

## THE PARISH COUNCIL OF HARTLEY

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4<sup>th</sup> December 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 10<sup>th</sup> DECEMBER 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 10<sup>th</sup> November 2014.

#### 4. **Resignation**

(a) To receive and note the resignation of Cllr Mrs Dorothy Vesey, as a Member of Hartley Parish Council.

(b) A Notice of Vacancy was displayed on the Parish Council's noticeboard on 5<sup>th</sup> December 2018.

In accordance with Rule 5 (6) Local Elections (Parishes and Communities) (England and Wales) Rules 2006, where the vacancy occurs within six months before the day on which the councillor whose office is vacant would regularly have retired, an election shall not be held and the vacancy may be filled either by co-option by the Parish, or at the next ordinary election of councillors on 2<sup>nd</sup> May 2019.

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 12<sup>th</sup> November 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 20<sup>th</sup> November 2018 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 4<sup>th</sup> December 2018 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 14<sup>th</sup> November 2018 (annexed) and 5<sup>th</sup> December 2018 (to follow) and to consider any recommendations contained therein.

#### 9. **Sevenoaks District Council – Draft Local Plan**

To note that on 6<sup>th</sup> December 2018, Cabinet will consider and approve the publication of the pre-submission Local Plan (Regulation 19) for consultation for a statutory 6 week period (December/January).

It is anticipated that the consultation will run from 18<sup>th</sup> December 2018 to 3<sup>rd</sup> February 2019.

**10. Payments (BLUE)**

- (a) To approve the payment of the accounts for December 2018. (Annexed).
- (b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 4<sup>th</sup> December 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 12<sup>th</sup> November 2018. **(WHITE)**
2. Minutes of the meeting of the Amenities & Open Spaces Committee held on 20<sup>th</sup> November 2018. **(GREEN)**
3. Minutes of the meeting of the General Purposes Committee held on 4<sup>th</sup> December 2018. **(CREAM)** (To follow)
4. Minutes of the meetings of the Planning Committee held on 14<sup>th</sup> November 2018 (annexed) and 5<sup>th</sup> December 2018 (to follow). **(YELLOW)**
5. Schedule of payments for December 2018. **(BLUE)**
6. Council detail report setting out actual income and expenditure against budgeted estimates as at 4<sup>th</sup> December 2018. **(BLUE)**