

**THE PARISH COUNCIL OF HARTLEY**

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

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

**ON MONDAY 14<sup>th</sup> JANUARY 2019 AT 7.30 P.M.**

**Present :** Cllr Larry Abraham  
Cllr Sheila Bennett  
Cllr Penny Cole  
Cllr David Graeme  
Cllr Mally Malham  
Cllr Matt Mohr  
Cllr Anne Oxtoby – (*Chairman*)  
Cllr Ian Ross  
Cllr Vince Sewell  
Cllr Andrew Tremain

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

**1. Apologies**

Apologies for absence had been received from Cllr Alford due to family commitments and Cllr Ewing due to work commitments.

RESOLVED: That,  
the absences of Cllr Alford due to family commitments and Cllr Ewing due to work 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. Minutes**

RESOLVED: That,  
the minutes of the meeting of Hartley Parish Council held on 10<sup>th</sup> December 2018 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 7.35 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. Co-option to the Council**

At the Council meeting held on 10th December 2018, the Council had noted the resignation of Cllr Mrs Dorothy Vesey as a Member of Hartley Parish Council.

A Notice of Vacancy had been displayed on the Parish Council's noticeboard and on the website on 5<sup>th</sup> December 2018.

Members noted that In accordance with Rule 5 (6) Local Elections (Parishes and Communities) (England and Wales) Rules 2006, where the vacancy occurs within six months before the day on which the councillor whose office is vacant would regularly have retired, an election shall not be held and the vacancy may be filled either by co-option by the Parish, or at the next ordinary election of councillors on 2<sup>nd</sup> May 2019.

It was resolved that in view of the above, "no action be taken to fill the vacancy, unless, as a result of the Notice of Vacancy displayed on the Parish Council's noticeboard and website, an applicant comes forward, in which case, the Council will take the necessary steps to fill the vacancy by co-option".

The Chairman reported that one application had been received from an eligible candidate following the Notice of Vacancy displayed on the Council's noticeboard website, following Councillor Vesey's resignation.

RESOLVED: That,

the co-option process be carried out by the Council at its meeting to be held on 11<sup>th</sup> February 2019.

## **6. Finance Committee**

RESOLVED: That,

the minutes of the meeting of the Finance Committee held on 19<sup>th</sup> December 2018 and the recommendations contained therein, be received and, where necessary, approved and adopted.

## **7. Planning Committee**

RESOLVED: That,

the minutes of the meetings of the Planning Committee held on 19<sup>th</sup> December 2018 and 2<sup>nd</sup> January 2019, be received and adopted.

## **8. Bank Signatories**

Following the resignation of Councillor Vesey, Members considered whether to include an additional member of the Council as a signatory to the Council's bank accounts.

The Council noted that the current signatories are Councillors Abraham, Bennett, Graeme and Oxtoby.

RESOLVED: That,

Cllr Ross be added as a signatory to the Council's accounts, so that the signatories include Cllrs Abraham, Bennett, Graeme, Oxtoby and Ross.

### **9. Sevenoaks District Council Local Plan Proposed Submission Version Consultation (December 2018) and Additional Consultations**

(a) Members considered an email dated 18<sup>th</sup> December 2018, received from Sevenoaks District Council, regarding the consultations on the Proposed Submission Version of the Local Plan (Regulation 19), and the Additional Potential Strategic Development Sites in the Green Belt.

Members were reminded that the consultation period runs from 9.00a.m. on Tuesday 18<sup>th</sup> December until midnight on Sunday 3<sup>rd</sup> February 2019.

RESOLVED: That,

the email dated 18<sup>th</sup> December 2018, received from Sevenoaks District Council, regarding the consultations on the Proposed Submission Version of the Local Plan (Regulation 19), and the Additional Potential Strategic Development Sites in the Green Belt, be noted.

(b) At the meeting of the Council held on 10<sup>th</sup> December 2018, The Chairman reported that two of the proposed sites in Hartley, MX52 and MX53 had been removed from the draft local plan.

The Chairman reported that an additional site had been included in the draft plan for New Ash Green, which would obviously have a huge impact on Hartley. The Chairman stressed the need for Hartley Parish Council to support Ash-cum-Ridley Parish Council, in objecting to the proposal.

