	
Studio :- Income	<u>708</u>	<u>2,400</u>	<u>1,692</u>			<u>29.5%</u>	<u>0</u>
Net Income	<u>708</u>	<u>2,400</u>	<u>1,692</u>				
304 Membership							
1370 Members	7,327	25,000	17,673			29.3%	
1371 Racket Members	318	400	82			79.5%	
1372 Non Members	986	1,300	314			75.9%	
Membership :- Income	<u>8,631</u>	<u>26,700</u>	<u>18,069</u>			<u>32.3%</u>	<u>0</u>
Net Income	<u>8,631</u>	<u>26,700</u>	<u>18,069</u>				
401 Grants							
1400 Parish Council Grants Received	0	15,000	15,000			0.0%	
1401 Other Grants Received	4,896	0	(4,896)			0.0%	
Grants :- Income	<u>4,896</u>	<u>15,000</u>	<u>10,104</u>			<u>32.6%</u>	<u>0</u>
Net Income	<u>4,896</u>	<u>15,000</u>	<u>10,104</u>				
501 Contingency							
4501 Contingency	0	1,000	1,000		1,000	0.0%	
Contingency :- Indirect Expenditure	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(1,000)</u>	<u>(1,000)</u>				
Grand Totals:- Income	<u>19,296</u>	<u>55,257</u>	<u>35,961</u>			<u>34.9%</u>	
Expenditure	<u>26,303</u>	<u>70,436</u>	<u>44,133</u>	<u>0</u>	<u>44,133</u>	<u>37.3%</u>	
Net Income over Expenditure	<u>(7,007)</u>	<u>(15,179)</u>	<u>(8,172)</u>				
Movement to/(from) Gen Reserve	<u>(7,007)</u>						

Time: 13:55

Current Bank A/c

List of Payments made between 22/07/2021 and 16/09/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
23/07/2021	KAREN LAW	WK17B	17.96		WATER X 3
26/07/2021	BRITISH TELECOM	BT07	59.77		LINE RENTAL/CALLS - JULY
30/07/2021	LOUISE BURDEN	DP11	75.00		YOGA INSTRUCTOR - JUNE & JULY
30/07/2021	SPORTSOFT UK LTD	DP11	705.60		ANNUAL SOFTWARE CHARGE
30/07/2021	ASH CUM RIDLEY PARISH	DP11	104.15		PENSION/NEW EQUIPMENT
06/08/2021	JOHN AMES	DP12	378.00		CLEANING - JULY
06/08/2021	CAMDON LTD	DP12	130.25		REPLACEMENT CONTROL
06/08/2021	LYRECO UK LIMITED	DP12	67.62		CLEANING MATERIALS
06/08/2021	Petty Cash	WK19B	5.49		BALANCE TOP UP
09/08/2021	TAKEPAYMENTS LTD	TP08	15.60		CARD PAYMENT MACHINE - 7/9/21
10/08/2021	WAGES	BACS08	3,257.01		WAGES - AUGUST
10/08/2021	H M REVENUE & CUSTOMS - TAX	DP13	285.65		TAX & NI - AUGUST
10/08/2021	BARCLAYCARD	BC08	37.43		CARD PAYMENT MONTHLY CHARGE
13/08/2021	ASH CUM RIDLEY PARISH	DP13	1,059.60		VAT PAYMENT - 30/6/21
13/08/2021	ASH CUM RIDLEY PARISH	DP13	58.48		PENSION CONTRIBUTION - AUGUST
13/08/2021	KAY MIDWINTER	DP13	50.00		YOGA INSTRUCTOR - JULY
26/08/2021	BRITISH TELECOM	BT08	55.08		LINE RENTAL/CALLS - AUGUST
08/09/2021	TAKEPAYMENTS LTD	TP09	15.60		CARD PAYMENT MACHINE - 7/10/21
10/09/2021	BARCLAYCARD	BC09	36.99		CARD PAYMENT MONTHLY CHARGE
10/09/2021	WAGES	BACS09	3,411.00		WAGES - SEPTEMBER
10/09/2021	H M REVENUE & CUSTOMS - TAX	DP14	321.69		TAX & NI - SEPTEMBER
Total Payments			10,147.97		

Ash-cum-Ridley Parish Council
Minutes of a meeting of the Finance Committee held at Ash Green Sports
Centre on Tuesday 27 July 2021 commencing at 7pm

Present: Cllr Mrs Brammer
Cllr S Fishenden
Cllr P Nightingale

In attendance: Mrs A de Jager, Parish Clerk
Ms K Law, Assistant Clerk/Finance Officer

1. Election of Chairman

Cllr Mrs Brammer PROPOSED that Cllr V Ngwenya is elected Chairman for the municipal year 2021/22 SECONDED: Cllr P Nightingale and AGREED.

2. Apologies for Absence

Cllr M Manley (work). The apology and reason for absence was accepted.

3. Declaration of Interest

None

4. Minutes of Previous Meeting

The minutes of the meeting of 27 April 2021 were agreed and signed .

