

NEW ASH GREEN VILLAGE ASSOCIATION LIMITED

Meeting of the **AMENITY COMMITTEE** to be held
On Tuesday 8th April 2025 at 8.00pm at the Pavilion

Present: Simon Cornelius – Chair
 Adrian Clark (ACL)
 Alex Franklin (AF)
 Paul Campion (PC)
 Louise Walsh (LW)

In Attendance: Hannelie Bauer

1. **MINUTES** of the meeting held on 25th February 2025 were agreed and signed as a correct record
2. **MATTERS ARISING**
 - a) **Punch Croft Front Doors** AC to make amendments to draft letter to go to residents about the Bovis doors and CoM to approve
 - b) **2 Lambardes/Potential extension breach** no response to chase letter 07.03.25. OM to draft 3rd letter to say matter will be taken to CoM. LW declared an interest and took no part in the discussion. AF to also draft a list of breaches to go to CoM.
 - c) **21 Redhill Wood/Breach windows** Amenity Committee met with resident and RWRS Chair on 20.02.25. OM to write to RWRS Chair and ask for an update.
 - d) **55 Bazes Shaw/Replacement shed** awaiting confirmation that the shed has been painted in accordance with the retrospective approval. Carried forward to May meeting.
 - e) **54 Caling Croft/Unapproved alteration to front garden** breach removed 28.01.25. CCRS asked to turf the area and they need to provide date when this will be done.
 - f) **10 Manor Forstal/Alteration to garage pillar** brickwork not reinstated. OM to write to resident chasing response.
 - g) **Hanover Place/Car park cameras** OM wrote to them 04.03.25. OM to do follow-up email.
 - h) **66 Caling Croft/EVCP to side of garage** Resident has contacted Kent County Council about the work and they said as long as there is no street lights within 2 meters it should not be a problem. AC asked for resident to confirm how he will be reinstating the path and to provide a detailed plan and specification of the works. AM also said resident will have to complete a form of undertaking.
 - i) **35 Caling Croft/Unapproved alterations to front garden** OM chased response on 20.03.25. This is a trespass of VA land and AF suggested this goes to CoM.
3. **EXTENSION AND CONSERVATORIES**
 - a) **64 Colt Stead/Double storey rear extension** AF declared a conflict of interest and declined to discuss 64CS. OM to write to architect and ask them to provide further information as drawings not showing adjoining properties' windows and design may impact on the neighbours right to light. AC also recommend that the extension continues along the party wall.
 - b) **16 Spring Cross/Replacement roof tiles for conservatory and changing it to a pitched roof** resident to provide a sample colour of the new stone coated roof tiles.
 - c) **114 Ayelands/Conservatory refurbishment** OM to look at history and what has previously been approved. Needs to be felt roof in keeping with neighbourhood and glazing needs to not have bars.
4. **REPLACEMENT WINDOW AND DOOR UNITS & other Miscellaneous Applications**
 - a) **16 Penenden/Porch roof repair** retrospective approval issued on 08.04.25
 - b) **87 Penenden/Replacement garage door** approved outside committee on 18.03.25
 - c) **35 Chapel Wood/Replacement front door** retrospective approval outside committee on 11.03.25
 - d) **69 Capelands/Replacement cladding on garage to artificial cladding** AC has asked for resident to provide a sample of the artificial cladding
 - e) **182 Knights Croft/Replacement windows** the application for replacement windows has been approved subject to the following conditions:
 - i) It is recommended that the front bedroom window has a single opening for fire escape (this refers to the middle window being hinged in the plan)
 - ii) The size of the external opening is not altered
 - iii) The design of the window units including the opening lights remains the same as the original as built items
 - iv) Glazing should be plain 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
 - f) **29 Knights Croft/Replacement cladding** the application for the replacement cladding has been approved in accordance with the details submitted, on the condition that it is finished to match the neighbourhood colour scheme
 - g) **24 Caling Croft/Decking and lean-to pergola** AC asked for photo of the existing, material of pergola roof not in keeping with neighbourhood and it is suggested that an alternative non corrugated clear covering is used.

