

**THE PARISH COUNCIL OF HARTLEY**

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

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

**ON MONDAY 11<sup>th</sup> SEPTEMBER 2017 AT 7.30 P.M.**

**Present :** Cllr Larry Abraham  
Cllr Carol Beaman  
Cllr Sheila Bennett  
Cllr Roger Burchell  
Cllr Annette Ewing  
Cllr David Graeme  
Cllr Anne Oxtoby – (*Chairman*)  
Cllr Vincent Sewell  
Cllr Andrew Tremain

**In attendance:** Mrs Helen Gilder- (*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 Cole due to work commitments and Cllr Vesey due to family commitments.

RESOLVED: That, the absences of Cllrs Alford and Vesey due to family commitments and Cllr Cole due to work commitments, be accepted and approved.

**2. Declarations of interest**

Cllr Abraham declared an interest under agenda item 10 (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 Councillor Mrs Lisa Rogers as a Member of Hartley Parish Council.

RESOLVED: That, the resignation of Councillor Mrs Lisa Rogers as a Member of Hartley Parish Council, be 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.

The Council was advised that a public notice of the casual vacancy on Hartley Parish Council had been displayed on the Council's noticeboards and placed on the Council's website. The closing date for applications was 8<sup>th</sup> September 2017.

The Clerk reported that no applications had been received.

RESOLVED: That,

(1) Pursuant to Rule 8 (3) of The Local Elections (Parishes & Communities) Rules 1986) and in line with the good practice guidance L15-08, issued by the National Association of Parish Councils, the Clerk's action, in consultation with the Chairman and Vice Chairman of the Council, to advertise the casual vacancy on the Council's noticeboards and on the Council's website be confirmed and,

(2) in the absence of any applications being received to fill the casual vacancy, Pursuant to Rule 8 (3) of The Local Elections (Parishes & Communities) Rules 1986) and in line with the good practice guidance L15-08, issued by the National Association of Parish Councils, the Clerk, in consultation with the Chairman and Vice Chairman of the Council, be asked to advertise the casual vacancy on the Council's noticeboards, on the Council's website, in the December edition of the Hartley Herald and by any other means available, inviting eligible individuals interested in being co-opted as a parish councillor, to complete an application form and that any applications duly received, be reported to the Council at its meeting to be held on 8<sup>th</sup> January 2018 and for the co-option process to also be carried out at that meeting.

## **5. Co-option to the Council**

At the Council meeting held on 10<sup>th</sup> July 2017, the Council was informed that following Councillor Ramsay's resignation, two applications had been received. The Chairman reported that one of the applications had since been withdrawn by the applicant.

The Council considered an application from a resident to be co-opted as a Hartley Parish Councillor.

RESOLVED: That, Mrs Annette Ewing be co-opted as a parish councillor to Hartley Parish Council.

## **6. Declaration of Acceptance of Office**

Mrs Annette Ewing signed her Declaration of Acceptance of Office, which was duly delivered to the Council.

## **7. Membership of Committees**

RESOLVED: That, Cllr Annette Ewing be appointed to the Amenities & Open Spaces Committee and the Planning Committee.

## **8. Minutes**

RESOLVED: That, the minutes of the meeting of Hartley Parish Council held on 10<sup>th</sup> July 2017 be approved and signed by the Chairman as a correct record.

*The meeting was adjourned at 7.39 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 8.00 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.

## **9. Planning Committee**

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 19<sup>th</sup> July 2017, 2<sup>nd</sup> August 2017, 16<sup>th</sup> August 2017 and 30<sup>th</sup> August 2017, be received and adopted.

## **10. Payments**

RESOLVED: That

- (1) the payment of accounts for September 2017, attached as Appendix 1 to these minutes, be approved;
- (2) the Council detail report as at 5<sup>th</sup> September 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 August, be verified after the close of the meeting.

The meeting closed at 8.03 p.m.

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

Date:.....

