

THE PARISH COUNCIL OF HARTLEY

MINUTES OF THE MEETING OF HARTLEY PARISH COUNCIL

HELD IN THE PAVILION, MANOR FIELD, CHURCH ROAD

ON MONDAY 10th JANUARY 2022 AT 7.30 P.M.

Present :

Cllr Larry Abraham
Cllr Chris Alford
Cllr Penny Cole
Cllr Perry Cole
Cllr Laurence Glander
Cllr David Graeme
Cllr Anne Oxtoby
Cllr Brian Ramsay
Cllr Vincent Sewell

In attendance:

Mrs Helen Boden - *(Clerk)*
Cllr David Brazier – *(Kent County Councillor)*
1 member of the public

1. Apologies

Apologies for absence had been received from Cllr James Colwell due to family commitments, Cllr Lesley Driscoll due to family commitments and Cllr Ian Ross due to illness.

RESOLVED: That,
the absences of Cllr James Colwell due to family commitments, Cllr Lesley Driscoll due to family commitments and Cllr Ian Ross due to illness, be accepted and approved.

2. Declarations of interest

Cllr Graeme declared an interest under agenda item 11 (a), Payments, as a family member was the recipient of one of the payments.

Cllr Oxtoby declared an interest under agenda item 11 (a), Payments, as she was the recipient of one of the payments.

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 13th December 2021, 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 7.32 p.m.

5. Amenities & Open Spaces Committee

RESOLVED: That,

the minutes of the meeting of the Amenities & Open Spaces Committee held on 5th January 2022 and the recommendations contained therein, be received and where necessary approved and adopted.

6. Finance Committee

RESOLVED: That,

the minutes of the meeting of the Finance Committee held on 15th December 2021 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 15th December 2021 and 5th January 2022, be received and, where necessary, approved and adopted.

8. Covid – 19 Pandemic

Members had been requested to consider any action that had been taken/may be required due to the Covid-19 Pandemic.

The Clerk reported that an update to the Special Conditions of Hire had been received from Action with Communities in Rural Kent (ACRK) and that the Special Conditions relating to the hire of the Pavilion had been updated accordingly.

RESOLVED: That,

the Clerk's report be noted.

9. Neighbourhood Plan

Members had been requested to receive and note the minutes of the meeting of the Neighbourhood Plan Steering Group held on 8th December 2021.

Cllr Alford (the Chairman of the Neighbourhood Plan Steering Group) reported that a quotation received from Fiona Fyfe Associates for the sum of £2,900 + VAT, plus an additional sum for up to two days to be added for fieldwork if necessary, had been accepted, to undertake a Landscape Character Assessment for the parish of Hartley.

Cllr Alford reported that a quotation for the sum of £650 + VAT, received from Vision ICT had been accepted, for the design and development of a stand-alone Neighbourhood Plan website.

Members noted that a Government Grant application had been submitted and that it was anticipated that the cost of the Landscape Character Assessment and the design and development of the website would be met from the grant funds.

RESOLVED: That,
the report from Cllr Alford, including the planned expenditure for the Landscape Character Assessment and the design and development of a stand-alone Neighbourhood Plan website be noted.

Cllr Alford reported that the Steering Group was currently in discussion with the Planning Consultant appointed by Fawkham Parish Council, regarding the timing of a Green Belt Assessment.

An estimate of £2,200 for both Fawkham and Hartley had been put forward by the Planning Consultant, but the Steering Group is currently awaiting confirmation from the Consultant as to how large a part of Hartley the Assessment would cover.

Provided that the work could be undertaken before the end of the financial year, the cost of this would also be met from the grant application.

RESOLVED: That,
the report from Cllr Alford, including the planned expenditure for the Green Belt Assessment, be noted.

10. Precept 2022 – 2023

(a) Members considered a letter dated 9th December 2021, received from the Chief Finance Officer at Sevenoaks District Council.

Members noted that the tax base for 2022/23, has been estimated to be £2,556.47. The tax base for 2021/22 was £2,532.03

RESOLVED: That,
the letter dated 9th December 2021, received from the Chief Finance Officer at Sevenoaks District Council, advising of the estimated tax base for Hartley for 2022/23, be received and noted.

(b) Members considered the precept for 2022/23 and noted that the information relating to the Council's Precept request for 2022/23 had to be returned to Sevenoaks District Council by the end of January 2022.

Members noted that the precept will be paid as follows: 50% on 29th April 2022 and 50% on 30th September 2022.

RESOLVED: That,

Sevenoaks District Council be advised that Hartley Parish Council wishes to contain the Band D charge for 2022/23 to the level set in 2020/21 and 2021/22 i.e £53.89, which would increase the Precept from £136,451.09 to £137,768.16 based on a tax base of £2,556.47 for 2022/23.

Members noted that containing the Band D charge would result in an annual budget overspend of £17,275.

11. Payments

RESOLVED: That,

- (1) the payment of accounts for January 2021, attached as **Appendix 1** to these minutes, be approved.
- (2) the Council detail report as at 4th January 2022, setting out actual income and expenditure against budgeted estimates be received and noted;
- (3) the bank reconciliations for the Council's four bank accounts for December 2021, be verified by Cllr Ian Ross after the close of the meeting.
- (4) it be noted that the bank reconciliations for the Council's four bank accounts for November 2021 had been verified by Cllr Perry Cole.

The meeting closed at 7.52 p.m.

Signed:.....

Date:.....

Chairman of Hartley Parish Council

DDR
107031

Mixed payment plan charges 15/11/21 - 12/12/21
Chairman's allowance

23.58	-	23.58
500.00	-	500.00

523.58	-	523.58
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Adjournment

The meeting was adjourned at 7.31 p.m.

The County Councillor had nothing to report.

The District Councillors had nothing to report.

The meeting resumed at 7.32 p.m.

