

**THE PARISH COUNCIL OF HARTLEY**

**MINUTES OF THE MEETING OF HARTLEY PARISH COUNCIL**

**HELD IN THE PAVILION, MANOR FIELD, CHURCH ROAD**

**ON MONDAY 10<sup>th</sup> APRIL 2017 AT 7.30 P.M.**

**Present :** Cllr Larry Abraham  
Cllr Chris Alford  
Cllr Carol Beaman  
Cllr Sheila Bennett  
Cllr Roger Burchell  
Cllr David Graeme  
Cllr Anne Oxtoby (*Chairman*)  
Cllr Andrew Tremain  
Cllr Brian Ramsay  
Cllr Vince Sewell  
Cllr Dorothy Vesey

**In attendance:** Mrs Helen Gilder- (*Clerk*)  
Cllr David Brazier – Kent County Councillor  
Cllr John Kelly – Sevenoaks District Councillor  
4 members of the public

**1. Apologies**

There were no apologies for absence.

**2. Declarations of interest**

There were no declarations of interest.

**3. Dispensations**

There were no requests from Members for a dispensation.

**4. Minutes**

RESOLVED: That, the minutes of the meeting of Hartley Parish Council held on 13<sup>th</sup> March 2017, be approved and signed by the Chairman as a correct record.

*The meeting was adjourned at 7.31 p.m. to receive reports from the County Councillor and District Councillors, and to take questions from members of the public.*

*The meeting resumed at 7.45 p.m.*

Pursuant to Standing Order 3 (e) the Chairman of the Council invited members of the public present to express an interest if they wished to make representations, answer questions or give evidence in respect of any item of business included in the agenda. There were no expressions of interest.

## **5. Amenities & Open Spaces Committee**

RESOLVED: That, the minutes of the meeting of the Amenities & Open Spaces Committee held on 8<sup>th</sup> February 2017 and the recommendations contained therein, be received and, where necessary, approved and adopted.

## **6. Planning Committee**

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 15<sup>th</sup> March 2017 and 29<sup>th</sup> March 2017, be received and adopted.

## **7. Personnel Committee**

Cllr Graeme questioned whether the recommendation under minute item 4 (c), Staff, to amend the Clerk's hours of work on Fridays to 8.30a.m. – 3.30p.m. with no lunch hour, was permitted under current employment regulations.

Members agreed that further advice should be sought.

In light of this, the Council agreed to withdraw the recommendation contained in the minutes of the Personnel Committee held on 29<sup>th</sup> March 2017, (page 2, Minute item 4 (c), Staff) and for further advice to be sought from KALC.

RESOLVED: That, the minutes of the meeting of the Personnel Committee held on 15<sup>th</sup> February 2017 and the recommendations contained therein, as amended, be received and, where necessary, approved and adopted.

## **8. Northfield Management Committee**

RESOLVED: That, the minutes of the meetings of the Northfield Management Committee held on 12<sup>th</sup> September 2016 and 7<sup>th</sup> November 2016, be received and noted.

## **9. Mobile Speed Indicator Device**

Members considered a report on the installation of a mobile speed indicator device, to be shared with Ash-cum-Ridley Parish Council.

Cllr Alford reported that movement and fixing can be undertaken by one person and that Ash-cum-Ridley Parish Council had approached the New Ash Green Village Association to ask whether this could be carried out by their employees, free of charge. Members noted that the New Ash Green Village Association had agreed in principle, pending details of how often the device will have to be moved and batteries changed.

Members noted that the sites provisionally proposed were one on Ash Road between the junction with Millfield Lane and Olivers Mill bus stop, on the west verge and Ash Road, where there is a wide verge, just south of the Black Lion.

RESOLVED: That,

- (1) a joint arrangement be entered into with Ash-cum-Ridley Parish Council, to purchase and share the use of a mobile Speed Indicator Device, including a data collection box;
- (2) the cost of insuring the Speed Indicator Device be split jointly with Ash – cum-Ridley Parish Council;
- (3) a contribution of £2,692.52, made up of the County Councillor’s grant of £2,500, from the Combined Member Grants Scheme and £192.52 from the earmarked budget for Highway works, be paid towards the total cost of £5,385.04, for the supply and installation of the Speed Indicator Device;
- (4) the position of the mounting pole and device in Hartley, be located on the wide grass verge on the east side of Ash Road, just south of the Black Lion Public House;
- (5) the arrangement made by Ash-cum-Ridley Parish Council, for the New Ash Green Village Association to move the device on a regular basis and to change the batteries, be accepted, subject to confirmation from the New Ash Green Village Association that they are happy to carry this out free of charge.

## 10. Payments

The Council was advised that the Council accounts for 2017/18 were in the process of being set up following year end and that a Council detail report setting out income and expenditure since 1<sup>st</sup> April 2017 against budget estimates was not available.

