

ASH-CUM-RIDLEY PARISH COUNCIL

Minutes of the meeting held on Thursday 18 May 2017 at New Ash Green Village Association, Centre Road, New Ash Green, DA3 8HH, commencing at 7.45pm

Present:

Cllr M Brown
Cllr Mrs Brammer
Cllr Mrs Clark
Cllr Mrs Clucas
Cllr Mrs Connell
Cllr F Cottee
Cllr J Crane
Cllr S Hobbs
Cllr Mrs Howie
Cllr J Kelly

In attendance: Alison de Jager, Parish Clerk

Cllr C Clark – Sevenoaks District Council

- 7128/17 Election of Chairman Cllr Mrs Brammer PROPOSED that Cllr M Brown be elected Chairman of the Parish Council for the year 2017/18. SECONDED: Cllr Mrs Connell and UNANIMOUSLY AGREED. His acceptance of office was duly signed.
- 7129/17 Apologies Apologies for absence were received from Cllr I Mann and Cllr V Ngwenya (prior engagements), Cllr P Nightingale (work). The apologies and reasons for absence were accepted.
- 7130/17 Election of Vice Chairman It was PROPOSED BY Cllr M Brown SECONDED: by Cllr Mrs Clucas and UNANIMOUSLY AGREED that Cllr Mrs Brammer be elected Vice Chairman of the Parish Council for the year 2017/18. Her acceptance of office was duly signed.
- 7131/17 Declarations Of Interest a. 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.
- 7132/17 Dispensations No requests received
- 7133/17 Minutes It was RESOLVED that the minutes of the meeting held on Thursday 20 April 17 be approved and signed as a true record. PROPOSED: Cllr Mrs Connell SECONDED: Cllr F Cottee and UNANIMOUSLY AGREED.
- 7134/17 Appointment of Committees, Working Groups and Representatives a. The Committees for the year 2017/18, their terms of reference and delegated powers were agreed without amendment. PROPOSED: Cllr Mrs Clucas and SECONDED: Cllr Mrs Connell.
b. The appointment of membership to committees was AGREED as follows:
Burial Ground Committee: Chairman and Vice Chairman, ex officio, Mrs Clucas, Mrs Connell, Mrs M Howie, J Scott, Vacancy and Mr B Parlett (Ash Church).
Finance Committee: Chairman and Vice Chairman, ex officio, Sports Centre Management Committee Chairman, Cllrs J Kelly, V Ngwenya,

P Nightingale.

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

Planning Committee: Chairman and Vice Chairman, ex officio, Cllrs Mrs Clucas, Mrs Connell, S Cornelius, S Glover, J Scott, J Kelly, F Cottee, Ms Howie.

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

Youth Committee: Chairman and Vice Chairman, ex officio, Cllrs S Cornelius, Mrs Hobbs and J Kelly.

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

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

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

Barnfield Park Liaison Group: Cllrs M Brown, J Crane, J Scott

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

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

Kent Association of Local Councils
New Ash Green Hall Committee
Health Liaison

Cllr Mrs Brammer
Cllr J Kelly
Cllrs Mrs Clucas,
Vacancy

VA Greenlands Committee
Bulletin and Websites
Thursday Lunch Provision
Tree Warden
Pond Warden
Footpaths

Cllr S Glover
Cllr I Mann
Cllr Mrs Clucas
Cllr J Scott
Cllr F Cottee
Cllrs Mrs Connell,
I Mann

Transport

Cllr Mrs Connell,
Vacancy

Highways

Cllr J Crane,
Vacancy

Age Concern
Brands Hatch

Cllr J Scott, J Kelly
Mr D Brammer

New Ash Green Village Trust
Lances Almshouse Charity

Cllr Mrs Hobbs
Cllrs Mrs Brammer
Mrs Connell

Ash Village Hall Committee
Hodsoll Street Village Hall Committee

Cllr Mrs Brammer
Cllr F Cottee

7135/17
Annual Parish
Meeting

It was NOTED that the minutes of the Annual Parish Meeting held on 10 May 2017 will be distributed with the June 2017 Agenda. The attendance at the meeting was 32.

