

## THE PARISH COUNCIL OF HARTLEY

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7<sup>th</sup> November 2017

Dear Councillor

You are hereby summoned to attend a meeting of Hartley Parish Council to be held at the **Pavilion, Manor Field, Church Road** on **MONDAY 13<sup>th</sup> NOVEMBER 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 other 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 adopted Code of Conduct.

- 4. Minutes (WHITE)**  
To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 9<sup>th</sup> October 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.**

- 5. Burial Grounds & Gardens of Remembrance Committee (PINK)**  
To adopt the minutes of the meetings of the Burial Grounds & Gardens of Remembrance Committee held on 8<sup>th</sup> November 2017 and to consider any recommendations contained therein. (To follow).
- 6. Finance Committee (BLUE)**  
To adopt the minutes of the meetings of the Finance Committee held on 25<sup>th</sup> October 2017 and to consider any recommendations contained therein. (Annexed).
- 7. General Purposes Committee (CREAM)**  
To adopt the minutes of the meeting of the General Purposes Committee held on 7<sup>th</sup> November 2017 and to consider any recommendations contained therein. (To follow).
- 8. Planning Committee (YELLOW)**  
To adopt the minutes of the meetings of the Planning Committee held on 16<sup>th</sup> October and 25<sup>th</sup> October (annexed) and 8<sup>th</sup> November 2017 (to follow) and to consider any recommendations contained therein.
- 9. Northfield (PINK)**  
To receive and note the minutes of the meetings of the Northfield Management Committee held on 2<sup>nd</sup> October 2017 (Annexed).
- 10. Payments (BLUE)**  
(a) To approve the payment of the accounts for November 2017. (Annexed).  
(b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 7<sup>th</sup> November 2017.  
(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 9<sup>th</sup> October 2017. **(WHITE)**
2. Minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 8<sup>th</sup> November 2017. **(PINK)**
3. Minutes of the meeting of the Finance Committee held on 25<sup>th</sup> October 2017. **(BLUE)**
4. Minutes of the meeting of the General Purposes Committee held on 7<sup>th</sup> November 2017. **(CREAM)**
5. Minutes of the meetings of the Planning Committee held on 25<sup>th</sup> October and 8<sup>th</sup> November 2017. **(YELLOW)**
6. Minutes of the meeting of the Northfield Management Committee held on 2<sup>nd</sup> October 2017. **(PINK).**
7. Schedule of payments for November 2017. **(BLUE)**
8. Council detail report setting out actual income and expenditure against budgeted estimates as at 7<sup>th</sup> November 2017. **(BLUE)**

