

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: 17th September 2024
Location: Pavilion Meeting Room
Present: Dean Gorton (DG)
Duncan Mackway-Jones (DMJ)
Bob Ashford (BA)
Sharon Brine (SB)
Jules Bass (JB) from 8.10pm
Cameron Clark (CC)
Simon Cornelius (SCo)

In Attendance: Jo McGarvey (JM)
Hannelie Bauer

Apologies: Alex Franklin
Muriel Galinis
Stephanie Clarke
Terry Vivian

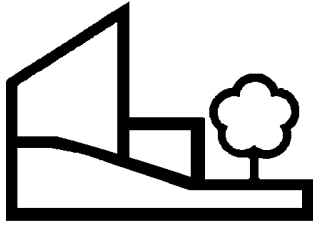
Meeting Commenced at 8.05pm

- Approval Required** – Approval of previous minutes:
 - Approved** - Approval of CoM minutes of 13th August 2024
- MINUTE** – Actions Discharged from previous meetings. Register of actions, items proposed closed
Actions closed: 226, 231, 204, 210, 221, 227, 229, 244, 245, 246, 248, 249, 250
- Minute** – Finance, Balance, Arrears, 2025 budget update. JM confirmed account balances as:
 - Current Account £47,322.08
 - Insurance Account £1.61
 - Capital Account £108,669.79

Date	Overdue Aged Debtors Balance	Current Credit Balance	Current Aged Debtors Balance	# of outstanding properties that owe for previous years
31/12/2023	£127,347.30	-£21,172.02		927
31/08/2024	£108,179.41	-£24,832.44	£ 91,631.36	619

The budget update was pushed to the next meeting, as this could not be discussed in MG's absence.

- MINUTE** – (DG) NAGVAL vs Mr J Frankland – Case K04ZA294 concerning the nonpayment of contributions to the VA was heard before Deputy District Judge Campbell on the 23rd August at the Royal Courts on Justice on the Strand. Mr Frankland was ordered to pay claimed contributions within 14 days. DDJ Campbell did not accept there was a car park licence due.



NEW ASH GREEN VILLAGE ASSOCIATION LTD

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

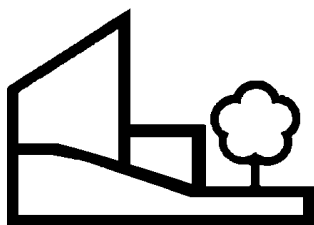
5. **MINUTE** – (DG) Mr J Frankland vs NAGVAL – Case K4QZ8E96 being heard on 27th September 2024, Claim for parking at Black lion
6. **DECISION REQUIRED** – (JM) Use of the sportsfield
 - a) The Junior Football Club have asked to use the sportsfield on June 21st and 22nd 2025 for their annual football tournament. SB expressed concern over such heavy usage of the sportsfield over two consecutive weekends and the effect this would have on the regeneration project. It was agreed to speak to the contractors regarding the planned works. The event was approved by CoM, subject to the usual risk assessments and insurances.
 - b) NAG Social have requested to use the sportsfield for Village Day on 28th June 2025. DG, SB & BA declared an interest and took no part in the vote. The event was approved by CoM, subject to the usual risk assessments and insurances.

ACTION – JM to write to Football Club and NAG Social
7. **DECISION REQUIRED** – (JM) Christmas opening / cover. It was agreed that, as in previous years, the office will close to the public at 4pm on Christmas eve and re-open at 9am on 2nd January. One of the office staff will provide cover from home to ensure that any urgent matters can be dealt with over the Christmas break.
8. **ADVICE REQUIRED** – (DMJ) Accessibility on paths and crossings across the village. Subsequent to another incident on a damaged RS footpath, DMJ asked for suggestions on how to deal with accessibility issues around the village. It was noted that many footpaths and crossings are inaccessible for restricted mobility residents and those with pushchairs. It was suggested that a policy / process is put in place to share with the Residents Societies. SCo suggested that this guidance could be provided by the Amenity Committee. DG questioned whether we should be retrospectively be creating disabled access around the village. It was agreed that each neighbourhood, and VA paths, be checked for access and provide a report of specific areas which need to be made accessible so that the relevant RS can undertake works at such time as repairs are required. SB queried whether this could be undertaken as part of the VA Surveyor role. DG suggested that it would be preferable if the Amenity Committee could undertake this project as part of their volunteer role. DG noted that it was important that this project is an impact statement and not an acceptance of responsibility.

