

## THE PARISH COUNCIL OF HARTLEY

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL

Tel/fax: 01474 709441

E mail: mail@hartleyparishcouncil.org.uk

Website: www.hartleyparishcouncil.org.uk

6<sup>th</sup> June 2017

Dear Councillor

You are hereby summoned to attend the Annual Meeting of Hartley Parish Council to be held at the **Pavilion, Manor Field, Church Road** on **MONDAY 12<sup>th</sup> JUNE 2017** commencing at **7.30 p.m.** The business to be transacted at the meeting is:

Yours sincerely

*Helen Gilder*

Helen Gilder  
**Proper Officer**

**To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to contact the Clerk prior to the day of the meeting.**

**Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014.**

### AGENDA

**1. Apologies**

To receive and approve, if necessary, any apologies for absence.

**2. Declarations of Interest**

To receive Members' declarations of interest which have not already been entered in the Members' Register of Interests or notified to the Monitoring Officer.

*Members are reminded of the duty to register with the Monitoring Officer any change to interests or new interests in Appendices A and B of the Council's adopted Code of Conduct within 28 days of becoming aware of it.*

**3. Dispensations**

To consider any request/s received from Members to grant a dispensation in order to participate in discussion and voting, as appropriate, on matter/s to be considered at this meeting where a Member has an interest in Appendices A and/or B of the Council's Code of Conduct adopted on 10<sup>th</sup> November 2014.

#### **4. Resignation**

(a) To receive and note the resignation of Cllr Brian Ramsay as a Member of Hartley Parish Council.

(b) A Notice of Vacancy was displayed on the Parish Council's noticeboard on 10<sup>th</sup> May 2017.

The Council has been notified that no requests have been received to fill the casual vacancy in the Parish by election and that pursuant to Rule 8(3) of The Local Elections (Parishes & Communities) Rules 1986, it is the responsibility of Members to co-opt somebody to fill the vacancy "as soon as practicable".

The Council is requested to consider how it wishes to take this matter forward.

#### **5. Minutes (WHITE)**

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 8<sup>th</sup> May 2017. (Annexed).

#### **Adjournment**

*The meeting will be adjourned to receive any reports from the County Councillor and the District Councillors and to allow a public question time.*

**Pursuant to Standing Order 3 (e) the Chairman of the Council will invite members of the public to express an interest should they wish to make representations, answer questions or give evidence in respect of any item of business included in the agenda.**

#### **6. Amenities & Open Spaces Committee (GREEN)**

To adopt the minutes of the meeting of the Amenities & Open Spaces Committee held on 17<sup>th</sup> May 2017 and to consider any recommendations contained therein. (Annexed).

#### **7. Burial Grounds & Gardens of Remembrance Committee (PINK)**

To adopt the minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 8<sup>th</sup> June 2017 and to consider any recommendations contained therein. (Annexed).

#### **8. General Purposes Committee (WHITE)**

To adopt the minutes of the meeting of the General Purposes Committee held on 30<sup>th</sup> May 2017 and to consider any recommendations contained therein. (Annexed).

#### **9. Planning Committee (YELLOW)**

To adopt the minutes of the meetings of the Planning Committee held on 10<sup>th</sup> May 2017, 24<sup>th</sup> May 2017 (Annexed) and 7<sup>th</sup> June (To follow) and to consider any recommendations contained therein.

#### **10. Northfield Management Committee**

(a) To receive and note the minutes of the meeting of the Northfield Management Committee held on 22<sup>nd</sup> May and consider any recommendations contained therein. (Annexed). **(GREEN)**

(b) To approve the amendments to the Financial Regulations, as recommended by the Northfield Management Committee at a meeting held on 22<sup>nd</sup> May 2017. (Annexed). **(CREAM)**

**11. Defibrillator**

To note that Cllr Abraham has acquired a defibrillator and cabinet from KALC, under the Kent Fire and Rescue contributions, which has now been delivered.

The equipment is a ZOLL AED Plus Fully Automatic and an AIVIA 200 Outdoor/Indoor AED Cabinet with Alarm Heating. The installation of the equipment is at the expense of the Parish Council.

The suggested location for the Defibrillator is at the Pavilion, Manor Field.

The Council is requested to consider the siting and installation of the defibrillator and the associated costs.

**12. Payments **(BLUE)****

(a) To approve the payment of the following accounts for June 2017. (Annexed).

(b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 6<sup>th</sup> June 2017. (If available).

(c) To verify the bank reconciliations for the Council's three bank accounts. Bank statements and reconciliations will be available at the meeting.

**List of circulated documents**

1. Minutes of the meeting of the Council held on 8<sup>th</sup> May 2017. **(WHITE)**
2. Minutes of the meeting of the Amenities & Open Spaces Committee held on 17<sup>th</sup> May 2017. **(GREEN)**
3. Minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 8<sup>th</sup> June 2017. **(PINK)**
4. Minutes of the meeting of the General Purposes Committee held on 30<sup>th</sup> May 2017. **(WHITE)**
5. Minutes of the meetings of the Planning Committee held on 10<sup>th</sup> May & 24<sup>th</sup> May 2017. **(YELLOW)**
6. Minutes of the meeting of the Northfield Management Committee held on 22<sup>nd</sup> May 2017. **(GREEN)**
7. Schedule of payments for June 2017. **(BLUE)**
8. Council detail report setting out actual income and expenditure against budgeted estimates as at 2<sup>nd</sup> June 2017. **(BLUE)**



