

THE PARISH COUNCIL OF HARTLEY

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7th January 2020

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 13th JANUARY 2020** 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 9th December 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. Finance Committee (BLUE)

To adopt the minutes of the meeting of the Finance Committee held on 18th December 2019 and to consider any recommendations contained therein. (Annexed).

6. General Purposes Committee (CREAM)

To adopt the minutes of the meeting of the General Purposes Committee held on 7th January 2020 and to consider any recommendations contained therein. (To follow).

7. Planning Committee (YELLOW)

To adopt the minutes of the meetings of the Planning Committee held on 18th December 2019 (Annexed) and 8th January 2020 (To follow) and to consider any recommendations contained therein.

8. Precept 2020 – 2021 (GREEN)

(a) To consider a letter dated 5th December 2019, received from the Chief Finance Officer at Sevenoaks District Council. (Annexed).

(b) To consider the Precept for 2020/21.

The Council approved its budget for 2020/21 at a meeting held on 11th November 2019, but the decision relating to the setting of the Precept 2020/21 was deferred, pending information on next year's tax base.

At its meeting held on 18th December 2019, the Finance Committee made the following recommendation:

“(1) Sevenoaks District Council be advised that Hartley Parish Council wishes to increase the Band D charge for 2020/21, by 3% i.e £53.89, which would increase the Precept from £133,697, to £137,773, based on a tax base of £2,556.57 for 2020/21 and,

(2) Sevenoaks District Council be advised that the receipt of Precept payments be delayed until December 2020, in order to attract the best interest payments”

9. Kent County Council – Strategic Statement – Five Year Plan (WHITE)

To consider Kent County Council's Strategic Statement – Five Year Plan consultation. (Annexed).

The consultation is open from 6th January 2020 at 08.00 to 17th February 2020 at 23.59.

Due to the size of the consultation document, it has not been possible to circulate it with this agenda.

The 5 Year Plan Consultation document may be viewed at <https://www.kent.gov.uk/about-the-council/strategies-and-policies/corporate-policies/5-year-plan>

10. Manor Field – Beacon Brazier

To consider quotations for an area of 3m x 3m around the beacon brazier, to be paved using granite setts.

11. Pavilion, Manor Field

To consider quotations for the installation of an external socket and the replacement of the existing floodlights at the Pavilion, Manor Field.

12. Payments (BLUE)

(a) To approve the payment of the accounts for January 2020. (To follow).

(b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 7th January 2020.

(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 9th December 2019. **(WHITE)**
2. Minutes of the meeting of the Finance Committee held on 18th December 2019. **(BLUE)**
3. Minutes of the meeting of the General Purposes Committee held on 7th January 2020. **(CREAM)**
4. Minutes of the meeting of the Planning Committee held on 18th December 2019. **(YELLOW)**
5. Letter dated 5th December 2019, from the Chief Finance Officer at SDC.
6. Kent County Council's Strategic Statement – Five Year Plan consultation. **(WHITE).**
7. Schedule of payments January 2020. **(BLUE)**
8. Council detail report setting out actual income and expenditure against budgeted estimates as at 7th January 2020. **(BLUE)**

