

NEW ASH GREEN VILLAGE ASSOCIATION LTD

Registered Office: Centre Road, New Ash Green, Longfield, Kent DA3 8HH
Registered company number 00916654

Meeting of the Council of Management of the New Ash Green Village Association Limited

Date: 16 February 2022

Time: 1930

Location: Pavilion Sports Bar

Present: Bruce Clarke – BC
Cameron Clark – CC
Simon Cornelius – SiC
Muriel Galinis – MG
Dean Gorton – DG
Duncan Mackway-Jones – DMJ
Ray Viney - RV

In attendance:

Apologies: Terry Vivian
Dick Joel
Stephanie Clarke

Matters Discussed

Action

1 – Hardlands

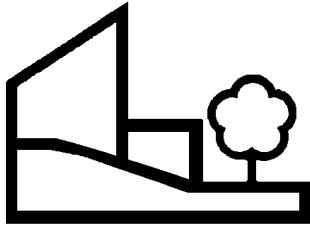
DMJ reported that the lighting within the village needs considerable work to get it to where it needs to be. DMJ gave the example that some lights have been changed to LEDs but we do not know which ones without actually going and inspecting each. DMJ explained that if we replaced all lights with LEDs, the usage cost would be reduced by c.50%. DMJ reported that it is necessary to undertake an audit of all of the lights in the village (c.950 in total). Ideally each light needs to be identifiable by some means (such as a number) and an audit completed to confirm the current condition, bulb installed etc; this would also make it easier for residents when reporting problems with the lights to identify them. It was agreed that DMJ would arrange for the lights within the village to be numbered so that they were easily identifiable.

DMJ

DMJ reported that a tender process for the maintenance of the lights in the village was being prepared as the previous arrangements had not been reviewed for a number of years.

DMJ

DMJ confirmed that repairs to pathways are currently being handled by Manions. The repair to the pathway on Capelands



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has been completed. Knights Croft have applied to extend the drainage ditch in front of number 169 and will be bearing the cost.

DMJ reported he is currently working on replacing the barriers in the village that were beyond repair and is awaiting comparative costs.

DMJ reported that the initial invoice for the finger signs (for the works that were not erroneous and had previously been agreed should be paid had been passed to MG for payment. SiC commented that he had a contact at a sign manufacture which had been used by the Pavilion who may be a useful contact. SiC confirmed he would pass the details on to DMJ.

SiC

DMJ reported that he was currently working on a process for installing power supplies to residents' garages. It was agreed that a policy for this was needed to ensure that everyone who wanted a power supply to their garage knew the process and requirements; as well as ensuring transparency (i.e. that everyone was treated the same). A policy would be prepared in draft and approved by CoM.

DMJ

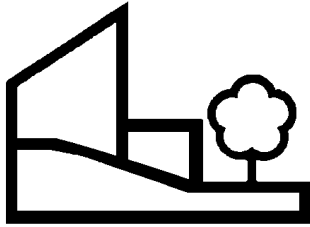
It was noted that Terry Vivien was not very well at all and everyone expressed their sympathies. It was agreed that some flowers would be sent to Terry's wife and a card would be signed for Terry in due course. Whilst Terry was unwell, DMJ would be taking the lead on Hardlands matters.

2 – Finances

MG reported that the management accounts have been circulated to COM and these were of particular importance to all budget holders; but in particular DMJ, StC and the Office as they were the largest budget holders. MG has been liaising with John Cardnell regarding various points that he needs for the work he completes. MG picked up on DMJ's comments concerning the lighting noting that the high energy costs have been reviewed and it is clearly necessary that these need to be reduced.

MG also noted that a new photocopier lease was needed as the current one is not suitable. The terms of the lease are based on significantly more copies than are actually produced. This was a lease entered into some time ago and it appears that without meeting the termination conditions in the lease, there is no ability to change.

MG reminded everyone present that John Cardnell is retiring at the end of March 2022 but he is staying on as a consultant at Berringers with special responsibility for the VA and the Pavilion.



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He will be handing over responsibility for the VA and the Pavilion to Alice, who joined us at the AGM.

