

THE PARISH COUNCIL OF HARTLEY

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5th June 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 11th JUNE 2018** commencing at **7.30 p.m.** The business to be transacted at the meeting is:

Yours sincerely

Helen Boden

Helen Boden
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 10th November 2014.

4. Minutes (WHITE)

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 14th May 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.

5. Co-option to the Council

To be advised of any applications received from eligible candidates following the public notices displayed on the Council's noticeboards and placed on the Council's website, in respect of the resignations of Councillor Burchell and Cllr Beaman. The closing date for applications was 6th June 2018.

There are currently two casual vacancies for the position of Parish Councillor on Hartley Parish Council.

6. Declarations of Acceptance of Office

Subject to the Council's approval of Agenda item 5, to receive the prospective Councillors' declarations of acceptance of office.

7. Membership of Committees (CREAM)

Subject to items 5 and 6, to review the membership of committees.

A schedule indicating the current membership of Committees and Advisory Committees is annexed.

8. Amenities & Open Spaces Committee (GREEN)

To adopt the minutes of the meeting of the Amenities & Open Spaces Committee held on 22nd May 2018 and to consider any recommendations contained therein. (Annexed).

9. Burial Grounds & Gardens of Remembrance Committee (PINK)

To adopt the minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 10th May 2018 and to consider any recommendations contained therein. (Annexed).

10. General Purposes Committee (CREAM)

To adopt the minutes of the meeting of the General Purposes Committee held on 29th May 2018 and to consider any recommendations contained therein. (Annexed).

11. Planning Committee (YELLOW)

To adopt the minutes of the meetings of the Planning Committee held on 16th and 30th May 2018 and to consider any recommendations contained therein. (Annexed).

12. Nation's Tribute Working Party (GREEN)

To receive and note the minutes of the meeting of the Nation's Tribute Working Party held on 10th May 2018 and to consider any recommendations contained therein. (Annexed).

13. Northfield Management Committee

(a) To receive and note the minutes of the meeting of the Northfield Management Committee held on 14th May 2018 and to consider any recommendations contained therein. (Annexed). **(PINK)**

(b) To approve the amendments to the Financial Regulations, as recommended by the Northfield Management Committee at a meeting held on 14th May 2018. (Annexed). **(CREAM)**

14. Payments (BLUE)

(a) To approve the payment of the following accounts for June 2018. (Annexed).

(b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 5th June 2018. (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 14th May 2018. **(WHITE)**
2. Schedule indicating the current membership of Committees and Advisory Committees. **(CREAM)**
3. Minutes of the meeting of the Amenities & Open Spaces Committee held on 22nd May 2018. **(GREEN)**
4. Minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 10th May 2018. **(PINK)**
5. Minutes of the meeting of the General Purposes Committee held on 29th May 2018. **(CREAM)**
6. Minutes of the meetings of the Planning Committee held on 16th & 30th May 2018. **(YELLOW)**.
7. Minutes of the Nation's Tribute Working Party meeting held on 10th May 2018. **(GREEN)**
8. Minutes of the meeting of the Northfield Management Committee held on 14th May 2018. **(PINK)**
9. Northfield Management Financial Regulations. **(CREAM)**
10. Schedule of payments June 2018. **(BLUE)**
11. Council detail report setting out actual income and expenditure against budgeted estimates as at 5th June 2018. **(BLUE)**

