

THE PARISH COUNCIL OF HARTLEY

MINUTES OF THE MEETING OF HARTLEY PARISH COUNCIL

HELD IN THE PAVILION, MANOR FIELD, CHURCH ROAD

ON MONDAY 10th JULY 2017 AT 7.30 P.M.

Present : Cllr Larry Abraham
Cllr Carol Beaman
Cllr Sheila Bennett
Cllr Anne Oxtoby – (*Chairman*)
Cllr Vincent Sewell
Cllr Dorothy Vesey

In attendance: Mrs Jane Tyrrell- (*Assistant Clerk*)
Cllr David Brazier – Kent County Councillor
4 members of the public

1. Apologies

Apologies for absence had been received from Cllr Alford due to family commitments, Cllr Burchell due to family commitments Cllr Graeme due to family commitments and Cllr Tremain due to family commitments.

Members noted that Cllr Kelly, the Sevenoaks District Councillor had also given his apologies for absence.

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

2. Declarations of interest

There were no declarations of interest.

3. Dispensations

There were no requests from Members for a dispensation.

4. Co-option to the Council

The Council was informed that two applications had been received from eligible candidates following the public notice displayed on the Council's noticeboards and website and that co-option would take place at the September meeting of the Council.

5. Membership of Committees

In light of the recent Councillor resignation, Cllr Penny Cole had requested to be removed from the Amenities & Open Spaces Committee and expressed an interest to be appointed to the Burial Grounds & Gardens of Remembrance Committee.

RESOLVED: That, Cllr Penny Cole be removed from the Amenities & Open Spaces Committee and appointed to the Burial Grounds & Gardens of Remembrance Committee Council.

6. Minutes

RESOLVED: That, the minutes of the meeting of Hartley Parish Council held on 12th June 2017 be approved and signed by the Chairman as a correct record.

The meeting was adjourned at 7.35 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.

7. Amenities & Open Spaces Committee

RESOLVED: That, the minutes of the meeting of the Amenities & Open Spaces Committee held on 4th July 2017 and the recommendations contained therein, be received and, where necessary, approved and adopted.

8. Burial Grounds & Gardens of Remembrance Committee

RESOLVED: That, the minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 14th June 2017 and the recommendations contained therein, be received and, where necessary, approved and adopted.

9. Planning Committee

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 21st June 2017 and 5th July, be received and adopted.

10. Defibrillator

Members considered a report on the installation of the defibrillator and cabinet acquired from KALC under the Fire and Rescue Contributions.

Members noted that prior to the defibrillator being placed in the cabinet, the Clerk had noticed that the Operator's Guide enclosed with the defibrillator stated that ***“the unit is intended to be used by responders who have been trained and certified in CPR and the use of AED to defibrillate victims of cardiac arrest”***.

In addition, the Administrator's Guide stated that ***“the fully automatic AED Plus is to be used by trained rescuers”*** and on the reverse of the defibrillator itself, it stated that ***“this equipment is for use only by qualified personnel”***.

In light of the above, the Clerk contacted KALC to ask for clarification as to the intended users of the device, as the Council had understood that the defibrillator would be available for use by the general public, should it be required.

Members considered advice received from Zoll, (the manufacturer) and the Resuscitation Council UK.

RESOLVED: That, in light of the advice received from Zoll and the Resuscitation Council UK, the defibrillator be installed into the cabinet on the external wall at the Pavilion, with the additional statement included from Zoll, the manufacturer, explaining that the equipment could be used by non-trained personnel.

11. Payments

RESOLVED: That

- (1) the payment of accounts for July and August 2017, attached as Appendix 1 to these minutes, be approved;
- (2) the Council detail report as at 4th July 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 June and July, be verified after the close of the meeting.

The meeting closed at 7.50 p.m.

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

Date:.....

Schedule of Payments July 2017 - Paid by Internet Banking from Unity Trust Bank

Ref:	Payment to	Particulars	Net	VAT	Total
885927688	Kent County Council	PAID 05/07/17 - Fee to proceed with CDM pack & RSA inv 900045460	8,995.00	-	8,995.00
20378437	Woodberry	PAID 05/07/17 - Purchase of 2 benches & 1 picnic table + plaques inv 64776			
			1,487.20	297.44	1,784.64
470116953	H Gilder	Salary 01/07/2017-31/07/2017 (Pre-approved)	2,121.38	-	2,121.38
94237796	J Tyrrell	Salary 01/07/2017-31/07/2017 (Pre-approved) + 6¼ hrs CiLCA 26/06 & 01/07			
			991.86	-	991.86
1876181	KCC re Kent Pension Fund	Employer & Employees pension contributions July 2017	944.93	-	944.93
685570972	T D Munday	Garden maintenance @ BG Inv 40	123.00	-	-
		Litter pick @ Manor Field inv 41	56.00	-	-
		Playground inspection inv 41	350.00	-	-
		Allotment inspection inv 41	50.00	-	-
		Litter pick @ Rectory Meadow inv 41	75.00	-	-
		Litter pick Hartley greens inv 41	95.00	-	-
		Litter pick Gorse Wood inv 41	75.00	-	-
		Litter pick pond inv 41	20.00	-	-
		Strim entrance to MF inv 41	11.00	-	-
		Strim grass behind Pav inv 41	25.00	-	-
		Grass cutting Memorial Green inv 46	72.00	-	-
		Grass cutting new BG inv 45	100.00	-	-
		Grass cutting All Saints inv 44	80.00	-	-
		Grass cutting BG inv 43	132.00	-	-
		Burial Ground visual inspection inv 42	18.50	-	-
		Repair fence around play area re vandalism inv 47	320.00	-	-
		Cut up dangerous trees in Gorse Wood inv 48	50.00	-	1,652.50
259075537	Kent County Council	External Back up drive x 2 re P/O inv I2901117	134.70	26.94	-
		Stationery inv I2894256	22.80	4.56	-
		Photocopier rental 25/05-24/08 inv PP7MD0307965	190.90	38.18	-
		Photocopier copy charges 25/02/17-24/05/17 inv PP7MD0307871	242.77	48.55	709.40
806273324	DartClean	Cleaning and water temp testing @ Pavilion 05/06/17-04/07/17	404.00	-	404.00
325541154	Kent County Council	Work undertaken at Rectory Meadow Summer & Autumn 2016 Inv 900037582			
			220.00	44.00	264.00
41093767	CACHES Ltd	Repairs to boiler ignition @ Pavilion inv 2017/8202	162.00	32.40	-
		Minor Service visit @ Pavilion inv 2017/8198	120.00	24.00	338.40
129969099	Glasdon UK Limited	1 metal 50 litre fido dog bin inv 731825	185.40	37.08	222.48