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

<b>Chq No</b>	<b>Payment to</b>	<b>Particulars</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
DDR	Barclays Bank PLC	Mixed Payment Plan Charges 13/06/17 - 12/07/17	28.15	-	28.15
DDR	Barclays Bank PLC	Mixed Payment Plan Charges 13/07/17 - 13/08/17	24.61	-	24.61
106890	British Telecommunications	PAID 13/07/17 - Call charges 10/04-10/07 & line rental 01/07-30/09	139.88	19.98	159.86
106891	RBL Poppy Appeal	Donation re 4 no poppy wreaths	68.00	-	68.00
106892	Castle Marquees	Hire of portable toilet re family fun day 15/08/17 Woodland Ave inv 18231	100.00	20.00	120.00
106893	Hartley Parish Council	Top up to Unity Trust Bank Account	66,679.45	-	66,679.45
106894	L Abraham	Travel allowance 08/09/17 Sevenoaks Town Council - KALC Area meeting 32 miles @ 45p per mile	14.40	-	14.40
106895	Post Office Limited	100 x 2nd class stamps	56.00	-	56.00
			<b>67,110.49</b>	<b>39.98</b>	<b>67,150.47</b>

Schedule of Payments September 2017 - Paid by Internet Banking from Unity Trust Bank					
Ref:	Payment to	Particulars	Net	VAT	Total
	British Telecommunications	PAID 28/07/17 - Broadband service 01/07/17-30/09/17	108.00	21.60	129.60
873902932	PlayPlace Innov8 CIC	PAID 22/08/17 - Weekly youth sessions @ Woodland Ave. 1st installment 10 sessions. Inv JS/Hartley/0717	1,070.45	-	-
	PlayPlace Innov8 CIC	PAID 22/08/17 - Summer play days 30/05 & 01/08 inv JS/Hartley/07	864.00	-	1,934.45
835932784	Scottish Power	PAID 30/08/17 - Electricity @ Pavilion 28/07 - 24/08	157.72	7.89	165.61
831623558	H Gilder	Salary 01/09/2017-30/09/2017 (Pre-approved)	2,121.18	-	-
		Reimbursement of mobile telephone calls made to ADT re alarm fault at the Pavilion 28/06 & 20/07	12.42	-	-
		Travel allowance 18/07/17 SDC Town & PC Forum @ SDC 26 miles x 45p per mile	11.70	-	2,145.30
182023000	J Tyrrell	Salary 01/09/2017-30/09/2017 & CiLCA (Pre-approved)	1,049.51	-	-
		Reimbursement re purchase of defibrillater pads - Defibshop	72.00	-	-
		Travel allowance 26/07/17 Lenham re KALC CiLCA workshop 54 miles @ 45p per mile.	24.30	-	-
		Reimbursement of purchase of GT85 spray re bollard @ MF	4.95	-	1,150.76
480935376	KCC re Kent Pension Fund	Employer & Employees pension contributions September 2017	964.60	-	964.60
407327791	H M Revenue & Customs	Month 6 Employer & Employee NIC & PAYE	1,287.40	-	1,287.40
541685236	T D Munday	Garden maintenance @ BG Inv inv 60	123.00	-	-
		Litter pick @ Manor Field inv 61	56.00	-	-
		Strim entrance to MF inv 61	11.00	-	-
		Playground inspection inv 61	360.00	-	-
		Allotment inspection inv 61	50.00	-	-
		Litter pick @ Rectory Meadow inv 61	75.00	-	-
		Litter pick Hartley greens inv 61	100.00	-	-
		Litter pick Gorse Wood inv 61	80.00	-	-
		Litter pick pond inv 61	20.00	-	-
		BG Visual inspection inv 62	18.50	-	-
		Grass cutting BG inv 63	132.00	-	-
		Grass cutting All Saints inv 64	80.00	-	-
		Grass cutting new BG inv 65	100.00	-	-
		Grass cutting Memorial Green inv 66	72.00	-	-
		Strim grass @ Rectory Meadow inv 68	25.00	-	-
		Clean path of weeds & level slabs leading to Chantry Avenue rec ground inv 67	45.00	-	-





## **Adjournment**

The meeting was adjourned at 7.39 p.m.

Cllr Brazier reported that the proposed double yellow lines at the junction of Ash Road and Wellfield were due to go ahead.

Cllr Brazier reported that the provision of early years and school results had been very satisfactory.

Cllr Abraham reported that the Sevenoaks District Local Plan Consultation was currently being distributed.

Cllr Abraham reported that Sevenoaks District Councillors had raised £700 for the Elenor Foundation by competing in the recent Chipstead dragon boat race.

Dr Cramp raised a number of issues regarding Sevenoaks District Council's delegated report in respect of the recent application for a telephone mast at Cherry Trees and also commented that it had been difficult to view the objections to the application on the District Council's website.

Cllr Abraham agreed to take these issues up with the District Council on Dr Cramp's behalf.

Dr Cramp voiced his concerns regarding the Sevenoaks District Local Plan.

Cllr Abraham agreed to raise these concerns with the District Council on Dr Cramp's behalf.

The meeting resumed at 8.00 p.m.