It was agreed that the Planning Consultant employed to submit the Council's objections to the initial consultation be,

(1) advised of the latest position in relation to the Sevenoaks Draft Plan and be asked to assist in the preparation of an objection to the proposed development in the Green Belt at New Ash Green, due to the negative influence of that development on Hartley;

(2) requested to monitor the Draft Plan during the public consultation process starting on the 18th December 2018 including making any written comments and objections;

(3) asked to represent the Council at any public examination of the Plan during 2019;

(4) the Planning Consultant be asked to provide an estimate of his likely charges for time up to the end of the (Regulation 19) consultation period and that further consideration be given to seeking representation at the future public examination in light of the proposals to be considered provided that any required expenditure be limited to the sum remaining in the Local Plan earmarked reserve and,

(5) the Clerk be requested to contact Ash-cum-Ridley Parish Council, to ask whether they would be prepared to contribute towards the cost of engaging the services of the Planning Consultant to assist in the preparation of an objection to the proposed development in the Green Belt at New Ash Green.

The Chairman reported that Members of the Planning Committee had met with the Planning Consultant earlier in the day, to discuss the way forward with regard to the

removal of the proposed sites in Hartley and the additional site MX61 in New Ash Green.

The Planning Consultant had advised that although the two sites in Hartley (MX52 & MX53) had been removed from the plan, the developers could appeal to have the sites re-instated. He had therefore recommended that the Council submit a letter to the District Council, supporting its decision to remove the sites, attaching a copy of its original objections, as this would be considered by the Planning Inspector.

It was also suggested that the Council encourage residents to do the same, as the Planning Inspector would not necessarily look at the original objections submitted during the first consultation period.

The Planning Consultant had suggested that Members re-read the Parish Council's original submission objecting to the inclusion of the sites, highlighting any points that they consider required further emphasising. i.e if they had not been included in the District Council's grounds for the sites' exclusion from the Draft Local Plan.

The Planning Consultant considered that the Parish Council's objection to site MX61 in New Ash Green, should be largely along the lines of its objection to the Hartley sites, as the same grounds applied.

The Chairman reported that the Planning Consultant had indicated that the submission of traffic data obtained from the Speed Indicator Device located at the New Ash Green end of Hartley, would be useful to include in the Parish Council's submission. This however, did not record the volume of traffic leaving Hartley at the opposite end of the Parish.

Members noted that quotations had been obtained for a traffic survey to be carried out for one day and for one week. After some discussion, it was agreed that the Parish Council should commission a traffic survey for one week, to be located on Ash Road, at the Longfield end of Hartley, to obtain a more accurate record of traffic volumes.

Cllr Ross reported that the Clerk from Ash-cum-Ridley had also attended the site visit with the Planning Consultant earlier in the day.

The Chairman reported that the Planning Consultant had indicated that he would be prepared to speak at the Public Examination, with support from the Parish Council.

Members noted that any appearance at an examination would incur additional costs, but that at this stage, the Planning Consultant was not able to give an accurate idea of the exact cost.

The question as to whether it would be necessary/beneficial to hire a Barrister had been raised, but the Planning Consultant's view was that this would not be necessary.

Members noted that the Planning Consultant had estimated the cost of the meeting and site visit and the necessary submissions to Sevenoaks District Council, would be in the region of £5,500.00 + VAT.

Members agreed that, as with the response submitted in respect of sites MX52 and MX53 in Hartley, in order for the Council to put forward a detailed response, it would be necessary to engage professional assistance, particularly as the proposed site MX61 in New Ash Green would have a negative influence on Hartley.

The Chairman reported that Ash-cum-Ridley had declined to contribute towards the cost of engaging the services of Hartley Parish Council's Planning Consultant.

Members agreed that it was important to encourage residents to respond to the consultation with regard to the New Ash Green site MX61 and also for those who had previously objected to the Hartley sites MX52 & MX53, to submit letters to the District Council supporting its decision to remove the sites.

Members agreed that the most efficient way to do this would be by leaflet drop.

Cllr Oxtoby agreed to compose the leaflet, to be approved by Members and printed by the Clerk in the Parish Office. It was agreed that the leaflets would be delivered by Councillors to as many properties as possible in Hartley.

RESOLVED: That,

(1) the quotation received from the Planning Consultant, for the sum of £5,500 + VAT, to:

(a) meet with the Council to visit and discuss the proposed site in New Ash Green;

(b) assist in the preparation of an objection to the proposed development in New Ash Green;

(c) respond to Sevenoaks District Council, in support of its decision to remove sites MX52 and MX53 from the Draft Local Plan and to reserve the right to speak at the Examination in Public,

be accepted,

(2) the quotation from K & M Traffic Surveys for the sum of £300.00, to carry out an ATC for one week, counting traffic flow in both directions, at the Longfield end of Ash Road, be accepted,

(3) a leaflet urging residents to comment on the New Ash Green site MX61 and to submit letters to the District Council supporting its decision to remove the sites MX52 & MX53, (Corinthians & Banckside), be printed by the Clerk in the Parish Office and distributed by Councillors and,

(4) the full cost of the above actions, be met from the Local Plan earmarked reserve.