40144311	Hartley Electricians	Electrical installation condition report @ Pavilion inv INV-0843	237.50	47.50	285.00
847245610	Weed Management Ltd	Application of fertilizer & herbicide @ Manor Field inv 11474	335.00	67.00	402.00
863705549	Bayly Environmental Services Ltd	Legionella sample @ Pavilion inv 212121	100.00	20.00	120.00
418783852	Jade Construction	50% deposit for works to Lych Gate to new BG Inv 323	6,600.00	1,320.00	7,920.00
			25,147.94	2,007.65	27,155.59

Schedule of Payments July 2017 - Paid by cheque/DDR from Barclays Bank

Chq No	Payment to	Particulars	Net	VAT	Total
DDR	Barclays Bank PLC				
		Mixed Payment Plan Charges & Paid referral fee 15/05/17 - 12/06/17	126.84	-	126.84
106885	Kent Wildlife Trust	Annual subscription	50.00	-	50.00
106886	Sevenoaks District Council	Quarterly charge for emptying dog bins Apr - Jun inv 142329	322.40	64.48	-
		30 bundles of garden sacks 31/05/17 inv 142393	390.00	-	-
		20 bundles of garden sacks 29/06/17 inv 142393	260.00	-	<u>1,036.88</u>
106887	K.S Malham Building Services	Repairs to tap at allotments inv KH10017	48.00	-	48.00
106888	HM Revenue & Customs	Month 4 Employers & Employee NIC & PAYE	1,246.51	-	1,246.51
106889	Post Office Limited	100 x 1st Class stamps	65.00	-	-
		100 X 2nd class stamps	56.00	-	<u>121.00</u>
			2,564.75	64.48	2,629.23

Schedule of Payments August 2017 - Paid by Internet Banking from Unity Trust Bank

Ref:	Payment to	Particulars	Net	VAT	Total
	H Gilder	Salary 01/08/2017-31/08/2017 (Pre-approved)	2,121.18	-	2,121.18
	J Tyrrell	Salary 01/08/2017-31/08/2017 (Pre-approved)	1,132.92	-	1,132.92
	KCC re Kent Pension Fund	Employer & Employees pension contributions August2017	993.09	-	993.09
	H M Revenue & Customs	Month 5 Employer & Employee NIC & PAYE	1,346.42	-	1,346.42
	T D Munday	Garden maintenance @ BG Inv 51	123.00	-	-
		Litter pick @ Manor Field inv 52	70.00	-	-
		Spray weedkiller in car park inv 52	78.00	-	-
		Strim entrance to MF inv 52	11.00	-	-
		Playground inspection inv 52	280.00	-	-
		Allotment inspection inv 52	40.00	-	-
		Litter pick @ Rectory Meadow inv 52	60.00	-	-
		Litter pick Hartley greens inv 52	76.00	-	-
		Litter pick Gorse Wood inv 52	60.00	-	-
		Litter pick pond inv 52	25.00	-	-
		BG Visual inspection inv 53	18.50	-	-
		Grass cutting BG inv 54	165.00	-	-
		Grass cutting All Saints inv 55	80.00	-	-
		Grass cutting new BG inv 56	125.00	-	-
		Grass cutting Memorial Green inv 57	72.00	-	-
		Strim grass @ Rectory Meadow inv 58	25.00	-	<u>1,308.50</u>
			6,902.11	-	6,902.11

Adjournment

The meeting was adjourned at 7.35 p.m.

Cllr Brazier reported that Children’s services at County Hall had been judged as “Good” by Ofsted at a recent inspection.

Cllr Brazier reported on the planning application for a proposed telephone mast near to the shops at Cherry Trees. He explained that utility operators do have permitted rights so there is little that District Councils can do when applications are presented to them but prior approval is needed before any works are started. In this prior approval, two main items for consideration are the appearance and the environmental sensitivity – both matters which had been concerns expressed by many of the public objections.

Cllr Brazier also reported that in about 2003 when there were many masts being erected across the country, the leader of KCC at the time decided that masts wouldn’t be permitted in the County at all. This fact was brought back to Cllr Brazier’s attention and he was going to follow this matter up and establish when and if this was overruled.

Cllr Brazier concluded by advising those present that the proposed mast would be sited on land owned by KCC and for any future queries on ownership of land, Cllr Brazier would be happy to clarify ownership if needed.

Cllr Abraham added that the date for the decision on the application was 17th July 2017 and should the officers at Sevenoaks wish to pass it, Cllr Abraham would request that it would be referred to the meeting of the Development Control Committee on the 20th July 2017.

Dr Roberts voiced her concerns with the soakaway at Northfield and blocked drains in the vicinity. Cllr Abraham suggested that Dr Roberts reported this on the KCC portal and that the Parish Office would do the same.

The meeting resumed at 7.40 p.m.