5. Parish Council

- 5.1 The Finance Officer advised that 50% of the precept has been received giving a surplus of £28,088, giving approximately four times running costs. The Burial Ground Committee have decided to retain the Burial Ground Reserve. Members were taken through the budget headings noting that there has been an underspend on grants as we have received fewer requests. Telephone costs are over budget as we are waiting for a credit not from BT. The telephone system needs to be upgraded and advise will be sought from Cllr V Ngwenya. The software licences are also overbudget as a credit is expected from Microsoft. The extraction fans have been replaced in both the ladies and gents toilets have been replaced and will come out of the refurbishment budget. The income for Burial Ground is from interments in the Memorial Garden. The Lunch Club continues with a take-away provision and will resume sit-in lunches on 5 August 2021. Youth Provision – the Parish Council has commission two Fun Days on the Minnis at a cost of £2,000.00 and Sevenoaks District Council is providing one Fun Day at no cost. Hall hire is being paid for both the 8 – 12's Club and to hold the evening of the Senior Youth Club. The payments were noted with explanations given for highlighted expenditure.

After consideration to the quotations for the repairs to the squash court roofs, Cllr Mrs Brammer PROPOSED that the quote in the amount of £7,800 from Meopham Roofing is accepted. SECONDED: Cllr P Nightingale and AGREED.

5.2 The current reconciled bank statements have been initialled by Cllr P Nightingale.

5.3 The Internal Audit Report for 2020/21 was RECEIVED and NOTED.

5.4 Cllr Mrs Brammer PROPOSED that Mr Lionel Robbins is appointed the internal auditor for the Parish Council and Ash Green Sports Centre.

SECONDED: Cllr S Fishenden and AGREED. Cllr P Nightingale

PROPOSED that the Scope of Audit is AGREED without amendment.

SECONDED: Cllr S Fishenden and AGREED.

5.5 Cllr S Fishenden PROPOSED that the signatories to the bank accounts for the Parish Council, Sports Centre and the Business Charge Card remain unchanged. SECONDED: Cllr P Nightingale and AGREED.

6. Sports Centre

6.1 Current financial position – The Sports Centre is showing a deficit of £4,091. We have approximately four times running costs and have not drawn any funds from the Parish Council, however, the Sports Centre is moving into its quiet time and funds will be drawn from the grant as required. Membership has increased from 64 to 153 with 41 new memberships. 9 members pay by standing order, the remainder pay monthly by card or cash. The finances will continue to be monitored monthly. Bank interest – the £50 reflected is compensation due to a complaint. Badminton use has increased and squash has been slow to restart. Members were taken through the payments noting the highlighted items.

6.2 The current reconciled bank statements have been initialled by Cllr P Nightingale.

6.3 It was AGREED that the review of the Support Grant from the Parish Council will be moved to the October meeting.

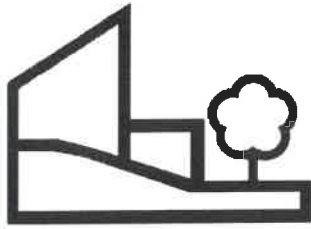
7. Dates of Future Meetings

The date of the next meetings of the Finance Committee was set for.
Tuesday 19/10/21

The meeting closed at 8.06pm

Signed:
Chairman

Date:



NEW ASH GREEN VILLAGE ASSOCIATION LTD

Registered Office: Centre Road, New Ash Green, Longfield, Kent DA3 8HH

Telephone: (01474) 872691

E-Mail: jo.mcgarvey@nagval.com

Website www.nagval.com

Our Ref: JRM/ACRPC/Amenity

Ms A de Jager
Ash cum Ridley Parish Council
Parish Office
Ash Green Sports Centre
Ash Road
New Ash Green
Kent
DA3 8JZ

8th September 2021

Dear Alison

TRAFFIC MIRROR

Further to your letter of 10th August and subsequent Amenity Committee meeting on 31st August I would like to advise the Parish Council of the following:

The Amenity Committee has approved the application to install a traffic mirror on the Foxbury side of the junction.

With regards to the installation of a mirror on the Colt Stead side; the Amenity Committee are struggling to see the benefit of a mirror at this location due to the VA land being set so far back from the junction. If you are able to submit a location plan, they will happily look at this item again at the next meeting on 5th October.

I look forward to hearing from you.

Yours sincerely

Jo McGarvey

Jo McGarvey
Office Manager

Ash-cum-Ridley Parish Council

From: Dawn Blee <Dawn.Blee@sevenoaks.gov.uk>
Sent: 16 September 2021 14:39
To: Ash-cum-Ridley Parish Council
Subject: welcome back fund
Attachments: 1. WBF Presnt to T and P councils.pptx

Dear Alison
I hope all is well with you.

Earlier in the year notes on the EU -funded Welcome Back Funding were circulated regarding funding that was available to all Parishes in the District for use on new initiatives to make the village more welcoming. I'm attaching the notes from one of the on line presentations that took place in case there has been a change in personnel since then.

You may remember that the funding spans though until the end of March 2022 so there is no need to rush to spend your allocation but it would be useful for me to know what you are likely to want to spend your allocation on.

We are seeking 2-3 ideas from each parish - one liners only at this stage, no detail required - for project ideas, or for activities if you were able to access up to £2000 - £3000 worth of funding.

Points to consider in order to satisfy the funding criteria are:

Additionality - this **MUST** be a new project or something in addition to your plans that you could not otherwise have afforded. Example: if you are having the annual village fete, this could not be funded but if you have never provided a temporary toilet for use at the fete, this could be funded

Temporary - for example, wooden rather than cast iron planters, nothing set in concrete, screwed down instead is acceptable.

The funding is for future spending only. Please do not start any activity, engage suppliers or place orders yet.

At this stage please do not be concerned with the intricacies of interpreting the funding criteria, your ideas are the important part. All ideas will be collated to allow us to check eligibility, add items to our Action Plan and so that we can take advantage of bulk purchase wherever possible.

