

NEW ASH GREEN VILLAGE ASSOCIATION LTD

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

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

Date: 13th August 2024
Location: Pavilion Meeting Room
Present: Dean Gorton (DG)
Duncan Mackway-Jones (DMJ)
Muriel Galinis (MG)
Bob Ashford (BA)
Sharon Brine (SB)
Jules Bass (JB)
Cameron Clark (CC)
Alex Franklin (AF)
Simon Cornelius (SCo) from 8.15pm

In Attendance: Jo McGarvey (JM)

Apologies: Stephanie Clarke (SC)
Terry Vivian

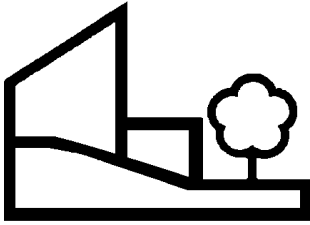
Meeting Commenced at 8.05pm

1. **Approval Required** – Approval of previous minutes:
 - a) **Approved** - Approval of CoM minutes of 17th July 2024
2. **MINUTE** – Actions Discharged from previous meetings. Register of actions, items proposed closed
Actions closed: 74, 83, 89
3. **Minute** – Finance, Balance, Arrears & Q2 Management accounts. MG confirmed account balances as:
 - a) Current Account £74,395.20
 - b) Insurance Account £1.61
 - c) Capital Account £108,577.57

The Q2 management accounts had been circulated and although there were a couple of queries, there was nothing that altered the bottom line. DMJ queried the Hardland lighting repairs. MG explained that there was an allowance made for the June invoice which hadn't been received when the accounts were audited. The subsequent credit for the May invoice didn't arrive until after the audit, so this wouldn't show on the accounts until Q3.

MG advised that she had received capital requests for the village hall for £11,730, the tennis courts, and Greenland's training related to the pitch improvements, which will be discussed in the budget meeting.

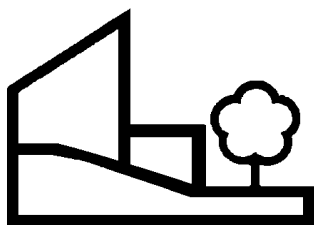
4. **ADVICE REQUIRED** – CoM members asked to review VA bank statement to confirm funds used to temporarily pay Pavilion staff during Santander banking issue have been returned. These were noted and all members were satisfied that the correct funds had been returned.
5. **MINUTE** – (JM) Hannelie Bauer will be joining the office on a full-time basis from Monday 19th August



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6. **MINUTE** – (DG) CoM was previously informed that the VA office and VA solicitors have both received threats of a court injunction from Ms Boniface concerning the picket fence around the benches at the Pavilion, claiming it is prohibitive because the sports field is 'Common Land'. The VA office has checked with Kent County Council and it is not 'Common Land'.
A further email was received from the SDC senior planning enforcement officer today, as there has been a further complaint.
DG advised that he had provided evidence and as per a point in the planning regulations, the fence was not visible from the public highway and therefore permitted. SDC are satisfied and no further action is being taken.
7. **MINUTE** – (DG) Sevenoaks District Council's senior enforcement office contacted the VA following a complaint from a resident that the Pavilion building is operating outside its permitted planning consent. i.e it is open to the public and not a private members only club, and regarding its opening hours. Evidence was provided to the SDC planning enforcement to support when these changes were made and SDC confirmed no further action is being pursued.
8. **MINUTE** – (DG) Court action - VA vs John Frankland for unpaid fees - Case K04ZA294 will be heard 10am on 23rd Aug at the Strand Royal Courts of Justice in London.
9. **MINUTE** – (DG) Court action - John Frankland vs VA – Black Lion Pétanque Courts – VA agreed to allow this matter to be merged with above case K04ZA294 as a counterclaim to reduce costs, but resident didn't take this forward.
10. **ADVICE REQUIRED** – (Office update) 148 Bazes Shaw removed their rear fence, removed the VA footpath and extended their property boundary. Resident was asked to remedy the matter by the 31st July. Further inspection has shown that a new patio has now been laid up to the new extended boundary. It was agreed that the Amenity committee would put a breach on the property at the next meeting on 3rd September. It was agreed the VA should take legal action go to get a court order to have the fence and footpath reinstated. It was agreed to get a quote for the footpath to be reinstated, the resident being responsible for the fence. I was also agreed to check for a mortgage on the property and send a letter to the lender.
ACTION – JM to get mortgage details and draft a letter
11. **UPDATE** – Rugby Club legal action & other confidential legal matters
A confidential update was given.
12. **ADVICE REQUIRED** – (AF) Enforcement of breaches. Details of current issues circulated to CoM in May. BA addressed the recent breaches recorded on Lambardes. OM to take the information to the next Amenity Committee meeting. Options were discussed for enforcing more serious breaches, which include; taking residents to the small claims court, registering the breach with the land registry, or seeking legal advice before proceeding. It was agreed that out of the more serious breaches 21RW's unapproved windows, the Amenity Committee would prepare a statement of events which could be passed to our Solicitors for advice on the best course of action. With regards to the breach at 15BW, OM to check what SDC planning committee approved, for possible enforcement action by them. It was agreed that papers would be put together for the other serious breaches
ACTION – JM to prepare statement of events in respect of 21RW
ACTION – JM to check planning portal in respect of 15BW and report back to Amenity Committee



