

THE PARISH COUNCIL OF HARTLEY

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN

THE PAVILION, MANOR FIELD, CHURCH ROAD

ON MONDAY 7TH FEBRUARY 2005 COMMENCING AT 7.42 P.M.

Present: Cllr Mr A Barnett
Cllr Mrs J Burns
Cllr Mrs Y Coutts
Cllr Mr J Gaywood (Chairman)
Cllr Mrs A Oxtoby
Cllr Mr B Ramsay
Cllr Mr V Sewell
Cllr Mrs M Solman
Cllr Mr A Tremain

In attendance: Mrs J Hoad (Proper Officer)
Cllr Mr K Tucker (Kent County Council)
7 members of the public

1. Apologies:

Apologies had been received from Cllr Mr L Abraham, Cllr Mr C Alford, Cllr Mr M Harris and Cllr Mr C Ward.

2. Declarations of Interest

Cllr Mr V Sewell declared a personal and prejudicial interest under minute item 5 in respect of the planning application at Woodside, Ash Road, as the applicant has undertaken work for the member in question, but as there was no discussion or voting on the matter it was not necessary for him to withdraw from the meeting.

Cllr Mr V Sewell declared a personal interest under minute item 11 in respect of matters relating to Hartley Primary School, as he serves on the School's Governing Body as the minor authorities representative.

Cllr Mr J Gaywood declared a personal interest under minute item 15 in respect of the suggestion to designate Hartley Green as a conservation area, as his private residence overlooks the Green.

3. Register of Interests

Members were reminded of their duty to update the Register of Interests within 28 days of their interest changing.

4. Minutes

RESOLVED: That, the minutes of the meeting of the Parish Council held on 10th January 2005 be approved and signed by the Chairman as a correct record.

The meeting was adjourned at 7.34 p.m. to receive a report from the County Councillor and to allow a public question time. .

The meeting resumed at 7.52 p.m.

5. Planning Committee

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 11th and 18th January and 1st February 2005 and the recommendations contained therein be received and, where necessary, approved and adopted.

6. Finance and General Purposes Committee

It was reported that the draft lease had been received by the Council. The Council's Solicitor has examined the document and reports that, whilst the draft lease follows closely the form of the existing lease, there are a number of differences which he has brought to the Council's attention. The Council was reminded that the head of terms had been approved by the Council at its meeting held on 13th December 2004.

RESOLVED: That, (1) the minutes of the meeting of the Finance and General Purposes Committee held on 2nd February 2005 and the recommendations contained therein, be received and where necessary approved and adopted, (2) the Finance and General Purposes Committee be given delegated powers to finalise the lease in respect of the new Parish Office and, (3) two members of the Council be authorised to sign the new lease on behalf of the Council.

7. Amenities and Open Spaces Committee

RESOLVED: That, the minutes of the meeting of the Amenities and Open Spaces Committee held on 26th January 2005 and the recommendations contained therein be received and, where necessary, approved and adopted.

8. Burial Ground and Garden of Remembrance Committee

RESOLVED: That, the minutes of the meeting of the Burial Ground and Garden of Remembrance Committee held on 19th January 2005 and the recommendation contained therein be received and, where necessary, approved and adopted.

9. Youth Committee

RESOLVED: That, the minutes of the meeting of the Youth Committee held on 20th January 2005 and the recommendation contained therein be received and, where necessary, approved and adopted.

10. Northfield Management Committee

RESOLVED: That, the minutes of the meeting of the Northfield Management Committee held on 7th January 2005 be received and noted.

11. Highways Working Group

RESOLVED: That, the minutes of the meeting of the Highway Working Group held on 10th and 31st January 2005 be received and adopted.

The meeting was adjourned at 8.24 p.m. to allow the County Councillor to respond to concerns raised by the Parish Council in respect of the new traffic calming measures being undertaken by Kent Highways on Ash Road in the vicinity of Hoselands Green.

The meeting resumed at 8.25 p.m.

12. Quality Parish Status Working Group

A motion to amend the first recommendation contained on page 2, under minute item 4 of the minutes of the meeting of the Working Group held on 17th January 2005, so that it reads, "that with effect from 2006, (1) the date of the Annual Parish Meeting be changed from March to the end of May and that the invitation to residents to attend the Annual Parish Meeting be issued in April and (2) the Annual Report including the unaudited accounts, be approved by the Council at its Annual Meeting in May and the Annual Report be presented to residents at the Annual Parish Meeting and subsequently distributed to every household in the parish" was CARRIED.

RESOLVED: That, the minutes of the meeting of the Quality Parish Status Working Group held on 17th January 2005 and the recommendation contained therein, including the amended recommendation be received and, where necessary, approved and adopted.

13. Parish Plan

RESOLVED: That, the minutes of the meeting of the Hartley Parish Plan Steering Committee held on 4th January 2005 be received and noted.

14. Sevenoaks District Community Safety Partnership

The Council considered the consultation draft of the Sevenoaks District Community Safety Partnership 2005 – 08 Strategy and Action Plan.

