

## THE PARISH COUNCIL OF HARTLEY

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL

Tel/fax: 01474 709441

E mail: [mail@hartleyparishcouncil.org.uk](mailto:mail@hartleyparishcouncil.org.uk)

Website: [www.hartleyparishcouncil.org.uk](http://www.hartleyparishcouncil.org.uk)

1<sup>st</sup> February 2021

Dear Councillor,

You are hereby summoned to attend a meeting of Hartley Parish Council to be **held remotely, using “Zoom”** on **MONDAY 8<sup>th</sup> FEBRUARY 2021** commencing at **7.30 p.m.**

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

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.

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

### **4. Minutes**

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 11<sup>th</sup> January 2021. (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. Burial Grounds & Gardens of Remembrance Committee**

To adopt the minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 27<sup>th</sup> January 2021 and to consider any recommendations contained therein. (To follow).

### **6. Planning Committee**

To adopt the minutes of the meetings of the Planning Committee held on 13<sup>th</sup> January 2021 and 27<sup>th</sup> January 2021 and to consider any recommendations contained therein. (Annexed).

### **7. Covid-19 Pandemic**

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

### **8. Northfield Management Committee**

To receive and note the minutes of the meeting of the Northfield Management Committee held on 25<sup>th</sup> January 2021 (if available) and to consider any recommendations contained therein.

### **9. Neighbourhood Plan**

To receive a report from the Chairman following the recent meeting with the Planning Policy Officer at Sevenoaks District Council.

### **10. Gorse Wood**

A quotation received from Meopham Fencing, for the sum of £2,180.00 + VAT, to take down the existing fencing and clear from site and install approximately 20m of 1.2m high twin wire mesh ppc green and 1 mobility gate, was accepted by the Finance Committee at its meeting held on 14<sup>th</sup> October 2020 and ratified by full Council at its meeting held on 9<sup>th</sup> November 2020.

Work on the installation of the new fencing and gate commenced on 26<sup>th</sup> January.

The contractor arrived on site the following day, to discover that the gate had been stolen and the remaining gate hoop had been damaged.

The Clerk made arrangements with the contractor, for the remaining gate hoop to be removed and for the installation of the fence to be postponed, to allow the Council to make a decision as to whether it wishes for the works to proceed.

The Council is requested to note the above report and to agree a course of action.

### **11. Mobile Safety Camera**

To consider a report on the possible purchase of a permanent mobile safety camera to be located in the Parish. (Annexed).

### **12. Payments**

- (a) To approve the payment of the accounts for February 2021. (To follow).
  - (b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 1<sup>st</sup> February 2021. (Annexed).
  - (c) To verify the bank reconciliations for the Council's four 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 11<sup>th</sup> January 2021. **(WHITE)**
2. Minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 27<sup>th</sup> January 2021. **(PINK)**
3. Minutes of the meetings of the Planning Committee held on 13<sup>th</sup> & 27<sup>th</sup> January 2021. **(YELLOW)**
4. Minutes of the meeting of the Northfield Management Committee held on 25<sup>th</sup> January 2021. **(PINK)**
5. Report on mobile safety camera. **(GREEN).**
6. Schedule of payments for February 2021. **(BLUE)**
7. Council detail report setting out actual income and expenditure against budgeted estimates as at 1<sup>st</sup> February 2021. **(BLUE)**