ACTION – JM to speak to the Amenity Committee outside of the regular meetings to discuss, and keep the action open

ACTION – CC to look into grant funding for disability access
9. **DECISION REQUIRED** – (DG) NAG Social have formally requested to use the Meadow for the annual fireworks display on Saturday 2nd November. Insurance and risk assessments to follow, as in previous years. DG, JB & BA declared an interest and took no part in the vote. The remainder of CoM approved this request, subject to the usual risk assessments, plan and insurances.

ACTION – JM to write to NAG Social
10. **DECISION REQUIRED** – (CC) Solar farm proposal by Evolution Power – Exhibition report attached, Decision on next steps. DMJ suggested that we invite Evolution Power to come and talk to CoM and the AGM in November was raised as a possible date. DMJ also suggested that we use Survey Monkey as a way to assess the opinions of the residents. It was agreed to continue to monitor progress.



NEW ASH GREEN VILLAGE ASSOCIATION LTD

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

ACTION – CC & SCo to create a document to go out with the next round of quarterly invoices

ACTION – CC & SCo to create the online survey and material for online circulation

11. **DECISION REQUIRED** – (CC) Strategic priority: Public EV fast charging points in Village Pavilion car park
Decision on lease v. licence. A discussion around the email considered the questions raised and the following points were noted. The Pavilion car park is owned by the VA and there is no licence in place between the VA and NAGSPL. NAGSPL is 100% owned by the VA so no lease / licence is required. If the VA is the freeholder of the relevant land, with no sublease, can the VA rely on paragraph 3(7) of the Memorandum to grant a lease to Believ. That says, the objects of the VA include "the disposal of a lease for a term of years certain of the Sports Pavilion and the associated Sports Field situated at New Ash Green bounded by the Landscape Depot, Punch Croft Road, Punch Croft neighbourhood, Knights Croft neighbourhood, Redhill Road and Ash Road". Although designed to allow the grant of the lease to NAGSPL, the wording appears to be sufficiently broad to allow the grant of a lease of all or part of the defined area, which includes the car park, to anyone. DG advised that we would need to seek legal advice regarding potential benefits of a lease over a licence, and that we would need to see a draft lease / licence before a decision could be made.

ACTION – CC to contact Believ regarding the draft document

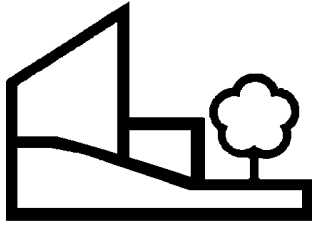
12. **UPDATE** – (CC) Planning

- a) Oast House Nursery – both planning appeals allowed. The VA's objections to these applications were ignored and both applications were approved at appeal
- b) Ash House – The VA and Parish Council objected to the original application to convert the building to residential use and this application was withdrawn before a decision was made by SDC. A notification of change of use was then granted by SDC, and an application for changes to the windows and doors was made. DG queried this application with SDC and they confirmed that this had been approved. A new planning application regarding additional openings in the building has been submitted. CC advised that there are no grounds for objection at this stage.