Please make contact with me if there are any points regarding the funding you wish to discuss further. I hope you will make use of this funding, other parishes have chosen picnic benches, planters and sign boards to date, with requests for Christmas trees and decorations pending to give you an idea of what is available.

Looking forward to hearing from you

Best regards

QUEEN'S GREEN CANOPY



August 2021

Briefing Note for Parish and Town Councils

The Queen's Green Canopy

www.queensgreencanopy.org

On Sunday 6 February 2022 we will see the seventieth anniversary of The Queen's Accession, marking the first Platinum Jubilee in the long history of British Monarchs. Although the Platinum Jubilee year begins in February 2022, many of the celebrations will take place around the special Bank Holiday weekend from Thursday 2nd to Sunday 5th June.

Thursday 2nd June – The Queen's Birthday Parade (Trooping the Colour)

Across the UK, Channel Islands, Isle of Man and UK Overseas Territories, Beacons will be lit in the evening to mark the Platinum Jubilee

Friday 3rd June – A Service of Thanksgiving for The Queen's reign will be held at St Paul's Cathedral

Saturday 4th June – Her Majesty and other members of the Royal Family will attend The Derby at Epsom Downs.

There will be a Platinum Party at the Palace which the BBC will stage with a live concert from Buckingham Palace. Members of the public will be invited to apply to attend this special event and details of the ballot for UK residents will be released in due course.

Sunday 5th June – The Big Jubilee Lunch where communities can come together at a street party, picnic, BBQ or something similar. 'The Big Lunch' provides tips and ideas for hosting an event
www.edenprojectcommunities.com

The Platinum Jubilee Pageant – A pageant featuring over 5000 people from across the UK and the Commonwealth will take place with Buckingham Palace as the backdrop. It will combine street acts, music, theatre with a carnival atmosphere.

In addition to the above activities to mark this momentous occasion, there will be a unique tree planting campaign across the UK which will be known as The Queen's Green Canopy (QGC). It has been created to mark The Queen's Platinum Jubilee in 2022. It will be an opportunity to thank Her Majesty for her exceptional service and promote the importance of trees to the environment, through the encouragement of tree planting and tree preservation across the nation.

Lord-Lieutenants have been asked to help promote the Project within their respective counties and it is hoped that this project will be seen as a positive opportunity for us all to encourage

communities and businesses to coalesce around a national project that will hopefully provide a lasting legacy for many generations.

The dual impact of the climate emergency and the COVID-19 pandemic will be an important component of any planning and a particular focus of the campaign will be planting in urban and disadvantaged areas alongside intergenerational initiatives.

How to get involved:

With a focus on planting sustainably, the QGC will encourage the planting of trees to create a legacy in honour of The Queen's leadership of the Nation, which will benefit future generations. As well as inviting the planting of new trees, the QGC will dedicate a network of 70 Ancient Woodlands across the United Kingdom and identify 70 Ancient Trees to celebrate Her Majesty's 70 years of service.

The planting of new trees across the UK may take the form of:

- **Individuals** planting trees on their private land
- **Corporates and Businesses** planting trees on their land and creating tree planting projects with employees
- **Platinum Jubilee Community Planting** projects for youth groups, Parishes, Residents' Associations
- **A Platinum Jubilee Avenue** of medium-sized or large trees ideal for cities, large estates, new housing developments and parishes
- **A Platinum Jubilee Copse** on private land or land allocated by the County Council or Borough/District Council
- **A Platinum School Tree** on school grounds involving students and teachers

Individuals:

Everyone can get involved in the 'Planting a Tree for the Platinum Jubilee'. Whether you are a seasoned gardener or complete novice the QGC team will be able to guide people through the process of planting trees so that survive and flourish. People can plant a tree in their own garden and the QGC recommend that trees are ordered from a certified Plant Healthy nursery in the local area.

Schools:

All schools are encouraged to engage with the QGC and schools may apply for **free** saplings through **The Woodland Trust** from June 2021. These are available on a first come-first services basis. In addition to this, the QGC will make contact with as many state schools in the UK as possible to arrange free trees through their partner agencies. The number of free trees available will depend on donations received.

Communities and Groups:

Again, as part of the QGC, their Partner, The Woodland Trust will be giving away **3 million saplings free of charge to community groups** on a first come-first served basis. Information on how to apply for these free saplings will be available through the Woodland Trust website from June 2021

<https://shop.woodlandtrust.org.uk/trees>

Counties and Cities:

Villages, parishes, towns and counties are all encouraged to get involved by raising funds locally to plant significant trees, avenues or copses.

Advice on major planting projects should be directed through the Lord-Lieutenant's office
lord.lieutenant@kent.gov.uk

Corporates:

All UK companies and businesses can get involved. They are invited to either plant trees on their sites across the UK to benefit employees and the wider community, or support proposed community forest planting projects that have been earmarked by the QGC partner, the Department for Environment, Food and Rural Affairs.

Tree planting season - October to March

The QGC will encourage everyone to learn more about the best way to plant trees so that they survive and flourish for years to come. Trees and hedgerows must be planted with care, at the right time of year, in the right place and with species that are not prone to prevailing tree diseases. The QGC initiative will encourage planting during the official planting season, October to March, to optimise the chance of trees surviving and flourishing. People are encouraged to use this summer to plan their Jubilee tree planting projects and be ready for October.

