

## THE PARISH COUNCIL OF HARTLEY

6<sup>th</sup> July 2004

Dear Councillor

You are hereby summoned to attend a meeting of the Hartley Parish Council to be held at the Pavilion, Manor Field on **MONDAY 12<sup>th</sup> JULY 2004** commencing at 7.30 p.m. The business to be transacted at the meeting is:

Yours sincerely

Julie Hoad  
**Proper Officer**

**To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to contact the Clerk prior to the day of the meeting.**

### AGENDA

**1. Apologies**

To receive apologies for absence.

**2. Declarations of Interest**

To receive Members declarations of interest.

**3. Register of Interests**

To update the Register of Interest, if necessary. Members are reminded they are required to update the Register of Interests within 28 days of their interest changing.

**4. Minutes**

**(WHITE)**

To approve as a correct record the minutes of the meeting of the Council held on 14<sup>th</sup> June 2004 (Annexed).

*The meeting will be adjourned to receive any reports from the County Councillor and District Councillors.*

**5. Sale of land at Manor Field**

At the last meeting of the Council it was reported that the land owner's agent was on holiday and that a meeting between the land owner and the agent would be arranged upon his/her return. The Council has written to the land owner requesting information on the current position with regard to the negotiations over the sale of the land. It is hoped that further information will be available at the meeting and in light of this information, the Council is requested to consider a course of action to progress the purchase of two strips of land at Manor Field.

- 6. Planning Committee (LIGHT YELLOW)**  
To adopt the minutes of the meeting of the Planning Committee held on 9<sup>th</sup>, 23<sup>rd</sup> June and 7<sup>th</sup> July 2004 and to consider any recommendations contained therein (Annexed – 7<sup>th</sup> July minutes to follow).
- 7. Finance and General Purposes Committee**  
To adopt the minutes of the meeting of the Finance and General Purposes Committee held on 7<sup>th</sup> July 2004 and to consider any recommendations contained therein (to follow).
- 8. Amenities and Open Spaces Committee (GREEN)**  
To adopt the minutes of the meeting of the Amenities and Open Spaces Committee held on 9<sup>th</sup> June and 5<sup>th</sup> July 2004 and to consider any recommendations contained therein (Annexed – 5<sup>th</sup> July minutes to follow).
- 9. Gorse Wood (WHITE)**  
Pursuant to Standing Order 9, the matter concerning the acceptance of a quotation to fill the holes and remove the associated rubbish created by the young people to form a BMX track in the wood was referred to the Council for consideration. Quotations received are as set in appendix 1 attached to these minutes.
- 10. HAWK (RED)**  
To note the minutes of the meeting of the HAWK Youth Partnership Project held on 8<sup>th</sup> June 2004 (Annexed).
- 11. Youth Committee**  
To adopt the minutes of the meeting of the Youth Committee held on 1<sup>st</sup> July 2004 and to consider any recommendations contained therein (to follow).
- 12. Burial Ground and Garden of Remembrance Committee**  
To adopt the minutes of the meeting of the Burial Ground and Garden of Remembrance Committee held on 1<sup>st</sup> July 2004 and to consider any recommendations contained therein (to follow).
- 13. Parish Plan Working Group (BLUE)**
  - (a) To adopt the minutes of the meeting of the Parish Plan Working Group held on 10<sup>th</sup> June 2004 (Annexed).
  - (b) To note the minutes of the Parish Plan public meeting held on 7<sup>th</sup> July 2004 (to follow).
- 14. KAPC**  
To note the minutes of the meeting of the Sevenoaks Area Committee held on 4<sup>th</sup> June 2004 (Annexed).
- 15. Quality Status**  
To authorise the attendance of the Clerk on the AQA Block 3 training day on 16<sup>th</sup> July 2004 at Lenham Community Centre.

**16. Payments**

(a) Pursuant to financial regulation 3.3, the Clerk authorised expenditure on work and services deemed to be of an urgent nature as detailed below:

(i) Purchase and installation of 1 no new computer monitor at a cost of £263.81 plus VAT. Over recent weeks the monitor on the Council's older computer, which is no longer covered by any warranty, has been becoming increasingly problematic, until it reached a point whereby it was no longer useable.

(ii) Unblock the drains at the Pavilion on 14<sup>th</sup> June 2004 at a cost of £92.00

(b) To approve the payment of the following accounts for July and August 2004 (to follow).

**Public Question Time**

**List of circulated documents**

1. Minutes of the Annual Meeting of the Council held on 14<sup>th</sup> June 2004 **(WHITE)**
2. Minutes of the meeting of the Planning Committee held on 9<sup>th</sup> and 23<sup>rd</sup> June 2004 **(LIGHT YELLOW)**
3. Minutes of the meeting of the Amenities and Open Spaces Committee held on 9<sup>th</sup> June 2004 **(GREEN)**
4. Report on quotation in respect of clearance in Gorse Wood **(WHITE)**
5. Minutes of the meeting of the HAWK Youth Partnership Project held on 8<sup>th</sup> June 2004 **(RED)**
6. Minutes of the meeting of the Parish Plan Working Group held on 10<sup>th</sup> June 2004 **(BLUE)**
7. Minutes of the meeting of Sevenoaks Area Committee held on 4<sup>th</sup> June 2004 **(WHITE)**

**APPENDIX 1**

**Gorse Wood**

**Agenda item 9**

(1) Hanson Recycling

1 load screened soil	150.00
10 yard skip	125.00
1 JCB hire	300.00
1 man labour	85.00
Total	<b><u>£660.00</u></b>

(2) Sevenoaks Direct Services

To fill in holes and remove associated rubbish **£450.00**