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ACTION – JM to compile paperwork for Amenity Committee

13. **DECISION REQUIRED** – (DMJ) ACRPC Meet the reps event 14th September 1pm-3pm. DMJ and CC are available to represent the VA at this event. SB advised that if her prior engagement finished in time, that she would also attend.

14. **ADVICE REQUIRED** – (DG) SDC Cllr Lindop has requested VA approval for the installation of two UK road warning signs either side of the cross between Punch croft and The Wents. This is to support a Slow sign being considered. CoM agreed in principle to the warning signs but an application would need to be submitted to the Amenity Committee for the northern side of the road. It was pointed out that the land on the southern side was owned by Manor Gardens and SDC would need to approach them.

ACTION – JM to submit application to the Amenity Committee

15. **DECISION REQUIRED** - (DMJ) ACRPC Speed indicator maintenance and relocation. CoM agreed in principle that the Greenland team could undertake the regular maintenance. DMJ to confirm the maintenance requirements with ACRPC. It was noted that an application for new signage would need to be made to the Amenity Committee.

ACTION – JM to submit application to the Amenity Committee

16. **UPDATE on our Strategic Priorities**

1. EMCO Triangle and general pitch improvements and fortifications. SB advised that the FA had visited and taken samples, which suggested that this area wasn't in too bad a condition and could be considered as part of the grant for the sports field project. SB went on to detail the projected costs as follows:

Funding: The Football Foundation will provide funding on a sliding scale over the course of six years –

Year 1: £16,640.00 (100%)

Year 2: £16,640.00 (100%)

Year 3: £11,093.39 (67%) with an applicant contribution of £5,546.61

Year 4: £11,093.39 (67%) with an applicant contribution of £5,546.61

Year 5: £5,546.78 (33%/o) with an applicant contribution of £11,093.22

Year 6: £5,546.78 (33%) with an applicant contribution of £11,093.22

Total: £99,840.00 with an applicant contribution of £33,279.67 (67%)

After some discussion, members agreed in principle and await contracts for review

2. Public EV fast charging points in Village Pavilion Car Park & marking out of car park. CC advised that we are awaiting sight of the full agreement before final approval can be given

3. Creation of 3G Pitch. SB advised that no further progress can be made until the location has been agreed.

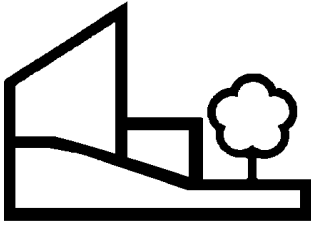
4. Redevelopment of outdoor gym area. This item was pushed to the next meeting due to time constraints

5. Opening Tennis Courts for residents/public usage. SB gave the following report:

Shortly before my (SB) meeting, the tennis club considered that one option may be to return the courts to the VA for maintenance, so this has become a timely intervention.

The objective is to bring the courts back into VA management to allow all village residents to hire them while still growing the tennis club.

Currently, the court surface is being affected by nearby tree roots, making the potential



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relocation of the tennis courts the preferred option.

While the relocation of the tennis courts is still up for discussion, we should consider getting the existing courts operational with the minimum financial and time investment.