Clear instructions on how and when to plant trees can be found on their website along with steps to put in place to ensure the trees remain protected and flourish
<https://queensgreencanopy.org/get-involved/plant/> <https://queensgreencanopy.org/get-involved/protect/>

Official Plaques:

You may also wish to order an official plaque to mark the occasion for generations to come. Templates for QGC plaques with suggested wording and recommended suppliers will be available on the QGC website from September 2021 ready for when the tree planting season begins in October.

The Queen's Green Canopy Map:

From October, all planting projects can be uploaded onto an interactive map on the new QGC website so that everyone can share and inspire others, as well as creating a green canopy of projects to cover the country. The map is embedded within the QGC website
<https://queensgreencanopy.org/map-education-hub/>

Lasting Benefits:

This initiative is not just for areas where there are already green open spaces. The aim is to see new planting everywhere: within crowded and congested inner cities as well as in suburbs and rural settings and in ways that involve people of all ages, from every faith and embrace all parts of every community.

The Canopy Project seeks to promote a model of stewardship through which local communities can bring more trees into public spaces. The act of planting and caring for a tree can be an effective way of increasing awareness of the environment around it.

A lot more information about the project will be forthcoming in the weeks and months ahead. However, now is the time begin thinking about what we can all do to make this initiative a success in our own communities.

I hope that this note provides you with sufficient detail to enable you to actively encourage those in your area to start making their own plans to be part of this wonderful project. The QGC website is incredibly informative and will provide you with all the necessary details going forward.

If you might be very kind and let my office know of any plans you are putting in place, specifically around The Queen's Green Canopy initiative, that would be incredibly helpful as it will enable me to see what is happening around the County. If you can email details through to lord.lieutenant@kent.gov.uk it would be much appreciated.

With warmest best wishes.



The Lady Colgrain
Lord-Lieutenant of Kent

FOCUS GROUP

NEW ASH GREEN FOCUS GROUP
Minutes of a meeting of the New Ash Green Focus Group held virtually via Zoom on
Monday 19 July 2021 commencing at 4.00pm.

Present: Cllr M Brown – Chairman, Ash-cum-Ridley Parish Council
PCSO L Bruce – Kent Police
Mr C Clark – New Ash Green Village Association and Chapel Wood Residents Society
Mrs P Connell – Neighbourhood Watch, Manor Forstal
Cllr S Fishenden – Ash-cum-Ridley Parish Council
Mr M Hyland – Bowes Wood Residents Society
Mr D Joel – Capelands Residents Society
Ms S Kilcullen – Caling Croft Residents Society
Miss K Webb – Community Safety Unit, Sevenoaks District Council

In Attendance: Mrs A de Jager – Parish Clerk

1. **Apologies for Absence and Introductions**

Mrs L Manston, Neighbourhood Watch, Knights Croft and Mrs J West – KCC Community Warden.

2. **Minutes/Actions from of the Meeting of 12 April 2021**

The minutes were AGREED and will be signed by the Chairman. Mr Joel advised that Capelands Resident's Society would be revisiting the provision of CCTV.

3. **Police Update**

PCSO L Bruce reported the following:

1 Vehicle seized for no insurance

5 report of nuisance youths

2 fraud

RTC injury – 2 vehicle collision

3 reports of nuisance motorbikes

1 burglary from a garage

1 report of drug dealing from vehicle

1 report of a person struggling with dementia

1 report of a car being scratched with a key.

1 neighbour dispute

2 reports of shoplifting

1 report of 2 youths smoking cannabis

2 reports of burglary in Hever Trading Estate, there is no CCTV on the estate.

1 quarantine breach

The COVID op has identified local hotspots, the Minnis, the Pavilion and Millfield/Ayelands areas. Speed checks along North Ash Road were requested. The Police do not receive many calls regarding speeding. Speed watch can be requested to visit. Letters will be sent to motorists travelling in excess of 35mph.

Pavilion - occasional reports are made by residents of Punch Croft and Knights Croft when people disperse after events.

The data collected from the Speed Indicator Device on Ash Road shows that the majority of drivers do not speed.

4. **Community & Sevenoaks District Council Update**

On 28 June 2021 a Community Safety event was held in the shopping centre. A District Councillor called for this event in light of concerns voiced on facebook following a post about a burglary and stabbing. Some of the information posted on facebook was not

accurate. This was not as well attended as the previous event. Residents that attended raised concerns about speed, CCTV and reported one antisocial behaviour incident and one inconsiderate parking. The reports of COVID breaches have calmed down, the majority were malicious reports from neighbours. A report of indecent assault in Hartley was reported and the victim defended herself very well and she was brave to report the incident. Antisocial behaviour reports are increasing with the restrictions being relaxed. Sevenoaks District Council will be providing a Family Fun Day on 3 August 2021 on the Minnis. Kent Police will be allocating a Schools Officer. Residents need to be reminded to report any issues of concern to the Community Safety Unit in addition to posting them on facebook. Mr Clark reported that the pond in Spring Cross Wood is an area where young people gather and leave litter and beer cans. Nitrous oxide canisters are often seen in the North Square car park. E-scooters are a concern as the young people riding them, often do not look where they are going and not wearing helmets. The police and the Community Safety Unit are aware of these concerns and they are not local to this area. The Police are working through the process of policing this, educating parents regarding the purchase and safety of the scooters.

5. Agency & Resident Associations Updates

Mrs J West, Community Warden provided the following report.

My time in area recently has seen a wide array of issues to address and to support residents with numerous challenges.

I have listed some examples of my working practise.

Attendance at the New Ash Green Market Place Event which comprised of numerous agencies coming together in the Retail Area to offer residents attending advice and support on local concerns including home and personal safety.