3 - Pavilion

MG reported that the Pavilion was, financially, in a very good position (the best it had been for some time). DG commented that during the last couple of months of 2021 the Pavilion had had the best ever monthly takings. It was anticipated that the overall yearly takings, from April 2021 onward, would be the best recorded.

MG reported that the Pavilion has put money aside within its budgets with a view to making a repayment to the VA of the debt owed. However, the sum that would be repaid (assuming it was possible) was to be determined as there were still two months of the year to get through.

SB referred to the grant of £18,000 made each year by the VA to the Pavilion and asked if it could be called anything other than a 'Sports Grant'. MG explained that this is what it is and explained that the money is used by the Pavilion towards the costs of providing the sports facilities (for example, the maintenance of the changing rooms). It was agreed that a document should be produced that explains the Sports Grant and how the debt to the VA arose as these are matters that keep coming up around the village. It was agreed that MG and DG would help provide the information for this as they had it to hand. SiC agreed to produce this.

MG, DG and SiC

4 – Millfield Lane Parking Update

CC reported that there is a meeting this coming Friday to open the tenders for the electric car charging points. CC confirmed that he would summarise the results and forward them on Friday following the tender opening.

CC

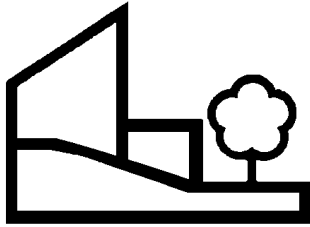
CC reported that the tenders for the construction of the parking bays should be received in March, and these will be reviewed using the same procedure for deciding who to undertake the works.

The groundwork, including the work required to the trees, has already been completed.

5 – Communications

CC reported that DG had produced a proposal for using Mailchimp for our mailing list. DG confirmed that there is a cost involved of £8.00 per month. It was agreed the cost was nominal

DG



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and DG should set up the mailing list. DG will advise when it is ready.

CC reported that two persons had expressed an interest in helping where they can. This was discussed and it was agreed that it was necessary to embrace any enthusiasm to help but, at the same time, make sure that there is a role for those persons otherwise there was a risk of having a large committee for no reason. Concerns were also raised about bringing people on board at a point when work was being undertaken and it was in its infancy (particularly with regard to IT) as there was a risk of 'drafting by committee' when ideally one person needed to focus on getting the ball rolling and then bringing others in shortly. It was agreed that those who had expressed an interest would be borne in mind and brought on board at an appropriate time bearing in mind their skill sets.

6 – Residents' Society Liaison Officer

SB reported that the last forum had been held on a Friday and it was clear that Friday was not a good night to have a meeting, There were 21 attendees, with 5 apologies, compared with 31 attendees at the previous meeting. SB reported that a lot of comments had been made that there had not been much progress since the previous meeting. BC asked for examples and SB referred to comments being made regarding the nonattendance of Residents' Societies at the CoM meetings they were invited to due in part to a lack of communication. One of the suggestions to improve communication was if each Resident Society had its own NAGVAL email address.

DG explained that it is possible to set up an email address for each Residents' Society and/or the relevant positions within it; but this is a lot of work and does not happen easily. There will also be a cost implication and thought will need to be given to a number of 'back end' matters such as security, support etc. DG confirmed he will give this some further thought.

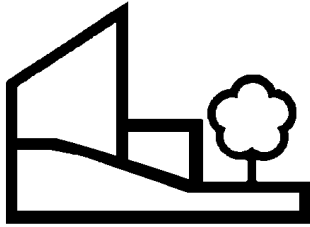
DG

SB commented that several people appeared to be aware that BC had offered his resignation and it was agreed that a communication should be sent out clearing up the situation. SC offered to draft this for BC's approval.

SC

7 – The Office

RV has begun the process of undertaking his review of the Office and what can be done to improve functionality. RV reported that he anticipated he would need three months to undertake the review fully.



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A number of particular points were discussed which remain confidential. It was agreed that whilst CoM would update the Residents' Societies on the progress of the review, due to the confidential matters that would arise the 'nitty gritty' would not be published.

The meeting concluded at 2250.