

THE PARISH COUNCIL OF HARTLEY

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4th June 2019

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 10th JUNE 2019** 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 13th May 2019. (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. General Purposes Committee (CREAM)

To adopt the minutes of the meeting of the General Purposes Committee held on 21st May 2019 and to consider any recommendations contained therein. (Annexed).

6. Planning Committee (YELLOW)

To adopt the minutes of the meetings of the Planning Committee held on 15th May 2019 and to consider any recommendations contained therein. (Annexed).

7. Publication Scheme, Freedom of Information Act 2000 and Data Protection Act 2018 (GREEN)

To confirm the Council's Publication Scheme and procedures for handling requests under the Freedom of Information Act 2000 and the Data Protection Act 2018, as reviewed by the General Purposes Committee at its meeting held on 21st May 2019. (Annexed)

At a meeting of the Council held on 14th March 2011 it was resolved that the Council's procedures for handling requests under the Freedom of Information Act 2000 and the Data Protection Act 1998 shall be as set out in Legal Topic Notes published by the National Association of Local Councils, as may be in place at the time of the request.

8. Northfield Management Committee (PINK)

To receive and note the minutes of the meeting of the Northfield Management Committee held on 29th April 2019 and to consider any recommendations contained therein. (Annexed).

9. Pedestrian Crossing, Ash Road (WHITE)

At the meeting of the General Purposes Committee held on 21st May 2019, the Committee considered the design of the proposed crossing, including Kent Highway Services' proposal to move the existing south bound bus stop to prevent it encroaching into the space containing the new high friction surface. Kent Highways proposed to move the bus stop to a position outside properties between Larkfield and Church Road. They had asked that the Parish Council undertake consultations with the eight affected properties.

The Committee considered that the proposed new site for the bus stop was unacceptable and agreed that the Clerk be requested to contact Kent Highway Services to ask whether it would be possible to move the bus stop slightly to the North, nearer to the junction with Wellfield instead.

In response to this, a revised plan has been received, showing the re-location of the bus stop to the site suggested by the Parish Council.

To consider and approve the final design of the proposed pedestrian crossing, including the re-location of the south bound bus stop and the proposed footway widening. (Annexed).

10. Payments (BLUE)

(a) To approve the payment of the following accounts for June 2019. (Annexed).

(b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 4th June 2019.

(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 13th May 2019. **(WHITE)**
2. Minutes of the meeting of the General Purposes Committee held on 21st May 2019. **(CREAM)**
3. Minutes of the meeting of the Planning Committee held on 15th May 2019. **(YELLOW)**.
4. Council's Publication Scheme and procedures for handling requests under the Freedom of Information Act 2000 and the Data Protection Act 2018. **(GREEN)**
5. Minutes of the meeting of the Northfield Management Committee held on 29th April 2019. **(PINK)**
6. Pedestrian crossing design. **(WHITE)**
7. Schedule of payments June 2019. **(BLUE)**
8. Council detail report setting out actual income and expenditure against budgeted estimates as at 4th June 2019. **(BLUE)**