Monthly attendance at the Multi-Disciplinary Meetings facilitated by Virgin Care hosted by the Jubilee Medical Practise to support local resident's health and wellbeing.

Completing Training for Esther Model approach to working which involves discussing the needs of residents openly and treating the focus person, their family and networks as equal partners in their care. This has been especially beneficial in my Warden role working within the community during Covid 19.

Carrying out visits to those most in need in the community including signposting to other agencies to support ongoing care/welfare needs. I have made referrals to Porchlight Live Well Kent Programme, Sevenoaks District Council Independent Housing Support Officer, Imago, Crossroads Care Kent, Age UK and The Community Cupboard.

Twice weekly visits to the Community Cupboard to assist with delivering food supplies to those in our community who are unable to access independently. This in turn leads to residents having the opportunity to speak with me regarding any concerns they may have themselves that I can assist with.

Working within the Community to support Scam victims, promoting the Kent Checked Trader Scheme and passing Intelligence to Trading Standards to build stronger, safer communities.

Meeting with Community Volunteers to ensure a safe transition takes place to enable community initiatives to be re-instated. It has been evident from residents feed back how these groups have been missed by so many who have been isolated due to the Pandemic.

I continue provide a front facing visual presence within the communities I work within to offer residents the opportunity to engage and raise any concerns they may experience.

6. Local Concerns & Issues

- Anti-social behaviour - locations of anti-social behaviour have been reported under the Police update.
- Parking – no reports

- Youth Provision – the 8 – 12's Club continues to run very successfully. The senior youth club has not restarted due to restrictions put in place by the Directors of KCC. An approach has been made to West Kent Extra to see if they can facilitate the provision of the Youth Club.
- Neighbourhood Watch – no reports

7. **Other Matters for Discussion**

Nuisance motorbikes on Northfield were reported and it was NOTED that the signs regarding use of bikes on Northfield have been removed. A question was raised about when the hay crop would be harvested on Northfield. Northfield is managed by a joint committee of members from Hartley and Ash-cum-Ridley Parish Council. The hay is traditionally cropped towards the end of July and the wild flower meadow is cropped in September.

8. **Date of Next Meeting**

The date of the next meeting was set for 11 October 2021 at 4pm, via Zoom

The meeting closed at 4.40pm

Signed:

Date:

HODSOLL STREET

15 SEP 2021



Alison de Jager
Ash-cum-Ridley Parish Council
Ash Road
New Ash Road
Longfield
Kent
DA3 8JZ

Tel No: 01732 227000
Ask for: Margaret Carr
Email: community.rights@sevenoaks.gov.uk
My Ref: CRtB - 067 The Green Man, Hodsoil Street
Your Ref:
Date: 06 September 2021

Dear Alison

I am writing to inform you that Sevenoaks District Council has reached its decision on the nomination by Ash-cum-Ridley Parish Council for The Green Man, Hodsoil Street to be considered an Asset of Community Value.

Based on the information provided to us it has been decided that the nomination has been successful and The Green Man will be listed. The Council concludes that the most recent use of the amenity furthered the social wellbeing, cultural and recreational interests of the community. The Council also concludes that it is reasonable to think that the asset could do so again in the next five years.

The Green Man will be added to the list of Assets of Community Value, available to view on the Sevenoaks District Council website at www.sevenoaks.gov.uk/righttobid or a free copy of the list can be provided by contacting the Council on the details set out above.

The right to request a review of the Council's decision is reserved by section 92(1) of the Localism Act 2011 to the owner of the asset. The request must be made in writing and received by 01 November 2021, eight weeks from the date of this letter. Section 92 of the Localism Act 2011 and The Assets of Community Value (England) Regulations 2012 provides further information on the review process. The listing remains in place for a period of five years from the date of this letter.

If you have any questions, or would like any further information about the Right to Bid please do not hesitate to contact me on the details set out above.

