

**NEW ASH GREEN VILLAGE ASSOCIATION LIMITED**  
 Meeting of the **AMENITY COMMITTEE** held via Zoom  
 On **TUESDAY 18<sup>th</sup> JANUARY 2022 at 8.00pm**

**Present:**           **Jerry Ash – Interim Chairman**  
                           Adrian Clark (from 8.45pm)  
                           Simon Cornelius  
                           Alex Franklin  
                           Terry Vivian  
                           Paul Yeoman

**Attendance:**   **Jo McGarvey – Office Manager**

1.     **APOLOGIES** none
2.     **MINUTES** of the meeting held on 7<sup>th</sup> December 2021 were agreed and signed as a correct record.
3.     **MATTERS ARISING**
  - a) **Millfield Lane parking** an issue has been highlighted with the plan to widen the road so a new plan is being drawn up. We are waiting the RA, insurance etc and a start date from Tamillek to commence the required tree work. TV will liaise with PY to discuss plans for future planting in the area.
  - b) **Woodland Management Plan/Spring Croft Wood** JA to have a walk around with PY and Steph Clarke to discuss the plan. JA suggested submitting the plan in the imminent future to try and ensure that the required works can be started this side of the growing season.
  - c) **Anthony George replacement** this will be added to the agenda for the next CoM meeting and PY will approach Jim Quaiffe
  - d) **Colt Stead RS/To note fence colour** Office Manager to write again
  - e) **Bazes Shaw/Installation of heat pumps** awaiting update from installation company
  - g) **91 Punch Croft/Replacement single storey extension** awaiting revised drawings – OM to write again and include notes about new windows and door and reinstating rear fascia and gutter
  - h) **Penenden RS/Proposed tree works** awaiting site visit – OM to put JA, PY and Penenden RS in contact to arrange this
  - i) **Millfield RS/Unapproved tree removal** OM to write and advise of criminal damage, remind them that all works must be approved, the threat of a village wide TPO from SDC if trees are not correctly managed and ask for plans for re-planting in this area.
  - j) **Ash Parish Council/Jubilee tree planting** OM to arrange a site visit with JA, PY, Steph Clarke and Parish Council
  - k) **Ash Parish Council/Bench installation** OM to arrange a site visit with JA, PY, Steph Clarke and Parish Council
  - l) **31 Seven Acres/Replacement conservatory roof** OM to write again to request roof sample
4.     **EXTENSION AND CONSERVATORIES**
  - a) **93 Manor Forstal/Single storey rear extension** OM to write to resident to request revised drawings showing required parapet and hopper. Correspondence to include query over the material intended for the rear of the extension and to advise that area above the door should be black brick. It should be noted that there is no black brick on the ground floor.
  - b) **59 Oliver Mill/Single storey rear extension** the application for a single storey rear extension was approved in accordance with the details submitted and subject to the following conditions:
    - i)       To be built in accordance with the design details submitted
    - ii)      All materials and design details to match existing
    - iii)     Windows must be finished to match the neighbourhood colour scheme
    - iv)      Completion and return of the Form of Undertaking
    - v)       Notification of start date to the VA
 The Society has no objections to the application.
5.     **REPLACEMENT WINDOW AND DOOR UNITS & other Miscellaneous Applications**
  - a) **141 Bazes Shaw/Alteration to window design** OM to write to resident to establish dimensions of the window and Amenity Committee to look at an alternative design for the very large windows throughout the village.
  - b) **106 Manor Forstal/Change to frame colour** the application to repaint the window surrounds in black has been approved in accordance with the details submitted. OM to write to resident to advise that the door frame should be white.

**c) 62 Redhill Wood/Juliet balcony** the application to install a Juliet balcony was approved in accordance with the details submitted and subject to the following conditions:

- i) To be built in accordance with the design details submitted
- ii) All materials and design details to match existing
- iii) Windows must be finished to match the neighbourhood colour scheme
- iv) Completion and return of the Form of Undertaking
- v) Notification of start date to the VA

**d) 48 Knights Croft/Replacement windows and doors** the application for replacement windows and rear patio doors has been approved subject to the following conditions:

- i) The size of the external opening is not altered
- ii) The design of the window units including the opening lights remains the same as the original as built items
- iii) Frame sections are to the same dimensions as the original items
- iv) All materials to be finished to match the neighbourhood colour scheme
- v) Notification of start date to be given to the VA

There was no objection to the proposal for the bedroom patio doors to be replaced with windows in accordance with the details submitted provided they were installed in the existing opening.

