

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: 10th December 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)

In Attendance: Jo McGarvey (JM)

Apologies: Stephanie Clarke
Simon Cornelius

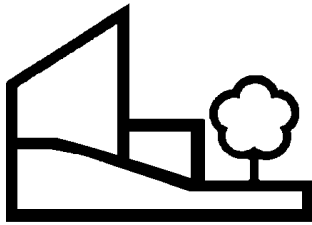
Meeting Commenced at 8.12pm

1. **Approval Required** – Approval of previous minutes:
 - a) **Approved** - Approval of CoM minutes of 11th November 2024
2. **MINUTE** – Actions Discharged from previous meetings. Items proposed closed – 268, 269, 273, 252, 263, 264, 265, 271, 272
3. **Minute** – Finance, Balance, Arrears. MG confirmed account balances as:
 - a) Current Account £76,069.53
 - b) FA Grant Account £15,299.68
 - c) Capital Account £108,940.95

Date	Overdue Aged Debtors Balance	Current Credit Balance	Current Aged Debtors Balance	# of outstanding properties that owe for previous quarters
31/12/2023	£127,347.30	-£21,172.02		927
29/09/24	£94,660.84	-£29,441.55	£66,775.88	514
30/09/24	£156,228.92	-£16,157.28	£127,294.47	1,394
31/10/24	£119,037.11	-£18,037.52	£107,112.03	778
30/11/24	£106,267.84	-£21,478.68	£80,196.30	633

MG gave a confidential overview of the VA's legal expenditure and recoveries to date.

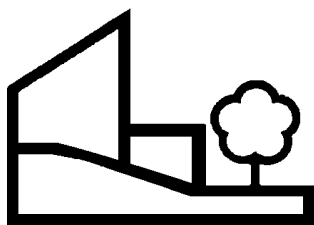
4. **MINUTE** – FA Grant money of £16,640.00 was received on 6th December and is being held in what was the insurance account. Payments of £142 and £1,200 have gone out of this account for the level 1 Football Ground Maintenance course and first Vertidrain works.



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5. **UPDATE – Action 252: (JM)** Disabled access project – at the most recent Amenity Committee meeting on 26th November, this was discussed and the Committee felt that the Hardlands Director should take on the responsibility of arranging the inspection of the footpaths and the Committee would be happy to look at what has been proposed and make any recommendations. DMJ queried how to get RSs to upgrade footpaths to increase access for limited mobility residents if the Amenity Committee didn't undertake the survey. AF responded that it would be a potential conflict if the committee suggested works and then had the responsibility of approving them. DG asked if any of the committee members were suitably qualified in paving and the DDA, to which AF suggested none were. The VA need to look at the best option for the footpaths going forward and whether alternative materials should be considered. It was suggested that we engage with known contractors to establish what other materials could be considered for the village paths.
6. **UPDATE – VA Office (JM)**
- a) **Standing orders** - all work has been completed to advise residents of the required changes to their standing orders and the remaining letters will be delivered this week.
 - b) **Direct Debits** - work on the 2025 direct debit increases in continuing. The figures are almost complete, which will then be sample checked by all the office team to ensure they are correct. This information will then be uploaded to Paygate, which will trigger the emails to residents advising of the changes. It is expected that this work will be completed by the end of next week, at the latest, which allows plenty of time before the first revised payments in January.
 - c) **Arrears** – second letters have been sent to residents with an outstanding balance of more than £350. The next round of letters will go out in the new year. The work Hannelie has done so far has reduced the highest arrears balances by £14k
 - d) **Christmas opening** – the office will be closing at 4pm on Tuesday 24th December and will reopen on Thursday 2nd January at 9am. Between Christmas and the new year, Kyle will be providing cover for urgent matters, from home.
 - e) **Legal matters** JM gave a confidential update on the current legal disputes
- ACTION** – JM to share Christmas closure details to RSs
ACTION – JM to circulate SO and DD revision letters to CoM
7. **ADVICE REQUIRED – Planning applications (CC)** It was noted that these are both full planning applications
- a) Installation of 4 windows at first floor level in the former Sylvera dance studio in The Link and removal of the door to Upper Street South.
 - b) Conversion of 9 garages into 3 retail units in the service area behind Oxfam etc. with access from the Studio car park.
- There was a confidential discussion regarding both applications and what potential next steps could be taken.
8. **DECISION REQUIRED – RS Audit requirements (CC)** Arrangements for residents' society audits in the light of Porter Garland's decision for a 50% increase in fees and impose onerous new requirements. How can the VA help? DG was satisfied that the VA had given enough suitable guidance to the RSs and that they must make an independent decision rather than being led by the VA. It was agreed that JB and DMJ would look at all the information to determine if any further advice should be given.
- ACTION** - CC to share CRWS paper to help formulate further correspondence to RSs