Kind regards,

Margaret Carr
Policy Officer, Sevenoaks District Council

Chief Executive: Dr. Pav Ramewal

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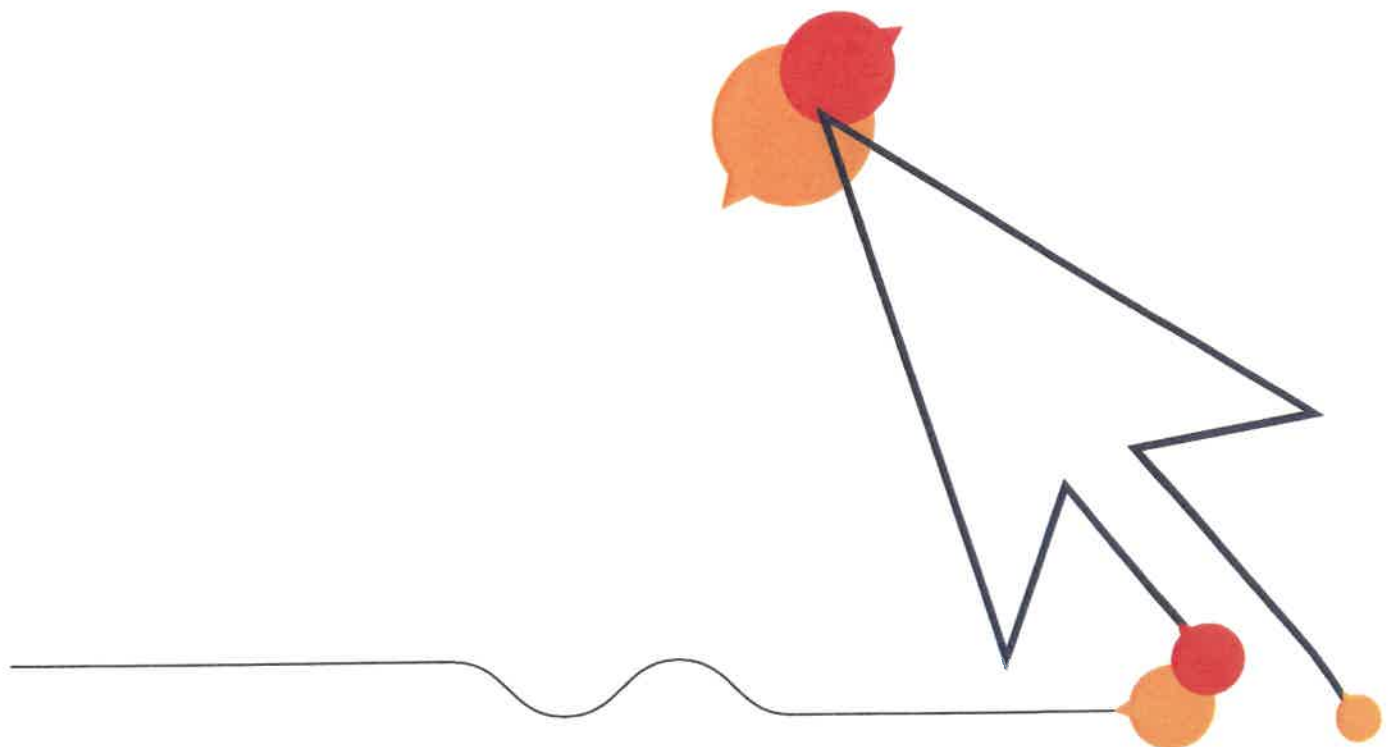
Safety Inspection Report

Annual Inspection

Hodsoll Street Play Park

Ash-cum-Ridley Parish Council

17 July 2021



Safety Inspection Report

Annual Inspection

Site name: **Hodsoll Street Play Park**
Date of inspection: **17 July 2021**
Inspector: **David Owen**



How to read your report

The assets on site are categorised as **Ancillary Items** or **Play Items**, and listed under those headings.

Each item is listed in the style shown in the image below, which contains labels to aid interpretation as follows:

- 1) The name of the asset
- 2) The manufacturer of the asset, if known,
- 3) The innate or default risk score of the asset, assuming it has no faults and complies with standards,
- 4) The actual risk score of the asset at the time of inspection, being the highest of the finding risks or the innate risk,
- 5) A statement about whether the item complies with the appropriate standards, including the names of those standards,
- 6) Details about findings, if any, including what is wrong (Description), what to do about it (Tasks), notes to aid understanding (Notes), and photograph(s) of the issue.

Primary Items

Sample Asset Name 1

Manufactured by Manufacturer Name 2

asset image here

Risk level:
Actual risk level: 1 3
Innate risk level: 1 4
Potential risk score reduction: 1
Remedial tasks: 1

Standards: 5
EN 1176-1:2017, EN 1176-2:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Finding 6

Description:
Item is rusting in places.

Tasks:
Replace.

Note:
Two of the frame washers are rusting.