7136/17
Planning

a. Applications

SE/17/01330: Hillview, Hartley Bottom Road, DA3 8LJ - Conversion of garage to playroom/work from home office/gym ancillary to the main dwelling. Cllr F Cottee PROPOSED that the Parish Council does not object

to this application as long as it does not conflict with local planning policy. A further observation should be made that this will result in a large 4 bedroomed house without a garage. It is also noted that a number of properties in the area with similar conversions have resulted in these becoming separate dwellings, and the Parish Council therefore requests the withdrawal of Permitted Development Rights for this site. **SECONDED:** Cllr Mrs Clucas and **UNANIMOUSLY AGREED.**

SE/17/01331: Hillview, Hartley Bottom Road, DA3 8LJ – Replacement of existing utility room with new pitched roof and alterations fenestrations including changing entrance location. Cllr F Cottee **PROPOSED** that the Parish Council does not object to this application as long as it does not conflict with local planning policy. **SECONDED:** Cllr J Crane and **AGREED.**

SE/17/01388: 2 Bonny Acre Cottages, Wrotham Road, DA13 0RF – Demolition of existing summer house. Erection of a single storey rear extension to the existing outbuilding. Cllr F Cottee **PROPOSED** that the Parish Council objects to this application on the grounds of the unwarranted intrusion to the Green Belt. There are no Very Special Circumstances, as the permitted development rights for the summerhouse already exist and so could proceed anyway.

We have a concern about the development of large garage extensions with the potential for later sale as a separate dwelling in the Green Belt. For example, within a mile of this proposed development a similar development within the Green Belt, which was granted permission for conversion four years ago, has now been separated and the 'garage' and associated plot are now for sale as a separate dwelling. **SECONDED:** Cllr M Howie and **UNANIMOUSLY AGREED.**

b. Decisions

The decisions, as set out in Appendix A to Agenda A/05/17 were **RECEIVED** and **NOTED.**

c. Appeals

None at the time of the Agenda. **NOTED.**

d. Enforcements

The enforcement as set out in Appendix A to Agenda A/05/17 was **NOTED.** The Clerk was asked to report the sub-division of Cadre Idris to the District Council Enforcement.

e. The minutes of the Planning Committee meeting of 04 May 2017 were **NOTED.**

f. The notes of the meeting of the Neighbourhood Development Plan Working Party held on 12 April 2017 were **NOTED.**

7137/17
Finance

a. The current financial position and accompanying reports were **NOTED.**

b. The cheques signed since the last meeting were authorised.

PROPOSED: Cllr J Kelly **SECONDED:** Cllr Mrs Clark and **UNANIMOUSLY AGREED.**

c. It was **NOTED** that the next meeting of the Finance Committee will be held on 22 May 2017.

d. Cllr M Brown **PROPOSED** that the Report from the Internal Auditor for the Parish Council was **RECEIVED** and **NOTED.** The Clerk and Assistant Clerk were thanked for their work. **SECONDED:** Cllr J Crane and **AGREED.**

e. The Statement on Internal Control for the year ended 31 March 2017 was considered and **AGREED.** **PROPOSED:** Cllr Mrs Brammer **SECONDED:** Cllr M Brown and **AGREED.**