13. **UPDATE** – (JM) Kyle and Hannelie's training is ongoing. They are now both becoming very competent at all aspects of house transfers, the finance, lighting and greenland processes. Kyle has also started learning the amenity processes, and Hannelie will be covering this in the coming weeks. Hannelie and Kyle both have access to the bank account, and while Kyle now has access to the direct debit software, I was waiting to make sure Hannelie's Lloyds access was set up before adding her to the system. DG asked for the office to put together a list of any issues / concerns with Zendesk

14. **UPDATE on our Strategic Priorities**

1. EMCO Triangle and general pitch improvements and fortifications – SB advised that the Land Registry information was incomplete and urgent. JM to provide full details. The triangle needs clearing. A meeting was suggested with DG, SB and PY to go through what work needs completing. Once the Land Registry information has been received the draft contract will be sent over for review.
2. Public EV fast charging points in Village Pavilion Car Park & marking out of car park – As per agenda item 11.
3. Creation of 3G Pitch – SB advised that the trees surrounding the courts will need to be removed as they are damaging the playing surface. SB stated that the relocation of the tennis courts and subsequent 3G pitch would not fit in the current available space and suggested that the tennis courts be relocated to the edge of the field closest to Butler's Place, the 3G pitch adjacent, which



NEW ASH GREEN VILLAGE ASSOCIATION LTD

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

would require the outdoor gym and play area to be moved. The suggested new location for the play area and new basketball ring was at the other side of the seating area towards the pétanque pistes. DMJ queried the potential costs of relocating the play area. More research is required.

ACTION – DG to draw up new plans

ACTION – HB to pass surveyor's details to DG

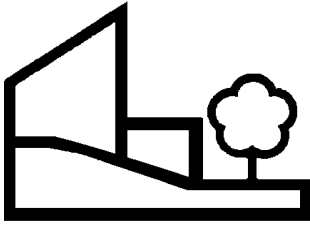
4. Redevelopment of outdoor gym area – covered under item 3
5. Opening Tennis Courts for residents/public usage – covered under item 3

15. UPDATE on our Operational Priorities

6. Risk Assessments review – PY has now sent the required information to DMJ to enable work to be started on the review
7. Village Hall Roof – BA advised that the roof repairs have now been completed which should last for 2 to 3 years, which will allow time to secure funding for a replacement roof. It was agreed to move this item to 'Strategic Priorities' moving forward. SCo queried a village hall price increase and JM advised that a proposal had been sent to MG for consideration in the 2025 budget.
ACTION – JM to circulate price increase proposal to CoM
8. Street Manager – DMJ advised that Louise has been making significant progress and fines are now being issued where appropriate
9. Digitise office archive.

16. UPDATE - (DMJ) – Various Hardlands – Due to time constraints, it was agreed that CoM members would review these items outside of the meeting

- 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 – need a supplier??
 - 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
 - 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?
 - 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.



NEW ASH GREEN VILLAGE ASSOCIATION LTD

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

17. Any Other Business

- a) Open Tickets on Zendesk (DMJ) – these items have now been cleared
 - Soakaways on VA Land OMRS
 - Village Hall Toilets – NAGARA
- b) Amenity Matters
 - VA Barriers – pending a meeting between DMJ and the Amenity Committee to agree a suitable replacement
 - Caternary Cable – Garage 21 Penenden – to be added to the list of serious breaches

ACTION – JM to create a log of serious breaches to be circulated monthly with the register of actions

- c) 'Slow' warning signs – Sco queried why the sign couldn't be placed at the entrance to Knights Croft. DG advised that signs had to be within a certain distance of the hazard and that KCC had only pledged support for the road markings at the Wents / Punch Croft crossing. It was noted that the SDC Councillors application for the warning sign has been approved by the Aenity Committee.
- d) Actions register item 188 regarding parking on Punch Croft was transferred from SB to DMJ. SB advised that these issues could be prevented by having service agreements in place with the sports clubs. Other solutions for the parking issues should be presented at the next suitable CoM meeting.
- e) Actions Register item 184 – SB advised that for the works to move forward on the sportsfield regeneration project, the Football Club would need to enter into a service agreement as soon as possible
- f) 21RW – Possible legal action – CoM members to review the information circulated on 9th September and agree next steps

18. Other Confidential matters.

19. Dates of next meetings:

- 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