

THE PARISH COUNCIL OF HARTLEY

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8th March 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 MARCH 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 10th November 2014.

4. Minutes (WHITE)

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 14th February 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. Finance Committee (BLUE)

To adopt the minutes of the meeting of the Finance Committee held on 16th February 2022 and to consider any recommendations contained therein. (Annexed).

6. General Purposes Committee (CREAM)

To adopt the minutes of the meeting of the General Purposes Committee held on 2nd March 2022 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 16th February 2022 and 2nd March 2022. (Annexed).

8. Northfield Management Committee (PINK)

To receive and note the minutes of the meeting of the Northfield Management Committee held on 25th January 2021 (if available) 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.

(Acre Briefing for village & community halls update 22/02/22, Appendix C, F & G – [previously sent by email])

10. Neighbourhood Plan (CREAM)

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

11. Credit Card (WHITE)

At the meeting of the Parish Council held on 13th September 2021, it was resolved that the Clerk be authorised to submit an application to Unity Trust Bank for a Unity Corporate Multipay credit card with a maximum credit/spending limit of £1,000.

Following the meeting, the Clerk obtained details of the Select Cashback Commercial Credit Card offered by Barclays Bank which unlike the card offered by Unity Trust Bank has no set up or monthly fees.

.To consider the above report and to agree a course of action.

12. ANPR Camera Redeployment (GREEN)

To consider an email dated 28th February 2021 received from the Health & Communities Manager at Sevenoaks District Council. (Annexed).

13. Payments

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

(b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 8th March 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 14th February 2022. **(WHITE)**
2. Minutes of the meeting of the Finance Committee held on 16th February 2022. **(BLUE)**
3. Minutes of the meeting of the General Purposes Committee held on 2nd March 2022. **(BLUE)**
4. Minutes of the meetings of the Planning Committee held on 16th February 2022 and 2nd March 2022. **(YELLOW)**
5. Information on the Barclays Bank and Unity Trust Bank Credit Cards. **(WHITE)**
6. Email dated 28th February 2021 received from the Health & Communities Manager at Sevenoaks District Council. **(GREEN)**
7. Schedule of payments for March 2022. **(BLUE)**
8. Council detail report setting out actual income and expenditure against budgeted estimates as at 8th March 2022. **(BLUE)**