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ACTION – JB & DMJ to consider the information already shared and if required, formulate further correspondence to share with RSs

ACTION – JM to circulate all previously shared information to CoM

9. **DECISION REQUIRED** – Millfield RS request to take on administration of Society. JM provided a rough scope of works, but there were still some items that need to be confirmed. It was suggested that the office takes this on for a trial period of three months at a cost of £250 per month, after which time the situation will be re-evaluated. It was noted that MIRS would have to get this changed approved at an SGM. JB agreed to take on the task of finalising the scope of works and oversee the handover. CoM approved this in principle.

10. UPDATE on our Strategic Priorities

1. EMCO Triangle and general pitch improvements and fortifications – SB advised that the improvements have started, but the inclement weather has interrupted the schedule. It is likely to be the new year before works can resume.
2. Public EV fast charging points in Village Pavilion Car Park & marking out of car park – CC advised that we are still waiting for documentation from Believ.
3. Creation of 3G Pitch – There has been no further progress on this item.
4. Redevelopment of outdoor gym area – MG advised that a volunteer from the Woodland Group had suggested creating a “woodland” trail gym circuit around the sports field. After discussion it was noted that this could potentially be placed at other locations around the village, making a circular route around the village.

ACTION - MG to go back to the volunteer to advise that CoM supports this idea in principle, subject to securing the funds from appropriate grants.

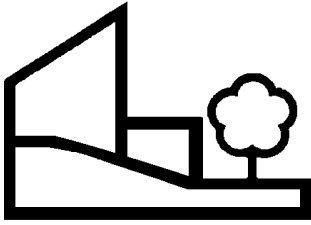
5. Opening Tennis Courts for residents/public usage – There has been no further progress on this item.

11. UPDATE on our Operational Priorities

6. Risk Assessments review – There has been no further progress on this item.
7. Street Manager – It was noted that the first FPNs have been issued and one payment received.
8. Digitise office archive – There has been no further progress on this item.

Any other Business

12. **Fly-posting** MG advised that there have been a number of religious signs, boxes and bibles nailed to VA trees and fences. The Greenland team have been removing them as they are reported.
13. **Ray Viney memorial** DMJ asked if the VA would consider making a donation to the Community Cupboard in memory of former CoM member Ray Viney. MG proposed a £250 donation. This was seconded by JB.
14. **LARS Amenity Committee decision** BA advised that Lambardes RS are considering objecting to the recent Amenity Committee decision to refuse permission to add an additional colour to the repaint scheme. JM added that the LARS chair had already been in touch to state that the committee would not be appealing the Amenity Committee’s decision. After a lengthy discussion, it was suggested that LARS revise the whole colour palette and make another application to the Amenity Committee.
- ACTION** – JM to send current approved LARS colour scheme to BA.



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15. Tree survey DG advised that the village wide tree survey was underway, but a little behind due to the inclement weather. It was hoped that the survey would be completed next week. DG had written to SC and PY to establish if there were any trees that required closer inspection. It was expected that the report would be received in January 2025.

16. Other Confidential matters.

Dates of next meetings:

Wednesday 22nd January 2025