Finding Photos

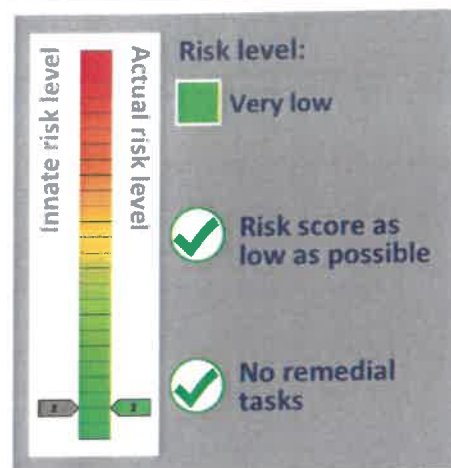
asset image here

asset image here

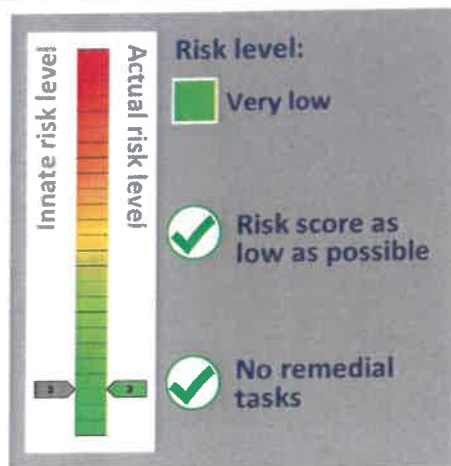
Surface: Grass

Inspection 910000142594, Report produced on 18/11/2019 at 12:01:07

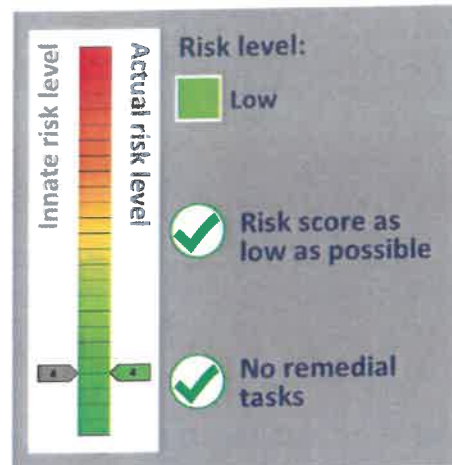
Signage - No Dogs



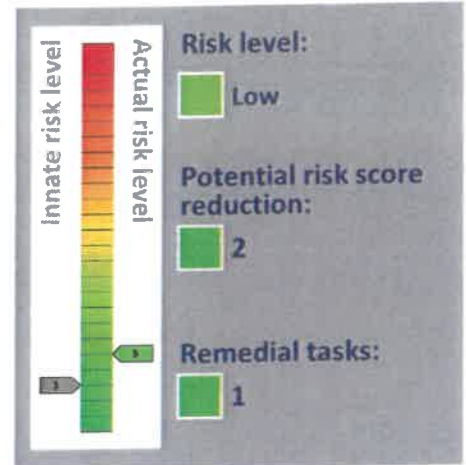
Fencing - Wooden



Gate - Self Closing



Seating - Bench



Maintenance Finding

Description

Algae growth giving slippery conditions.

Tasks

Read the notes for further action.

Note

Clean seat.

Risk level:

Low

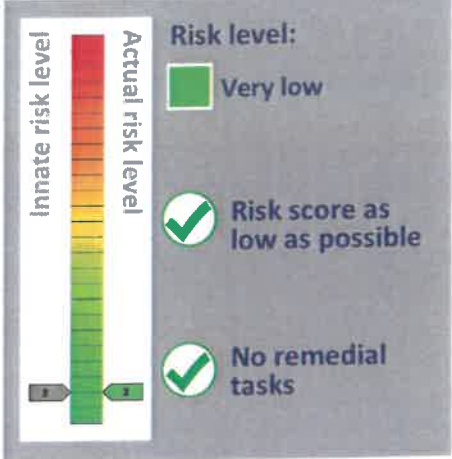
Risk score:

5

Finding Photos

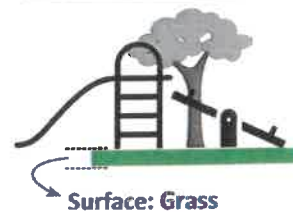
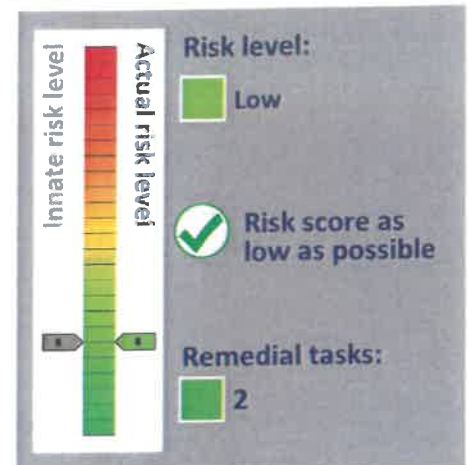


Litter Bin



Basketball Post

Manufactured by Hoop Court



Standards:

EN 1270:2005, EN 15312:2007+A1:2010

The item or its surfacing are not compliant with the requirements of the relevant standards.

Maintenance Finding

Description

There is significant corrosion on this item.

Tasks

De-scale back to good metal and coat with lead free paint, using appropriate precautions. Repairs may be necessary where corrosion is severe.

Risk level:

Low

Risk score:

6

Finding Photos



Standard Compliance Finding


Description

A warning notice should be fitted to all sports related equipment with the words "do not climb on the framework or nets", "do not hang on the ring" (if provided) and "do not wear rings or other jewellery as these can get caught and cause injury".

Tasks

Fit warning notice.

Risk level:

 Low

Risk score:

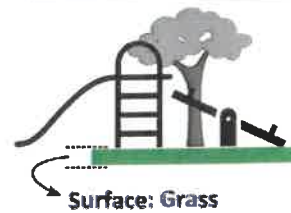
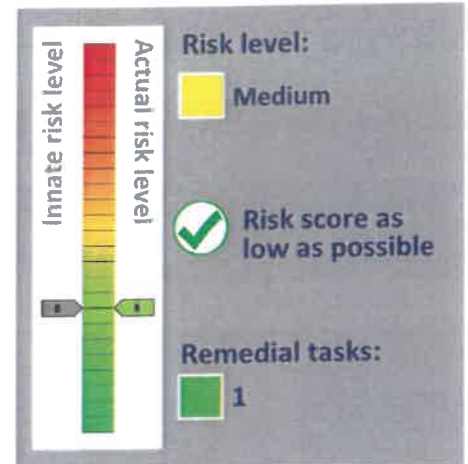
 5

Finding Photos



Goal Post

Manufactured by (Unknown)



Standards:

EN 748:2013, BS 8461:2005+A1:2009

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Item is damaged.

Tasks

Repair.

Note

Net damaged.

Risk level:

Low

Risk score:

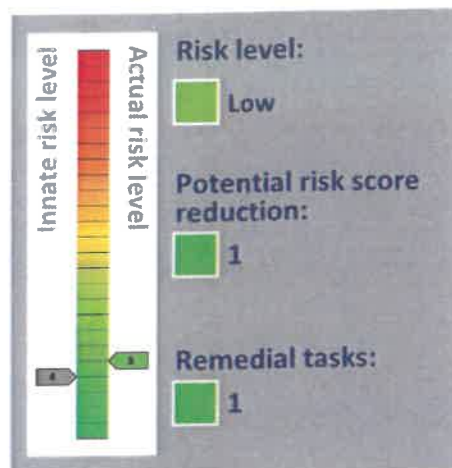
4

Finding Photos



Climber - S-Frame

Manufactured by SMP (Playgrounds) Ltd



Standards:

EN 1176-1:2017

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Gaps between the tiles present hazards.