## 10. Payments

RESOLVED: That

(1) the payment of accounts for January 2019, attached as Appendix 1 to these minutes, be approved;

(2) the Council detail report as at 8<sup>th</sup> January 2019, 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 December be verified after the close of the meeting.

The meeting closed at 8.14 p.m.

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

Date:.....

DRAFT

<b>Schedule of Payments January 2019 - Paid by Internet Banking from Unity Trust Bank</b>					
<b>Ref:</b>	<b>Payment to</b>	<b>Particulars</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
954716163		PAID 24/12/18 - Electricity at the Pavilion 16/11/18 -30/11/18	27.14	1.36	28.50
650470409		PAID 28/12/18 - Broadband 01/07/18-30/09/18	153.10	22.62	175.72
329105768		Salary 01/01/2019-31/01/2019 (Pre-approved)	2,201.15	-	2,201.15
503398027		Salary 01/01/2019-31/01/2019 (Pre-approved)	1,328.13	-	1,328.13
319843181		Employer & Employees pension contributions January 2019	1,055.51	-	1,055.51
923903878		Month 10 Employer & Employee NIC & PAYE	1,368.97	-	1,368.97
366706492		Dog bin emptying Oct - Dec 2018 inv 152246	416.00	83.20	-
		20 bundles of garden waste sacks 03/12/18 inv 152310	270.00	-	-
		20 bundles of garden waste sacks 12/11/18 inv 151692	270.00	-	1,039.20
62417052		Garden maint BG inv 99	125.00	-	-
		Litter pick @ Manor Field inv 100	56.00	-	-
		Line marking & goal post check inv 100	50.00	-	-
		Playground inspection inv 100	222.00	-	-
		Allotment inspection inv 100	30.00	-	-
		Litter pick Rectory Meadow inv 100	48.00	-	-
		Hartley greens litter pick inv 100	63.00	-	-
		Litter pick Gorse Wood inv 100	51.00	-	-
		Litter pick pond inv 100	24.00	-	-
		BG Visual inspection inv 1	18.50	-	687.50
385872423		25 x memory sticks re Battle's Over - Nations Tribute inv 18/16	75.00	15.00	90.00
415096436		Removal of dangerous Ash tree in Gorse Wood 18/12 inv 2976	305.00	61.00	366.00
959855781		Dog waste bin inv SI765351	225.87	45.17	271.04
788547938		Cleaning of Pavilion 06/12-31/12 inv 01204	140.00	-	140.00
714312748		Encrypt backup inv 212654	50.00	10.00	-
		Computer issue re Adobe inv 212743	30.00	6.00	96.00
291340851		Stationery inv I3307260	17.10	3.42	20.52
313499725		Map;link technical support & updates inv 122302	85.00	17.00	102.00
604309909		Interim Internal Audit 2018-19 inv 1021	400.00	-	400.00
648024396		Annual inspection of playgrounds inv 1764/18	225.00	-	225.00
991467110		Service to boiler at Pavilion inv 2018/9760	350.00	70.00	420.00
654147228		Pitchmarker inv I3309000	94.00	18.80	112.80
		Monohinge gates x 2 inv 309768	1,681.84	336.37	2,018.21
			<b>11,456.31</b>	<b>689.94</b>	<b>12,146.25</b>

<b>Schedule of Payments January 2019 - Paid by cheque/DDR from Barclays Bank</b>					
<b>Chq No</b>	<b>Payment to</b>	<b>Particulars</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
DDR		Mixed Payment Plan Charges 13/11/18 - 12/12/18	28.14	-	28.14
			<b>28.14</b>	<b>-</b>	<b>28.14</b>



## **Adjournment**

The meeting was adjourned at 7.31 p.m.

Cllr Brazier had nothing to report.

Cllr Kelly reported that Sevenoaks District Council had held a consultation drop-in session on 10<sup>th</sup> January at New Ash Green Primary School, to talk about the local plan. At the session, residents were reminded of the importance of submitting individual comments to the District Council.

Cllr Abraham reported that he had attended the meeting and had impressed upon residents the fact that Hartley Parish Council supported Ash-cum-Ridley Parish Council in its objection to site MX61.

Cllr Abraham reminded those present that all comments submitted in respect of site MX61 would go straight to the Planning Inspector.

A resident asked whether Hartley Parish Council had finalised its comments with regard to site MX61 in New Ash Green.

The Chairman advised that a meeting had been held with the Parish Council's Planning Consultant earlier in the day, to discuss the submission of the Council's objection, which would be submitted before the deadline of 3<sup>rd</sup> February.

The meeting resumed at 7.35p.m.