

THE PARISH COUNCIL OF HARTLEY

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1st June 2020

Dear Councillor

You are hereby summoned to attend a meeting of Hartley Parish Council to be **held remotely, using “Zoom”** on **MONDAY 8th JUNE 2020** commencing at **7.30 p.m.**

Please log in using meeting code **436 7184 770**.

Yours sincerely

Helen Boden

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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.

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, came into force on 4th April 2020.

Regulation 5 permits the holding of remote meetings.

Members of the public wishing to attend the meeting, should contact the Clerk at the Parish Office for further instructions.

AGENDA

1. **Chairman’s declaration of acceptance of office**

To receive the Chairman’s declaration of acceptance of office.

2. **Apologies**

To receive and approve, if necessary, any apologies for absence.

3. **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.

4. 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.

5. Resignation

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

(b) A Notice of Vacancy was displayed on the Parish Council's noticeboard on 2nd June 2020.

If by 22nd June 2020, (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 an election is called, it will take place not later than 24th August 2020.

If no 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.

6. Minutes

(WHITE)

To approve, as a correct record, the minutes of the Annual meeting of the Council held on 11th May 2020. (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.

7. Amenities & Open Spaces Committee

(GREEN)

To adopt the minutes of the meeting of the Amenities & Open Spaces Committee held on 26th May 2020 and to consider any recommendations contained therein. (Annexed).

8. Planning Committee

(YELLOW)

To adopt the minutes of the meetings of the Planning Committee held on 20th May 2020 (Annexed) & 3rd June 2020 (To follow) and to consider any recommendations contained therein.

9. Covid -19 Pandemic

To consider any action that may be required due to the Covid-19 Pandemic.

10. Grant Request (PINK)

To consider a letter (including attachments) dated 15th May 2020, received from the New Ash Green Horticultural Association, requesting a grant towards improved fencing at the allotment site at the rear of the Black Lion. (Annexed).

11. Payments (BLUE)

(a) To approve the payment of the following accounts for June 2020. (Annexed).

(b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 1st June 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 Annual meeting of the Council held on 11th May 2020. **(WHITE)**
2. Minutes of the meeting of the Amenities & Open Spaces Committee held on 26th May 2020. **(GREEN)**
3. Minutes of the meeting of the Planning Committee held on 20th May 2020. **(YELLOW)**
4. Letter dated 15th May 2020 (including attachments), received from the New Ash Green Horticultural Association. **(PINK)**
5. Schedule of payments for May 2020. **(BLUE)**
6. Council detail report setting out actual income and expenditure against budgeted estimates as at 1st June 2020. (BLUE)