Tasks

Eliminate the gaps.

Note

Wet pour infills are opening up - repair.

Risk level:

Low

Risk score:

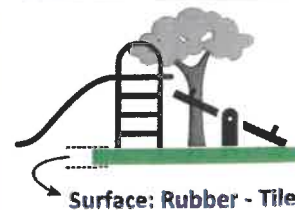
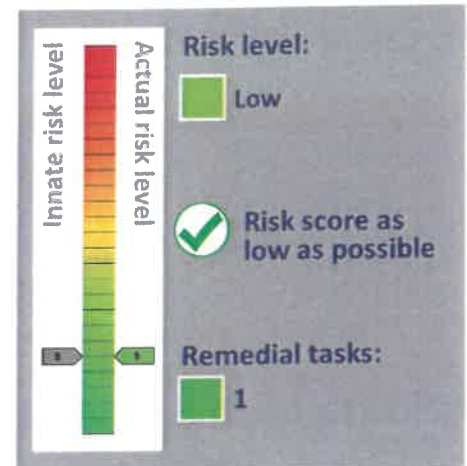
5

Finding Photos



Swing - Junior - 1 Bay 2 Seat

Manufactured by SMP (Playgrounds) Ltd



Standards:

EN 1176-1:2017, EN 1176-2:2017

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Gaps have opened up between tiles causing trip hazard.

Tasks

Re-glue and fill gaps and joints as necessary.

Note

Gaps in tiles underneath the seat and around the posts.

Risk level:

Very low

Risk score:

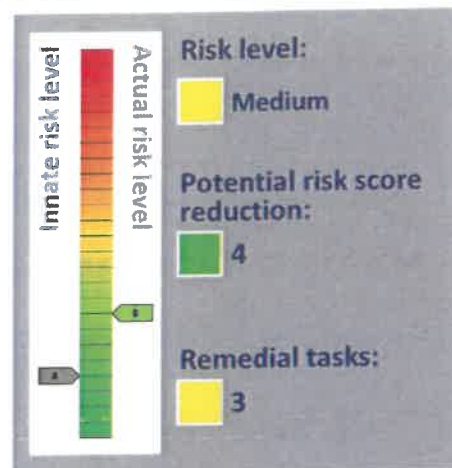
3

Finding Photos



Swing - Toddler - 1 Arch Bay 1 Seat - With Barriers

Manufactured by SMP (Playgrounds) Ltd



Standards:

EN 1176-1:2017, EN 1176-2:2017

The item or its surfacing are not compliant with the requirements of the relevant standards.

Maintenance Finding

Description

Shrinkage / separation of the surface. This may give a trip hazard.

Tasks

Repair.

Risk level:

Low

Risk score:

4

Finding Photos



Maintenance Finding

Description

Item is damaged.


Tasks

Replace.

Note

Replace seat as metal is showing and cracking.

Risk level:

 Medium

Risk score:

 8

Finding Photos



Standard Compliance Finding


Description

The distance between the seat side and the support is insufficient.

Tasks

No reasonably practicable action is identified.

Risk level:

 Low

Risk score:

 5

Finding Photos



General Notes

The risk scores are calculated by plotting the likelihood of harm against the severity of the injury sustained. The likelihood is given a score of 1 to 5, and the severity is given a score of 1 to 5. In doing this a matrix is produced which gives a numerical assessment of the risk on a score of 1 to 25, and a judgement is made as to which risks are low, which are medium and which are high. Risk scores may be adjusted in the light of experience and therefore may not be exactly as per the table. For example, a score of 7 may be noted.

Risks are calculated in this way:

1. An assessment of the likelihood of harm taking place is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Rare
 - b. 2 = Unlikely
 - c. 3 = Moderate
 - d. 4 = Likely
 - e. 5 = Certain
2. An assessment of the severity of the injury sustained is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Insignificant
 - b. 2 = Minor
 - c. 3 = Moderate
 - d. 4 = Major
 - e. 5 = Catastrophic
3. The two numbers are multiplied to give a risk score on a scale of 1 to 25.
4. Scores of 1 to 7 inclusive are considered to be low risk and are considered to be tolerable where this is the innate risk of the item,
5. Scores of 8 to 12 are considered to be medium risk and some control measures may be identified to reduce the risks to low, tolerable levels,
6. Score of 13 and above are considered to be high risk and urgent action is considered to be necessary to reduce the risks to tolerable levels.

General Notes

It is important to note that where an outcome is catastrophic, but for which the likelihood is rare this will present a score of $1 \times 5 = 5$ = low risk. Similarly, a certain event for which the consequence is insignificant will present a score of $5 \times 1 = 5$ = low risk. It is important to consider likelihood and consequence, and not just one of the factors in isolation.

The multiplication of the factors into a risk matrix is given here in Table 1, with a judgement made as to risk scoring indicated by colour.

Green = LOW risk, Amber = MEDIUM risk, Red = HIGH risk.

Table 1 – Risk Score Matrix

L i k e l i h o o d	Severity					
		1 Insignifi- cant	2 Minor	3 Moderate	4 Major	5 Catastro- phic
	1 = Rare	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = Unlikely	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = Moderate	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = Likely	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = Certain	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH