

## THE PARISH COUNCIL OF HARTLEY

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

Tel: 01474 709441

E mail: mail@hartleyparishcouncil.org.uk

Website: www.hartleyparishcouncil.org.uk

4<sup>th</sup> January 2022

Dear Councillor

You are hereby summoned to attend a meeting of Hartley Parish Council to be held at the **Pavilion, Manor Field, Church Road Hartley** on **MONDAY 10<sup>th</sup> JANUARY 2022** 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 10<sup>th</sup> November 2014.

#### **4. Minutes (WHITE)**

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 13<sup>th</sup> December 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. Amenities & Open Spaces Committee (GREEN)**

To adopt the minutes of the meeting of the Amenities & Open Spaces Committee held on 5<sup>th</sup> January 2022 and to consider any recommendations contained therein. (To follow).

#### **6. Finance Committee (BLUE)**

To adopt the minutes of the meeting of the Finance Committee held on 15<sup>th</sup> December 2021 and to consider any recommendations contained therein. (Annexed).

#### **7. Planning Committee (YELLOW)**

To adopt the minutes of the meetings of the Planning Committee held on 15<sup>th</sup> December 2021(annexed) and 5<sup>th</sup> January 2022. (To follow).

#### **8. Covid -19 Pandemic**

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

#### **9. Neighbourhood Plan (CREAM)**

To receive and note the minutes of the meeting of the Neighbourhood Plan Steering Group held on 8<sup>th</sup> December 2021 and to consider any recommendations contained therein. (Annexed).

#### **10. Precept 2022 – 2023 (WHITE)**

(a) To consider a letter dated 9<sup>th</sup> December 2021, received from the Chief Finance Officer at Sevenoaks District Council. (Annexed).

(b) To consider the Precept for 2022/23.

The Council approved its budget for 2022/23 at a meeting held on 8<sup>th</sup> November 2021, but the decision relating to the setting of the Precept 2022/23 was deferred, pending information on next year's tax base.

At its meeting held on 15<sup>th</sup> December 2021, the Finance Committee made the following recommendation:

Sevenoaks District Council be advised that Hartley Parish Council wishes to contain the Band D charge for 2022/23 to the level set in 2020/21 and 2021/22 i.e £53.89, which would increase the Precept from £136,451.09 to £137,768.16 based on a tax base of £2,556.47 for 2022/23.

## 11. Payments

- (a) To approve the payment of the following accounts for January 2022. (Annexed).
- (b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 4<sup>th</sup> January 2022. (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 13<sup>th</sup> December 2021. **(WHITE)**
2. Minutes of the meetings of the Amenities & Open Spaces Committee held on 5<sup>th</sup> January 2022. **(GREEN)**
3. Minutes of the meeting of the Finance Committee held on 15<sup>th</sup> December 2021. **(BLUE)**
4. Minutes of the meetings of the Planning Committee held on 15<sup>th</sup> December 2021. **(YELLOW)**
5. Minutes of the meeting of the Neighbourhood Plan Steering Group held on 8<sup>th</sup> December 2021. **(CREAM)**
6. Letter dated 9<sup>th</sup> December 2021, received from the Chief Finance Officer at Sevenoaks District Council. **(WHITE)**
7. Schedule of payments for January 2022. **(BLUE)**
8. Council detail report setting out actual income and expenditure against budgeted estimates as at 4<sup>th</sup> January 2022. **(BLUE)**