h) 29 Lambardes/Replacement windows the application for replacement windows has been approved in accordance with the information provided will be white UPVC and 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) Glazing should be plain glass (not leaded, squared or patterned)
- iv) Frame sections are to the same dimensions as the original items
- v) All materials to be finished to match the neighbourhood colour scheme
- vi) Notification of start date to be given to the VA

i) 40 Capelands/Installation of patio doors the application for the installation of patio doors was approved in accordance with the information submitted and subject to the following conditions:

- i) Glazing should be plain glass (not leaded, squared or patterned)
- ii) All materials to be finished to match the neighbourhood colour scheme
- iii) Notification of start date to be given to the VA

j) 45 Knights Croft/Replacement garage 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

5. VA MATTERS

a) Replacement barriers AF/LW to help with finding suppliers that can supply replacement barriers in appropriate sizes

b) Disabled access project LW to provide list to Hardlands Director

6. BREACHES

a) 29 Manor Forstal/installation of woodburning stove chimney awaiting response from resident, chase letter 18.03.25. Breach to be referred to CoM for action.

b) 1 Millfield/Unapproved shed 21.02.25 resident responded, awaiting photos once contractor completes works.

c) 61 Manor Forstal/Unapproved window 20.03.25 resident responded. AC have considered the breach and have noted that the window is an exception. When due for replacement it should be returned to the neighbourhood scheme of single window pane, bottom opening.

d) 19 Colt Stead/EVCP to side of garage 28.03.25 resident responded and said would look at relocating the charger. OM to write to resident asking for an update as to when this will be done

e) 76 Manor Forstal/Unapproved flue 20.03.25 OM wrote to resident chasing response. Breach to be referred to Com for action.

f) Turners Oak/Unapproved repairs to path LW confirmed that path will be redone so no letter was done.

g) 17 Seven Acres/Unapproved chimney OM to check records and to write to resident

7. RESIDENTS SOCIETY MATTERS

a) Manor Forstal RS/Proposed tree works 12.03.25 MFRA has provided replanting proposal. Greenlands Manager to look at proposal and provide comments.

b) Lambardes RS/CCTV 13.03.25 received layout plan. OM to forward this to Hardlands Director as this is not a AC matter

c) Penenden RS/Car Park Repairs 07.03.25 wrote to PERS, they will discuss at next meeting on 24.04.25. Carried over to next meeting

d) Bazes Shaw RS/Unapproved landscaping and bollards AC has asked for this to be rectified. SC and LW to meet with BSRS Chair to discuss

e) Millfield RS/Proposed removal of tree on greens Greenlands Manager has confirmed that this can be removed as too big and that something smaller needs to be replanted.

8. VILLAGE CENTRE

9. OTHER BUSINESS

a) 7 Olivers Mill/Windows & extension residents asked for retrospective approval for windows and buyer's solicitor had questions about extension. AC is happy to provide retrospective approval for windows. AC has looked at history of extension and at planning approval and it has come to light that the extension has not been done in according with what was approved. Resident to be informed.

b) 57 Spring Cross/Replacement front door colour approval was granted for black door. SXRS Chair then went back and said can do sage green. This was not approved by AC. SXRS to apply for approval on behalf of the resident through the correct AC process.

c) 109 Manor Forstal/Double storey rear extension change to plans approval on 18.02.25. AC has approved the increase in size of the rear kitchen window.

d) 92 Knights Croft/Single and double rear extension change to plans approved. Structural engineer asked for increase in brick column and therefore the window needs to be smaller. AC has approved this smaller window.

f) Farm Holt/Cake shop shed AC said this is a trespass. CoM are aware of the situation and have asked the resident to move the cake shed to their back garden.

g) 60 Manor Forstal/Pergola retrospective approval

h) 44 Farm Holt/Garage outside wall replacement resident reported wall to insurance, awaiting quotations

i) Resignation for AM/Paul Yeoman it was noted that PY stepped down from the Amenity Committee and that he will still be advising the AC on tree matters as the Greenlands Manager.

10. NEXT MEETING: 27th May 2025