

THE PARISH COUNCIL OF HARTLEY

MINUTES OF THE MEETING OF HARTLEY PARISH COUNCIL

HELD IN THE PAVILION, MANOR FIELD, CHURCH ROAD

ON MONDAY 12th JUNE 2017 AT 7.30 P.M.

Present : Cllr Larry Abraham
Cllr Christopher Alford
Cllr Carol Beaman
Cllr Sheila Bennett
Cllr Roger Burchell
Cllr David Graeme
Cllr Anne Oxtoby – (*Chairman*)
Cllr Vincent Sewell
Cllr Dorothy Vesey

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

1. Apologies

Apologies for absence had been received from Cllr Rogers due to family commitments and Cllr Tremain due to family commitments.

RESOLVED: That, the absences of Cllrs Rogers and Tremain, due to family commitments, be accepted and approved.

2. Declarations of interest

Cllr Abraham declared an interest under agenda item 12 (a), Payments, as he was the recipient of one of the payments.

3. Dispensations

There were no requests from Members for a dispensation.

4. Resignation

(a) The Council was informed of the resignation of Cllr Brian Ramsay as a Member of Hartley Parish Council.

RESOLVED: That, the resignation of Cllr Brian Ramsay as a Member of Hartley Parish Council, be received and noted.

(b) The Council was advised that following a period of public notice, no requests had been received to fill the casual vacancy in the Parish by election and that therefore, the Council must, as soon as practicable, fill the vacancy by co-option. Members considered how this process should be taken forward.

RESOLVED: That,
pursuant to Rule 8 (3) of the Local Elections (Parishes and Communities) Rules 1986 and in line with the good practice guidance L15-08, issued by the National Association of Local Councils, the Clerk, in consultation with the Chairman of the Council, be asked to advertise the casual vacancy on the Council's noticeboard and on the Council's website, inviting eligible individuals interested in being co-opted as a parish councillor, to complete an application form and that any application forms duly received, be reported to the Council at its meeting to be held on 10th July 2017 and for the co-option process to be carried out by the Council at a meeting to be held on 11th September 2017.

5. Minutes

RESOLVED: That, the minutes of the meeting of Hartley Parish Council held on 8th May 2017 be approved and signed by the Chairman as a correct record.

The meeting was adjourned at 7.32 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 7.40 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.

6. Amenities & Open Spaces Committee

RESOLVED: That, the minutes of the meeting of the Amenities & Open Spaces Committee held on 17th May 2017 and the recommendations contained therein, be received and, where necessary, approved and adopted.

7. Burial Grounds & Gardens of Remembrance Committee

The Chairman reported that the meeting of the Burial Grounds & Gardens of Remembrance Committee due to be held on 8th June 2017, had been postponed and would now be held on Wednesday 14th June 2017.

8. General Purposes Committee

Cllr Alford proposed and Cllr Abraham seconded an addition to the recommendation contained in the minutes of the General Purposes Committee held on 30th May 2017, (page 4, minute item 9, Pedestrian Crossing – Ash Road), so that it reads:

- (1) Kent Highway Services (KHS) be advised that the Parish Council wishes to proceed, as soon as possible, with the preparation work to design a new pedestrian crossing in Ash Road between Wellfield and Larkfield.
- (2) Pursuant to Financial Regulation 11.1 (a) (ii), in respect of the provision of specialist services, the Parish Council is satisfied that Kent Highway Services has the relevant specialist knowledge and expertise and

therefore accepts the fee estimate for the sum of £8,995.00 + VAT, for the design work and,

- (3) KHS be advised that the Parish Council would welcome a broad programme for the work, including a forecast installation date and wishes to be kept informed and consulted on progress.
- (4) Kent Police be advised of the content and findings of the traffic survey conducted on behalf of Kent Highway Services in Ash Road between Wellfield and Larkfield in January 2017 and in particular the details which showed that during the week in question, over 9000 vehicles (10%) exceeded the enforcement threshold of 35mph. The Parish Council is particularly concerned about this level of speeding as it is close to a dangerous section in the road which has experienced a number of accidents.

On being put to the vote the amendment was CARRIED.

RESOLVED: That, the minutes of the meeting of the General Purposes Committee held on 17th May 2017 and the recommendations contained therein, be received and, where necessary, approved and adopted.

9. Planning Committee

Councillor Alford commented on the resolution contained in the minutes of the Planning Committee meeting held on 24th May, (page 4, minute item 6, Proposed Telecommunications Base Station adjacent to Cherry Tress Shops, Church Road – Pre application Consultation), as he considered that residents should also have an opportunity to state their views.

Cllr Abraham confirmed that a planning application had now been submitted and that the Parish Council and residents would be given the opportunity to comment on the proposal.

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 10th May 2017, 24th May 2017 and 7th June 2017, be received and adopted.

10. Northfield Management Committee

RESOLVED: That,

- (1) the minutes of the meeting of the Northfield Management Committee held on 22nd May 2017, be received and noted; and
- (2) the amendments to the Financial Regulations, as recommended by the Northfield Management Committee at its meeting held on 22nd May 2017, be approved by Hartley Parish Council.

11. Defibrillator

The Chairman reported that Councillor Abraham had acquired a defibrillator and cabinet from KALC, under the Kent Fire and Rescue contributions, which had now been delivered.

The equipment is a ZOLL AED Plus Fully Automatic and an AIVIA 200 Outdoor/Indoor AED Cabinet with Alarm Heating. The defibrillator had been supplied free of charge, but Members noted that the installation of the equipment would be at the expense of the Parish Council.

