

THE PARISH COUNCIL OF HARTLEY

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28th March 2018

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 9th APRIL 2018** 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 adopted Code of Conduct.

4. Resignation

(a) To receive and note the resignation of Cllr Mr Roger Burchell as a Member of Hartley Parish Council.

(b) A Notice of Vacancy was displayed on the Parish Council's noticeboard on 26th March 2018.

If by 17th April 2018, (14 days excluding Dies Non, after the date of this notice) a request for an election to fill said vacancy is made in writing to the Proper Officer by TEN electors for the Hartley Parish, an election will be held to fill the said vacancy, otherwise the vacancy will be filled by co-option.

If no by-election is called, the Council must as soon as practicable after the expiry of the 14 day period, fill the vacancy by co-option.

The Council is requested to give this matter its consideration.

5. Minutes

(WHITE)

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 12th March 2018. (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 27th March 2018 and to consider any recommendations contained therein. (To follow).

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 14th March 2018 and to consider any recommendations contained therein. (Annexed).

8. Finance Committee

(BLUE)

To adopt the minutes of the meeting of the Finance Committee held on 4th April 2018 and to consider any recommendations contained therein. (To follow).

9. General Purposes Committee

(CREAM)

To adopt the minutes of the meeting of the General Purposes Committee held on 27th March 2018 and to consider any recommendations contained therein. (To follow).

- 10. Personnel Committee (WHITE)**
To adopt the minutes of the meeting of the Personnel Committee held on 4th April 2018 and to consider any recommendations contained therein. (To follow).
- 11. Planning Committee (YELLOW)**
To adopt the minutes of the meeting of the Planning Committee held on 4th April 2018 and to consider any recommendations contained therein. (To follow).
- 12. Northfield Management Committee (PINK)**
To receive and note the minutes of the meeting of the Northfield Management Committee held on 26th February 2018 and to consider any recommendations contained therein.
- 13. Battles Over – A Nations Tribute (WHITE)**
To receive the notes of the meeting of the Working Party held on 1st March 2018, to propose arrangements for an event to commemorate the 100 year anniversary of the end of World War 1 in Hartley. (Annexed)
- 14. Payments (BLUE)**
- (a) To approve the payment of the accounts for April 2018. (To follow).
 - (b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 28th March 2018.
 - (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 12th March 2018. **(WHITE)**
2. Minutes of the meeting of the Amenities & Open Spaces Committee held on 27th March 2018. (To follow) **(GREEN)**
3. Minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 14th March 2018. **(PINK)**
4. Minutes of the meeting of the Finance Committee held on 4th April 2018. (To follow). **(BLUE)**
5. Minutes of the meeting of the General Purposes Committee held on 27th March 2018. (To follow). **(CREAM)**
6. Minutes of the meeting of the Personnel Committee held on 4th April 2018. (To follow). **(WHITE)**
7. Minutes of the meetings of the Planning Committee held on 4th April 2018. (To follow). **(YELLOW)**
8. Minutes of the Northfield Management Committee held on
9. Notes of the meeting of the Working Party held on 1st March 2018. **(WHITE)**
10. Schedule of payments for April 2018 (To follow). **(BLUE)**
11. Council detail report setting out actual income and expenditure against budgeted estimates as at 28th March 2018. **(BLUE)**