

THE PARISH COUNCIL OF HARTLEY

2nd November 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 8th NOVEMBER 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 11th October 2004 (Annexed).

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

5. Local Boards in Kent

At the last meeting of the Council, it was agreed that the Clerk be asked to investigate the acquisition of an interactive sign and advice is awaited from the Highway Authority.

The County Councillor has stated that he would be willing to support an application for funding a sum of £5,000 under the KCC Local Board initiative and has suggested that the application may be looked upon more favourably if the Council was willing to make a financial contribution towards the project. The Council is requested to consider whether it wishes to make a contribution and if so, how much it would be willing to contribute.

- 6. Sale of Land at Manor Field (RED)**
To receive a progress report on negotiations with the landowners in respect of the sale of two strips of land at Manor Field (Annexed).
- 7. Office accommodation**
To receive a report on the current position in respect of the relocation of the Parish Office and to approve a course of action. (to follow).
- 8. Parish Plan (BLUE)**
(a) To receive and note the minutes of the Parish Plan public meeting held on 13th October 2004 (Annexed).
(b) To receive and note the minutes of the initial meeting of the Steering Group held on 2nd November 2004 (To follow).
- 9. Planning Committee (YELLOW)**
To adopt the minutes of the meeting of the Planning Committee held on 12th and 26th October 2004 (Annexed).
- 10. Youth Committee (GREEN)**
To adopt the minutes of the meeting of the Youth Committee held on 19th October 2004 and to consider any recommendations contained therein (Annexed).
- 11. 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 3rd November 2004 and to consider any recommendations contained therein (To follow).
- 12. KAPC**
(a) The Annual Meeting of the Kent Association of Parish Councils is due to be held on 13th November 2004. Cllrs Mrs Oxtoby and Tremain are the Council's two voting representatives. However, Cllr Mrs Oxtoby is not able to attend the AGM. Two other non voting representatives are also able to attend, if the Council so wishes.
The Council is requested to consider whether it wishes to send an alternative voting representative to the AGM in Cllr Mrs Oxtoby's absence and whether the Council wishes to send two non voting representatives to the AGM.
(b) To receive and note Parish News issue 304 (Annexed).
- 13. Calendar of meetings**
(a) Annual Parish Meeting
At the May Council meeting it was agreed that the date for the Annual Parish Meeting be deferred. The Council is requested to give this matter some consideration and to consider who should be invited to speak at the meeting.
(b) December 2004 Council meeting
To consider altering the date of the December Council meeting from 13th December to 6th December 2004.

(c) February 2005 Council meeting

To consider altering the date of the February 2005 Council meeting from 14th February to 7th February.

14. Community Warden

The Parish Council has received notification that Hartley has been successful with its bid to secure a Community Warden and that it is hoped s/he will be in post by June 2005.

15. Local bus services (CREAM)

To receive and note a report on local bus services (Annexed).

16. Quality Parish Status (ORANGE)

At the Council meeting held on 8th September 2003 the Council agreed, in principle, that it should seek quality parish status and a new working party was set up, consisting of Cllrs Alford, Mrs Burns, Mrs Oxtoby and Sewell, to investigate the process necessary to submit such an application.

At the Annual Meeting of the Council held on 10th May 2004, the Quality Parish Working Group was not included in the list of approved committees and working groups to be established by the Council for the forthcoming municipal year.

The Clerk has received notification that she has passed the AQA Certificate in Local Council Administration which was one of the criteria to be met before seeking quality status.

The Council is requested to consider whether it wishes to re-establish the working group and if so, to approve the terms of reference of the Quality Parish Status Working Group, (annexed) and to approve the membership of the working group.

17. Payments (WHITE)

(a) In accordance with powers under Section 137 of the Local Government Act 1972, the Council is requested to consider making a donation of £35.00 to the Salvation Army as a gesture of thanks for attending the Remembrance Sunday Service on 13th November 2004 at 3.00 p.m. at the war memorial on Hartley Green.

(b) To approve the payment of the following accounts for November 2004 (to follow).

Public Question Time

List of circulated documents

1. Minutes of the meeting of the Council held on 11th October 2004 **(WHITE)**
2. Sale of land at Manor Field **(RED)**
3. Minutes of the meeting of the Parish Plan public meeting held on 13th October 2004 **(BLUE)**
4. Minutes of the meeting of the Planning Committee held on 12th and 26th October 2004 **(YELLOW)**
5. Minutes of the meeting of the Youth Committee held on 19th October 2004 **(GREEN)**
6. KAPC Parish New issue 304
7. Report on the local bus services **(CREAM)**
8. Terms of reference of the Quality Parish Status Working Group **(ORANGE)**