**e) 25 Manor Forstal/Replacement windows and doors** retrospective approval has been granted in accordance with the details submitted

**f) 151 Knights Croft/Replacement windows and facia** the application for replacement windows has been approved subject to the following conditions:

- i) The size of the external opening is not altered
- ii) The design of the window units including the opening lights remains the same as the original as built items
- iii) Frame sections are to the same dimensions as the original items
- iv) All materials to be finished to match the neighbourhood colour scheme
- v) Notification of start date to be given to the VA

There was no objection to the proposal to replace the facia on the condition that it is replaced in line with the neighbourhood colour scheme.

## 6. VA MATTERS

**a) Charity clothing bank installation** there was no objection to the installation of a charity clothing bank on the condition that it can be located alongside the current recycling facilities in the Pavilion car park. PY to investigate the existing hard standing.

## 7. BREACHES to be circulated at a later date, prior to the next meeting

## 8. RESIDENTS SOCIETY MATTERS

**a) Chapel Wood RS/Alternative door colour** the application to add grey as an additional colour for front doors was approved in accordance with the details submitted

**b) Knights Croft RS/Installation of handrail** the application to install a handrail adjacent to 91 Knights Croft was approved in accordance with the details submitted. It was requested that the handrail was finished in black so that any further such installations would all be the same colour. It was also suggested that reflectors be attached to each end of the rail.

**c) Caling Croft RS/Proposed tree works** JA and PY to arrange site visit to discuss

**d) Punch Croft RS/Unapproved tree works** PY to inspect and advise

**e) Knights Croft RS/Alternative front door style** the application to include the, already approved, alternative front door was approved in accordance with the information submitted and subject to the following conditions:

- i) The size of the external opening is not altered
- ii) There is a central spline below the centre rail with an identical solid panel each side of it. Above the centre rail there is a central spline with equal glazed panels either side.
- iii) Glazing should be plain obscured glass (not leaded, squared or patterned)
- iv) Frame sections are the same dimensions as the original items
- v) All materials to be finished to match the approved neighbourhood colour scheme which in this instance is **White**
- vi) This only applies to **BOVIS** style houses

**f) Knights Croft RS/Proposed tree work** JA supported the proposed plan for long term management of the trees and so the tree management plan was approved in accordance with the details submitted.

## 9. VILLAGE CENTRE

## 10 OTHER BUSINESS

- a) Approved front doors** the issue of which doors have been approved on each neighbourhood was raised. It has become apparent that there are many inconsistencies throughout the village. For example, several of the SPAN bungalows on Knights Croft were given approval to install the BOVIS approved front door. Producing a comprehensive document of what are acceptable doors is not going to be an easy task. SC suggested creating a document which grouped similar doors together simplified the images so that the glass and colours were removed to try and reduce confusion.
- b) RSLO forum worksheet** it was agreed to have a meeting on Tuesday 1<sup>st</sup> February to discuss the worksheet so that responses can be fed back to the next forum on 11<sup>th</sup> February. OM to send worksheet to PY
- c) Design Guidance rota** AC volunteered to host the February session and TV has volunteered for March, July and September. The remaining dates still need to be filled. AF advised that she was unavailable for the April session.
- d) Amenity Committee Chair** JA advised that when he stood down from CoM, he also resigned as Chair of the Amenity Committee. JA then proposed AF be elected as Chair, all approved. **It should therefore be noted that Alex Franklin is the Chair of the Amenity Committee, effective immediately.**
- e) CoM Liaison** SC raised the point about the CoM liaison and the fact that CoM had suggested him as the liaison because he is already a member of both CoM and the Amenity committee. AF stated that she was happy to attend meetings to feed back. OM to speak to the Chair and let him know.
- f) Finger Signs** the remedial works are in progress and a report will be prepared once a decision has been made regrading what is both required and highways compliant
- g) EVCP** OM asked to circulate the plans / approval for the KCC scheme to install EVCPs at the Village Hall and Pavilion car park

11. NEXT MEETING: 1<sup>st</sup> March 2022