- f. Section 1 of the Annual Return, the Annual Governance Statement 2016/17 for the Parish Council was completed. Cllr Mrs Clark PROPOSED that the Chairman and Responsible Finance Officer sign accordingly. SECONDED: Cllr Mrs Brammer and UNANIMOUSLY AGREED.
- g. Cllr J Kelly PROPOSED that the accounts for the year ended 31 March 2017 for the Parish Council are APPROVED and that Section 2 of the Annual Return was signed by the Chairman. SECONDED: Cllr J Crane and UNANIMOUSLY AGREED.
- h. Cllr J Crane PROPOSED that the accounts for Ash Green Sports Centre for the year ended 31 March 2017 are RECEIVED. SECONDED: Cllr Mrs Clark and UNANIMOUSLY AGREED.
- i. Cllr J Kelly PROPOSED that the accounting statement for Ash Green Sports Centre is APPROVED and signed by the Chairman and Responsible Finance Officer. SECONDED: Cllr Mrs Brammer and UNANIMOUSLY AGREED.
- j. In accordance with the **Local Government Act 1972 Section 15(5)**, the Chairman's allowance was fixed at £250.00 PROPOSED: Cllr M Brown SECONDED: Cllr Mrs Clucas and UNANIMOUSLY AGREED.
- k. Cllr M Brown PROPOSED that the insurance quotation from Zurich Insurance is accepted and a long term (3 year) agreement is entered into with a premium of £768.18. SECONDED: Cllr Mrs Howie and UNANIMOUSLY AGREED. It was NOTED that this includes Loss of Earnings cover for Ash Green Sports Centre should the Sports Centre not be able to be used up to 12 months.
- l. Cllr Mrs Clucas PROPOSED that the annual membership to the Institute of Cemetery and Crematorium Management in the amount of £90.00 is renewed. SECONDED: Cllr Mrs Connell and UNANIMOUSLY AGREED.
- m. Cllr Mrs Brammer PROPOSED that the annual subscription to the Kent County Playing Fields Association in the amount of £20 is not renewed. SECONDED: Cllr Mrs Clark and UNANIMOUSLY AGREED.

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| 7138/17
Sports Centre | a. The minutes of the Sports Centre Management Committee meeting held on 08 May 2017 were NOTED. |
| 7139/17
Lloyds Bank | a. It was NOTED that the Parish Council had not received a reply from Lloyds Bank, but that Sir Michael Fallon MP had received a response which had been emailed to members. |
| 7140/17
Barnfield
Park | a. It was NOTED that the next meeting Barnfield Park Liaison Group will be held on 05 June 2017. |
| 7141/17
Northfield | a. It was NOTED that the next meeting of the Northfield Management Committee will be held on 22 May 2017. |
| 7142/17
Burial Ground | a. It was NOTED that the minutes the meeting of the Burial Ground Committee held on 15 May 2017 will be distributed with the June 2017 Agenda. |
| 7143/17
Youth | <p>a. West Kent Communities – it was NOTED that a second draft of the Service Level Agreement has been received and the start date has been set for 01 July 2017 to allow for recruitment.</p> <p>b. 8 – 12's – no report</p> |

- c. It was NOTED that the Family Fun Days in the Summer have been booked for 8, 22 and 29 August 2017 on the Minnis.

7144/17
Highways

The response from South East Water was NOTED.

The meeting was suspended at 8.46PM to receive a report from the District Councillors.

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

The meeting reconvened at 8.51pm

7145/17
Footpaths

- a. No report

7146/17
Transport

- a. No Report.

7147/17
Ash, Hodsoil
Street, Ash &
New Ash
Green

- a. Ash – it was NOTED that Ash Fete will be held on Saturday 24 June 2017. Ash Church will be holding an event to mark the 300 year old bells and a flower show over the same weekend.
b. Hodsoil Street – Hodsoil Street Fete will take place on Sunday 25 June 2017 on the Village Green starting at 2pm.
c. Ridley – the harp recital at Ridley Church was well supported and raised between £1,500 and £1,600.
d. New Ash Green 50th Anniversary –

7148/17
Bulletin and
Website

- a. Bulletin -
b. Website -
c. Outdoor Theatre – it was NOTED that tickets for the Rude Mechanical Theatre Company's production of 'The Commercial Traveller' to be held on Sunday 04 June 2017 are available from 01323 501260 or through www.therudemechanicaltheatre.co.uk.

7149/17
Focus Group
and Police

- a. It was NOTED that the next meeting of the Focus Group will be held on 03 July 2017.

7148/17
Lunch
Provision

Cllr Mrs Clucas thanked the Clerk and Assistant Clerk for providing lunch for two weeks while the Cook was on jury duty.

7149/17
KALC

No report

7150/17
Reports,
Circulars and
Correspond.

The reports, circulars and correspondence as set out in A/05/17 were NOTED.

The meeting closed at 9.07pm

Signed:
Chairman

Date: