

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

8th February 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 14th FEBRUARY 2022** commencing at **7.30 p.m.**

The business to be transacted at the meeting is:

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.

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

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 10th January 2022. (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 9th February 2022 and to consider any recommendations contained therein. (To follow if available).

6. Planning Committee

To adopt the minutes of the meetings of the Planning Committee held on 19th January 2022 and 2nd February 2022. (Annexed).

7. Covid -19 Pandemic

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

8. Neighbourhood Plan

To receive and note the minutes of the meeting of the Neighbourhood Plan Steering Group held on 7th February 2022 and to consider any recommendations contained therein. (To follow).

9. Budget

To note the approved budget for 2022/23. (Annexed).

10. Payments

(a) To approve the payment of the following accounts for February 2022. (Annexed).

(b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 8th February 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 10th January 2022. **(WHITE)**
2. Minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 9th February 2022. **(PINK)**
3. Minutes of the meetings of the Planning Committee held on 19th January 2022 and 2nd February 2022. **(YELLOW)**

4. Minutes of the meeting of the Neighbourhood Plan Steering Group held on 7th February 2022. **(CREAM)**
5. Approved Budget 2022/23. **(GREEN)**
6. Schedule of payments for February 2022. **(BLUE)**
7. Council detail report setting out actual income and expenditure against budgeted estimates as at 8th February 2022. **(BLUE)**