Members considered a suitable location for the equipment to be sited and agreed that it should be installed on an external wall at the Pavilion, Manor Field.

The Clerk reported that a quotation had been received from Hartley Electricians to install the defibrillator at a cost of £120.00 + VAT.

RESOLVED: That, the Clerk be requested to make arrangements for Hartley Electricians to install the defibrillator and cabinet on a suitable external wall at the Pavilion, for the sum of £120.00 + VAT.

12. Payments

RESOLVED: That

- (1) the payment of accounts for June 2017, attached as Appendix 1 to these minutes, be approved;
- (2) the Council detail report as at 6th June 2017 setting out actual income and expenditure against budgeted estimates be received and noted; and
- (3) the bank reconciliations for the Council's three bank accounts for April and May, be verified after the close of the meeting.

The meeting closed at 8.06 p.m.

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

Date:.....

Schedule of Payments June 2017 - Paid by Internet Banking from Unity Trust Bank					
Ref:	Payment to	Particulars	Net	VAT	Total
369729135	H Gilder	Salary 01/06/2017-30/06/2017 (Pre-approved)	2,121.18	-	-
		Reimbursement of refreshments re APM 12/05/17	34.67	-	2,155.85
512019772	J Tyrrell	Salary 01/06/2017-30/06/2017 (Pre-approved) + 8hrs CiLCA May	1,069.32	-	1,069.32
378837148	KCC re Kent Pension Fund	Employer & Employees pension contributions June 2017	971.38	-	971.38
472567173	Wrotham Computer Care Limited	Remote IT support check back ups inv 21109	25.00	5.00	-
		Remote IT support check back ups inv 21155	25.00	5.00	60.00
862152173	T D Munday	Garden maintenance @ BG Inv 29	123.00	-	-
		Litter pick @ Manor Field inv 30	70.00	-	-
		Playground inspection inv 30	264.00	-	-
		Allotment inspection inv 30	40.00	-	-
		Litter pick @ Rectory Meadow inv 30	60.00	-	-
		Litter pick Hartley greens inv 30	76.00	-	-
		Litter pick Gorse Wood inv 30	60.00	-	-
		Litter pick pond inv 30	25.00	-	-
		Burial Ground visual inspection inv 31	18.50	-	-
		Grass cutting BG inv 32	165.00	-	-
		Grass cutting All Saints inv 33	120.00	-	-
		Grass cutting New BG inv 34	125.00	-	-
		Grass cutting Memorial Green inv 358	72.00	-	-
		Strim grass @ Rectory Meadow inv 36	25.00	-	-
		Cut back hedge @ W/Ave leading to play area inv 37	25.00	-	-
		Remove & replace broken rail on fence @ W/Ave inv 38	12.00	-	1,280.50
957032761	Kent County Council	Hand towels & toilet rolls re V/Hall Inv I2879365	26.82	-	-
		Hand towels & toilet rolls re Pavilion Inv I2879365	25.35	5.07	-
		Stationery Inv I2877687	14.45	2.89	-
		Stationery Inv I2877686	15.80	3.16	-
		Stationery Inv I2878905	12.70	2.54	-
		Stationery & First aid kit refill re Pavilion Inv I2869612	49.90	9.98	-
		Stationery Inv I2864263	25.40	5.08	-
		Stationery Inv I2855954	65.90	13.18	278.22
674339168	Hartley Electricians	3 x bonding clamps & earth cabling re Pavilion inv INV-0957	58.24	11.65	-
		Cable & earth rod re Pavilion @ Manor Field inv INV-0949	170.00	34.00	273.89
686389428	G Hampsheir	Delivery of Hartley Herald & Annual Report Inv 1968	200.00	-	200.00

APPENDIX 1

528830310	CACHES Ltd	Water heater and boiler repairs @ Pavilion inv 2017/8103	87.50	17.50	105.00
37048275	Action with Communities in Rural Kent	Trustee Training Workshop 11th July 2017 Cllr C Beaman	25.00	-	25.00
			6,304.11	115.05	6,419.16

Adjournment

The meeting was adjourned at 7.32 p.m.

Cllr Brazier reported that there had recently been changes to the Members Grant scheme and that requests for parking restrictions would no longer be part of the scheme. Cllr Brazier confirmed that the proposed parking restrictions at Wellfield would still go ahead, due to the fact that the process had been started prior to the changes.

Members noted that Cllr Brazier had approached the KCC Cabinet Member who would instruct Sevenoaks District Council to proceed with the scheme, which should be completed by the end of the year.

Cllr Kelly reported that Sevenoaks District Council had had a good year last year and that it would continue with further investment to enable it to remain self - sufficient. Cllr Kelly confirmed that any new schemes were fully investigated prior to the District Council going ahead.

Cllr Abraham reported that the timetable for the Sevenoaks District Local Plan had now been set out and that the final submission was due in 2018. If accepted by the Inspector, it would be adopted in 2019.

Cllr Abraham reported that he had recently attended a celebration for the local list – buildings of local and historical interest, which aren't listed. This is due to go out to parishes shortly.

Dr Roberts asked whether the proposed lych gate at the new Burial Ground would have a date marked on it to indicate to future generations when the gate had been erected.

The Chairman confirmed that it was the Council's intention to mark the lych gate with a date.

The meeting resumed at 7.40 p.m.

