

NEW ASH GREEN VILLAGE ASSOCIATION LIMITEDMeeting of the **AMENITY COMMITTEE** held**On TUESDAY 2nd May 2023 at 8.00pm at the Pavilion Board Room**

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 21st March 2023 were agreed and signed as a correct record
3. **MATTERS ARISING**
 - a) **Punch Croft Front Doors** AF had circulated a document showing all of the incorrect doors on Punch Croft. OM to check records regarding approvals and then write to affected residents advising that the doors are a breach of covenant, and that no further action will be taken at this time, but when the door needs to be replaced, it will revert back to the original design
 - b) **Over Minnis RS/Unapproved tree work** OM to request management plan again
 - c) **156 Knights Croft/Garden office** the application for the garden office has been approved subject to the following conditions:
 - i) the office cannot exceed 3m x 2.5m in size
 - ii) there is a 500mm maintenance gap at the boundary
 - iii) it is positioned lengthways against the rear boundary
 - d) **46-48 Redhill Wood/Replacement drive** the application for a replacement drive was approved in accordance with the details submitted. OM to confirm in writing with RWRS that future driveway replacements should be completed with drive sets or block pavements, in a colour to compliment the bricks of the house.
 - e) **58 Spring Cross/Garden office** Approved outside committee 27.04.23
 - f) **Pavilion/Beer garden** the application for the beer garden has been approved subject to the following conditions:
 - i) the maximum distance from the existing hardstanding is not to exceed 14m
 - ii) the fence should be of a wooden picket design
4. **EXTENSION AND CONSERVATORIES**
 - a) **68 Redhill Wood/Double storey rear extension** the application for a double 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
5. **REPLACEMENT WINDOW AND DOOR UNITS & other Miscellaneous Applications**
 - a) **9 The Mead/Replacement conservatory roof** the application to replace the conservatory roof was approved in accordance with the details submitted on the condition that there are no finials on the conservatory roof.
 - b) **32 Ayelands/Replacement conservatory roof** approved outside committee 24.04.23
 - c) **29 Punch Croft/Replacement windows and doors** retrospective approval has been granted in accordance with the details submitted
 - d) **6 Westfield/Driveway extension** the application to add additional slabs adjacent to the drive was approved in accordance with the details submitted on the condition that the concrete at the end of the existing path is replaced with a slab
 - e) **61 Chapel 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 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

f) 42 Penenden/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 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

g) 107 Bazes Shaw/Replacement windows and doors approved outside committee 18.04.23

h) 143 Bazes Shaw/Solar panels retrospective approval has been granted in accordance with the details submitted

i) 7 Capelands/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 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

j) 60 Redhill Wood/Solar panels the application to install solar panels on the rear aspect of the property was approved in accordance with the details submitted

6. VA MATTERS

a) Replacement barriers the application to change the design of the roadside safety barriers was not approved, as the proposed new barriers are not in keeping with the design principles of the village

b) Alteration to lighting in Redhill Wood the application to change the light at 52 Redhill Wood was considered and the committee confirmed that, although they would prefer to keep this light as a column, as long as the replacement light was of the approved design a bollard would be acceptable

7. BREACHES

a) 42 Bowes Wood/Unapproved storage container

b) 81 Millfield/Unapproved rear fence replacement fence installed, so breach removed

c) 5-7 Over Minnis/Unapproved heating units awaiting further information from PY

d) 21 Punch Croft/Unapproved signage OM to advise resident that the large sign is a breach of covenant and should be removed immediately

e) 10 Spring Cross/Unapproved fence replacement fence installed

f) 32 Spring Cross/Unapproved fence alterations and planting removal OM to write to resident to request remedial works to remove the additional gate, reinstate the fence, and replace planting, otherwise a breach will be issued

g) 40 Chapel Wood/Unapproved gutter replacement breach issued 02.05.23

h) 36 Knights Croft/Unapproved ridge tiles OM to send information to resident regarding correct ridge tile material and advise that cement ends are not acceptable

i) 73 Manor Forstal/Unapproved fascia replacement OM to write to resident and request the fascia is painted black or a breach will be issued

j) 45 Manor Forstal/Unapproved fence site visit to establish height of fence. If fence is over 2m, OM to write to resident and advise that fences over 2m require planning permission and that remedial action should be taken immediately or risk enforcement action from SDC. Update – rear fence is 2.1m

k) 116 Knights Croft/Unapproved cctv VA office to write to resident advising of GDPR breach caused by the cctv cameras. Amenity Committee to write to resident advising of the need to gain approval before alterations are made and that the cameras constitute a breach of covenant

l) 2 Redhill Wood/Unapproved rear access OM to write and advise of the need to gain approval before any alterations are made, advise of the breach of covenant, insist that the single gate is reinstated and the planting on RWRS land is also reinstated

8. RESIDENTS SOCIETY MATTERS

- a) Manor Forstal RS/Proposed tree work** OM to request replanting proposals again
- b) Spring Cross RS/Proposed lighting enhancement** the application to install 2 additional bollard lights was approved in accordance with the details submitted
- c) Olivers Mill RS/Alteration to amenity land** site visit and more information required before a decision can be made

9. VILLAGE CENTRE

10 OTHER BUSINESS

- a) Should the office be able to approve solar panel applications** it was agreed that standard solar panel applications could be approved by the office and added to the agenda for noting
- b) approvals process** it was agreed that the office would act in a similar capacity to the validation office at SDC. A checklist of required information will be created and application details marked against it. If there is anything missing the application will be returned to the resident with a request for the missing details. This should ensure that only complete applications are presented to the Amenity Committee and thus, speeding up the approvals process.
- c) 15 Manor Forstal/Replacement fence** it was noted that the fence had been replaced, along with one of the corner walls, most likely due to wall failure.
- d) Memorial bench** it was noted that the Woodlands Group had been approached about placing a memorial bench in the orchard. While the Woodland Group were happy to have a very natural log type bench, they felt that anything more modern, might be better positioned on the meadow. The comments were noted and will be considered alongside any future application
- e) Missing meadow bench** a resident has suggested installing a very robust picnic style bench to replace the one that was vandalised. They also suggested that they would be willing to make a financial contribution. The committee agreed in principle but would await a formal application

11. NEXT MEETING: 20th June 2023