RESOLVED: That,

- (1) the payment of accounts for April 2017, attached as Appendix 1 to these minutes, be approved and
- (2) the bank reconciliations for the Council’s two bank accounts be verified after the close of the meeting.

The meeting closed at 8.10 p.m.

Signed:.....  
Chairman of Hartley Parish Council

Date:.....

<b>Schedule of Payments April 2017</b>					
<b>Chq No</b>	<b>Payment to</b>	<b>Particulars</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
106840	Weed Management Limited	PAID 24/03/17 - Fertiliser & moss control @ MF inv 10927	344.30	68.86	413.16
106841	Came & Company	PAID 24/03/17 - Additional insurance premium due re cover for new playground equipment @ Chantry Avenue.	25.00	-	25.00
106842	Park Leisure & Sport Ltd	Playground refurbishment @ Chantry Avenue inv 1285	18,876.63	3,775.33	22,651.96
DDR	Barclays Bank	Mixed Payment Plan Charges for the period 13/02/17-12/03/17	20.69	-	20.69
106843	H Gilder	Salary 01/04/2017-30/04/2017 (Pre-approved)	2,121.38	-	-
		Travel expenses 30/03/17 Audit Training @ Lenham	24.30	-	2,145.68
106844	J Tyrrell	Salary 01/04/2017-30/04/2017 (Pre-approved)	942.14	-	-
		Travel expenses 28/03/17 CiLCA training @ Lenham	24.30	-	966.44
106845	HM Revenue & Customs	Month 1 Employer & Employee NIC & PAYE	1,211.45	-	1,211.45
106846	KCC re Kent Pension Fund	Employer & Employees pension contributions April 2017	927.97	-	927.97
106847	Craigdene Limited	Playground inspection including post installation inspection @ Chantry Avenue Inv 1614/17.	275.00	55.00	330.00
106849	Sevenoaks District Council	30 bundles of garden waste sacks 23/03/17 inv 140996	375.00	-	375.00
106850	ICCM	Annual subscription 2017/18 inv 4458/2017/18	90.00	-	90.00
106851	Hartley Village Hall	Refund of Village Hall hire fee paid to HPC in error.	96.00	-	96.00
106852	Sevenoaks District Council	Business rates re Parish Office 01/04/17-31/03/18 inv 13/0	943.65	-	943.65
106853	Kent County Council	P/copier rental 25/02/17-24/05/17 inv PP7MD0299579	190.90	38.18	229.08
106854	Mr Munday	Garden Maintenance @ BG Inv 12	123.00	-	-
		Litter pick @ MF inv 13	42.00	-	-
		Football pitch line marking & Goal check Inv 13	123.00	-	-
		Inspection of Playground equipment Inv 13	264.00	-	-
		Inspection of Allotments Inv 13	40.00	-	-
		Litter Pick @ Rectory Meadow Inv 13	60.00	-	-
		Litter Pick @ Hartley Greens Inv 13	76.00	-	-
		Litter Pick @Gorse Wood Inv 13	60.00	-	-
		Litter Pick @ pond Inv 13	15.00	-	-
		Burial Ground visual inspection Inv 14	18.50	-	-
		Cut grass at Memorial green inv 15	18.00	-	839.50
106855	Unity Trust Bank	Transfer to new current account	75,000.00	-	75,000.00
106856	KALC	Annual subscription y/e 31/03/18 inv 5341	1,250.00	250.00	-
		2 x attendance @ Audit workshop 30/03/17 inv no 5588	60.00	12.00	1,572.00
			<b>84,392.28</b>	<b>355.18</b>	<b>84,747.46</b>

## **Adjournment**

The meeting was adjourned at 7.31 p.m.

Cllr Abraham reported that Sevenoaks District Council had bought offices in Sevenoaks which had now all been leased out, giving a 6% return to the Council. Cllr Abraham reminded Members that Sevenoaks District Council had been voted “Council of the Year 2016”.

Cllr Abraham informed Members that KALC, in association with Kent Fire & Rescue, were giving out defibrillators free of charge. Cllr Abraham confirmed that he had claimed one for Hartley and that the only cost to the Council would be for the cost of installing the unit, which came with a heated cabinet.

Cllr Kelly reported that the issue of the problem of commuter parking in Hartley, was now extending into Longfield and that, like Hartley, Longfield & New Barn Parish Council had taken the matter up with the County Council.

Dr Roberts asked when the Council proposed to start using the new Burial Ground at Manor Field.

The Chairman advised that the new Burial Ground would be used once the existing Burial Ground was full.

Mr Mayer asked whether the Council would be considering the South Eastern Rail Franchise Public Consultation. The Chairman advised that the Council was not aware of the consultation, but that a copy would be obtained and considered by the Council in due course.

The meeting resumed at 7.45 p.m.