

NEW ASH GREEN VILLAGE ASSOCIATION LIMITED
 Meeting of the **AMENITY COMMITTEE** held
 On **TUESDAY 20TH DECEMBER 2022 at 8.00pm at the Pavilion**

Present: Alex Franklin - Chair
 Adrian Clark
 Louise Walsh
 Paul Yeoman
 Paul Campion

Attendance: **Jo McGarvey – Office Manager**

1. **APOLOGIES** were received from Terry Vivian
2. **MINUTES** of the meeting held on 8th November 2022 were agreed and signed as a correct record.
3. **MATTERS ARISING**
 - a) **Woodland Management Plan** the Woodland Management plan has been completed, approved, submitted to the Forestry Commission, accepted and passed to the local woodland officer for approval
 - b) **91 Punch Croft/Unapproved front doors** after further research and discussion, it was agreed that all residents would be written to advising them of the breach front doors but that no action would be taken at this time. They would also be advised that at such time that the door needs replacing, they should install the SPAN door and side panel. Alex will provide a list of all houses on Punch Croft with breach front doors to ensure that no one is missed. It is then planned that the committee will address breach front doors one neighbourhood at a time. It was also suggested that a reminder about replacement doors and windows is added to the next village wide mailing
 - c) **Over Minnis RS/Unapproved tree work** the Society advised that they have commissioned a full tree survey / management plan and will forward the report and plans for replanting in due course
 - d) **150 Ayelands/Garage extension** scale drawings and full site plans still required
 - e) **10 Manor Forstal/Replacement boundary fence** awaiting further information from resident
4. **EXTENSION AND CONSERVATORIES**
 - a) **26 Colt Stead/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, with the exception of the new 'green' roof
 - 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
 - b) **71 Millfield/Garden room / office** OM to write to request existing / proposed plans, elevations, site plans, materials, rain water removal etc
5. **REPLACEMENT WINDOW AND DOOR UNITS & other Miscellaneous Applications**
 - a) **6 Bowes Wood/Replacement front door** the application for a replacement 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 full panel 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
 - vi) Notification of completed work to be given to the VA
 - b) **23 Seven Acres/Replacement windows** the application for replacement windows was 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

- c) 67 Caling Croft/Replacement windows** approved outside committee 05.12.22
- d) 104 Ayelands/Replacement windows and doors** retrospective approval given 22.11.22
- e) 35 Olivers Mill/Replacement windows and doors** retrospective approval given 14.12.22
- f) 25 Bowes Wood/Replacement garage and personal door** there was no objection to the application to replace the garage door in accordance with the details submitted, provided it is finished to match the neighbourhood colour scheme. The application for consent to be given for a new rear garage personal door was approved in accordance with the following conditions:
 - i) The size of the external opening is not altered
 - ii) The design of the garage personal door remains the same as the original as built item
 - 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
- g) 78 Chapel Wood/Replacement windows and doors** approved outside committee 14.12.22
- h) 25 Ayelands/Replacement windows and doors** retrospective approval given 29.11.22
- i) 126 Colt Stead/Replacement windows and doors** the application for replacement windows and 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) 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.
 - iv) Glazing should be plain obscured glass (not leaded, squared or patterned)
 - v) Frame sections are to the same dimensions as the original items
 - vi) All materials to be finished to match the neighbourhood colour scheme
 - vii) Notification of start date to be given to the VA

6. VA MATTERS

7. BREACHES

- a) 42 Bowes Wood/Unapproved storage container** resident advised that this is due to be removed summer 2023, so it was agreed to review in May / June for possible further action
- b) 101 Manor Forstal/Unapproved lean to** still pending rebuild of conservatory
- c) 44 Westfield/Unapproved EVCP** breach issued 20.12.22
- d) 15 Bowes Wood/Unapproved window** breach issued 20.12.22
- e) 81 Millfield/Unapproved rear fence** on hold pending works being undertaken
- f) 139 Colt Stead/Unapproved front door** site visit to agree suitable replacement. Resident to advise when works will be undertaken
- g) 76 Manor Forstal/Unapproved flue** OM to write to resident to advise of breach and request remedial action
- h) 5-7 Over Minnis/Unapproved heating units** OM to write to request that the units are sympathetically concealed
- i) 136 Knights Croft/Replacement cladding** OM to write to resident to advise that the parapet should be clad in sawn timber (or suitable composite material) in the neighbourhood colour scheme and ask that remedial action is taken
- j) 54 Bowes Wood/Extension guttering** OM to write to request that the resident revised the location of the guttering to ensure it matches the details approved in the extension application. They will also be advised that discharging all rainwater into one soakaway could cause problems in the future
- k) 15 Bowes Wood/Front Door** OM to write to resident advising of incorrect glazing in the front door and ask for remedial action
- l) 36 Over Minnis/Unapproved cladding** OM to investigate original approval and advise committee

8. RESIDENTS SOCIETY MATTERS

- a) Manor Forstal RS/Proposed tree work** awaiting update from Society
- b) Bazes Shaw RS/Replacement bollards** awaiting update from Society
- c) Capelands RS/Change of front door colour scheme** awaiting update from Society
- d) Capelands RS/Proposed planting scheme** after a site visit with Paul, the recommendation to approve the planting scheme in accordance with the details submitted was agreed by the committee
- e) Manor Forstal RS/Proposed lighting enhancement** the application to install an additional bulkhead light was approved in accordance with the details submitted. OM to remind Society that they will bear the cost of the installation and the VA will pick up maintenance and energy costs

9. VILLAGE CENTRE

10. OTHER BUSINESS

a) Covenants, Bylaws & Design Guidance it was agreed to discuss this at the next meeting. All members to review prior to meeting

b) 36 Knights Croft/Unapproved ridge tiles on extension Alex to send photos to OM. OM to write to resident advising of the breach and push for a date for remedial works

c) Alex advised the committee that in spite of an appeal to CoM, Jerry had not been re-elected to the Amenity Committee at the post AGM meeting.

d) Ash House the committee advised that they do not wish to engage with the project at this stage as they feel that there will be a conflict of interest further down the line, when it comes to issuing VA approval. Alex and Adrian also wanted it to be noted that it is not for the VA to tell them what they should be doing, rather, the landowner needs to agree a proposed plan for discussion

e) EVCP OM advised that this project is on hold for now

f) Bowes Wood RS Replanting the committee advised that the society would need to submit plans showing the location and type of planting, which could be considered at a future meeting

11. NEXT MEETING: 31st January 2023