

THE PARISH COUNCIL OF HARTLEY

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6th July 2020

Dear Councillor

You are hereby summoned to attend a meeting of Hartley Parish Council to be **held remotely, using “Zoom”** on **MONDAY 13th JULY 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. 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. Co-option to the Council

At the Council meeting held on 8th June 2020, the Council noted the resignation of Cllr Mrs Annette Ewing as a Member of Hartley Parish Council.

A Notice of Vacancy had been displayed on the Parish Council's noticeboard and on the website on 2nd June 2020.

No requests had been received to fill the casual vacancy in the Parish by election and therefore, pursuant to Rule 8(3) of The Local Elections (Parishes & Communities) Rules 1986, it is the responsibility of Members to co-opt somebody to fill the vacancy "as soon as practicable".

A public notice of the casual vacancy on Hartley Parish Council was displayed on the Council's noticeboards and placed on the Council's website. The closing date for applications was Friday 10th July 2020.

Any applications received, will be considered by the Council at its meeting to be held on 14th September 2020.

5. Minutes (WHITE)

To approve, as a correct record, the minutes of the Hartley Parish Council meeting 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.

6. General Purposes Committee (CREAM)

To adopt the minutes of the meeting of the General Purposes Committee held on 24th June 2020 and to consider any recommendations contained therein. (Annexed).

7. Amenities & Open Space Committee (GREEN)

To adopt the minutes of the meeting of the Amenities & Open Spaces Committee held on 7th July 2020 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 17th June 2020 and 1st July 2020 and to consider any recommendations contained therein.

9. Northfield Management Committee (PINK)

To receive and note the minutes of the meeting of the Northfield Management Committee held on 15th June 2020 and to consider any recommendations contained therein.

10. Covid -19 Pandemic

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

11. Budget Review

To receive an update of the effect on the Budget due to the Covid-19 Pandemic.

12. Payments (BLUE)

(a) To approve the payment of the following accounts for July & August 2020. (Annexed).

(b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 6th July 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 8th June 2020. **(WHITE)**
2. Minutes of the meeting of the General Purposes Committee held on 24th June 2020. **(GREEN)**
3. Minutes of the meetings of the Planning Committee held on 17th June 2020 and 1st July 2020. **(YELLOW)**
4. Minutes of the meeting of the Northfield Management Committee held on 15th June 2020
5. Schedule of payments for July & August 2020. **(BLUE)**
6. Council detail report setting out actual income and expenditure against budgeted estimates as at 6th July 2020. (BLUE)