The Lawn Tennis Association (LTA) recommends a software entrance and payment system that will handle all bookings, manage payments, provide changing gate codes, and, if we were to have them, operate the floodlights. This booking system is in partnership with the LTA and other sports organizations, including the FA & Football Foundation.

This system can handle the booking, entry, and floodlights of tennis courts, pitch bookings, and the 4G cage.

It would also be prudent at this stage to double-mark at least one of the courts for Padal, which is a higher income-generating sport and the fastest-growing sport in the UK.

Padal, along with tennis, is also attracting a good array of grants. The only thing we would need to carry out is a morning check as on occasions, glasses and litter is thrown over from the Pavilion.

This I would suggest is done by a member of GREENLANDS staff maybe while the vehicles are being loaded up.

Costs -

The software costs £90 per month, although there could be a reduction in the contribution paid by the LTA, depending on the tennis club.

The entry system, which would be controlled by CIA Security, would be in the region of £2,500 + VAT to install gate hardware with a floodlight operational facility and a maintenance contract of approximately £550 plus maintenance, etc.

There would also be costs associated with surface marking and nets. It would be in everyone's best interest to work alongside the tennis club to help develop and grow their membership, similar to our approach with football and rugby, by imposing an annual charge or similar setup.

CoM members agreed in principle with Sb advising that she is meeting the Tennis Club next weeks for further discussions.

17. UPDATE on our Operational Priorities

6. Risk Assessments review - This item was pushed to the next meeting due to time constraints
7. Village Hall Roof - This item was pushed to the next meeting due to time constraints
8. Street Manager - This item was pushed to the next meeting due to time constraints
9. Digitise office archive - This item was pushed to the next meeting due to time constraints

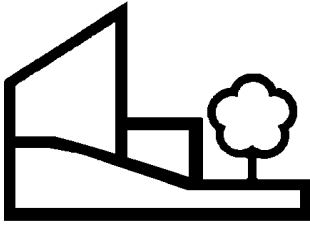
18. UPDATE - (DMJ) – Various Hardlands

a) Lighting

- Awaiting updated quote from Cabletest – 50 Redhill Wood - replacement bollard
- Awaiting quote from Cabletest – 104 Millfield - replacement head
- Complaint in progress – Lambardes
- Village Hall internal lighting – Supplier required as Cable Test cannot undertake these kind of repairs
- Awaiting quote from Cabletest, Village Hall – External Column needs new supply
- Review of Cabletest work thus far

b) Village Hall

- Surfacing of carpark – Quotes requested from Ash Paving, LMB & ACL



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- Wall – Ideal Building & Innovative Improvements supplying re-quotes as requested by Insurance Company
- c) Barriers
 - Olivers Mill Insurance Claim – Remains of old barrier removed by Manions, insurance claim update: JM to contact TP insurers for repairs / payment
 - Spring Cross replacement – Awaiting Amenity response.
- d) Play Parks
 - Repairs Completed to Colt Stead, Caling Croft, Lambardes
 - Roundabout on Lambardes is still TBA.
 - Closure of Olivers Mill play area
- e) Drains
 - Pavilion Car Park Drains completed
 - Punch Croft/Ash Road entrance drain completed
 - Awaiting CCTV survey for the above.

19. Any Other Business

- a) Open Tickets on Zendesk (DMJ) - This item was pushed to the next meeting due to time constraints
 - Soakaways on VA Land OMRS
 - Village Hall Toilets – NAGARA
- b) Amenity Matters - This item was pushed to the next meeting due to time constraints
 - VA Barriers – JM to advise DMJ of Amenity Committee comments re the new barrier design
 - Caternary Cable – Garage 20 Penenden

JM left meeting at 21:50

20. Other Confidential matters.

- a) **Minute** – It was noted that JM had resigned as a Director of the New Ash Green Sports Pavilion Ltd.

21. Dates of next meetings:

- Tuesday 17th September 2024 - 8pm
- Monday 14th October 2024 - 8pm (CoM Only Budgets)
- Wednesday 13th November 2024 - 8pm
- AGM Wednesday 20th November 2024 - 8pm (ALL)
- Tuesday 10th December 2024 - 8pm

Meeting Closed at 22:30