RESOLVED: That, the consultation questionnaire on the aims and objectives of the Community Safety Partnership be completed to indicate that the Council agrees with the aims of the partnership to (1) reduce and detect crime, (2) reduce anti social behaviour and fear of crime and reassure people across the District and (3) strengthen community involvement.

15. Conservation Areas

It was reported that the District Council is considering its long term conservation programme following a report to the Environment Select Committee on 11th January 2005. The report identified two areas in Hartley that may be suitable for consideration as new conservation areas at Hartley Green and Hartley Court. The Council requested further information on the criteria for designating new conservation areas. The Council is seeking the views of the Hartley Parish Plan Steering Committee.

RESOLVED: That, the report be noted.

16. KAPC

(a) RESOLVED: That, Parish News issue no 306 be received and noted.

(b) RESOLVED: That, the Clerk be authorised to attend the “New Legislation Information Day” to be held on 23rd February 2005 at Harrietsham at a cost of £47.00 plus VAT and the Clerk and Assistant Clerk be authorised to attend the “Clerks Information Day to be held on 17th May 2005 at Teynham, cost to be confirmed.

17. Kent Village of the Year

The Council considered an invitation to enter the Kent Village of the Year 2005 completion.

RESOLVED: That, the invitation be declined and information on the competition be passed on to the Hartley Parish Plan Steering Committee.

18. Payments

RESOLVED: That, the payment of the accounts for February 2005, attached as appendix 1 to these minutes, be approved.

The meeting closed at 8.50 p.m.

Signed:..... Chairman

Date:.....

Schedule of Payments February 2005

Chq No	Payment to	Particulars	Net	VAT	Total
103710	J Hoad	Salary 01/02/2005 - 28/02/2005 (prev approved)	1,193.12	-	1,193.12
103711	H Gilder	Salary 01/02/2005 - 28/02/2005 (prev approved)	624.63	-	624.63
103712	Inland Revenue	Month 11	591.38	-	591.38
103713	D Cunningham	Cleaning services to Pavilion	80.00	-	80.00
103714	British Telecommunications PLC	BT Business Broadband 1Jan - 31 Mar 2005 Calls 26 Oct - 25 Jan and Service charges 1 Jan - 31 Mar	89.97 94.90	15.74 16.60	- <u>217.21</u>
103715	BMDP Ltd	Parish Office alterations. Preparing tender documents and drawings & submitting for approval; issuing tender invitations to agreed list of contractors. Inv 0745 02	560.70	96.25	656.95
103716	Kent County Council (KCS)	Stationery Invoice S1649488 Stationery Invoice S1689970	42.08 11.92	7.36 2.09	- <u>63.45</u>
103717	Kent County Council (KCS)	Stationery Invoice S1689225 Stationery Invoice S1694256 Stationery Invoice S1682253 Stationery Invoice S1683493	12.44 42.45 1.20 15.55	2.18 7.43 0.21 2.72	- - - <u>84.18</u>
103718	Supplies Team	olivetti ink cartridge Inv 6717229	21.39	3.74	25.13
103719	Fawkham & Hartley PCC	Burial Register	39.50	-	39.50
103720	W Mzimba	Interim internal audit for the period 1st April 2004 - 30th Sept 2004 2 days @ £170 per day	340.00	-	340.00
103721	Calor Gas Limited	Standing Charge 12791933	18.33	0.92	19.25
103722	Mr G Glidewell	Supply & erect new signboard for allotment site. Inv 76	200.00	-	200.00
103723	Austin Treework	Surgery work to Yew tree in All Saints churchyard Inv 6128	400.00	70.00	470.00

103724	South East Regional Play Association	Annual contribution to the South East Regional Play Association - 2005/2006	20.00	-	20.00
103725	Above The Canopy	Treeworks at Chantry Avenue 3 x horse chestnuts Inv i04315.908	212.77	37.23	250.00
103726	T D Munday	Routine maintenance work Manor Field. Litter Inv 11	60.00	-	-
		Check goal posts and line marking @ Manor Field Inv 11	20.00	-	-
		Inspect playground equipment Inv 11	200.00	-	-
		Hartley Greens: pick up litter Inv 11	24.00	-	-
		Pond: Pick up litter Inv 11	25.00	-	-
		Gorse Wood: Pick up litter Inv 11	20.00	-	<u>349.00</u>
103727	T D Munday	Burial Ground: Repair fence with new panels and metpost Inv 18	63.90	-	63.90
103728	T D Munday	Garden maintenance at Burial Ground Inv 10	119.00	-	-
		Burial Ground: Visual inspection Inv 12	18.00	-	-
		Disused church yard: Trim back holly tree & remove brambles Inv 13	20.00	-	-
		Remove brambles south side of church yard Inv 13	20.00	-	-
		Woodland Avenue recreation ground: Take off kissing gate and rehang Inv 14	56.00	-	-
		Longfield Hill & Chantry Avenue: Remove base of litter bin, take down old litter bin and remove. Inv 15	20.00	-	<u>253.00</u>
103729	Cash	100 x 1st class stamps and 100 x 2 nd class stamps 14/01/05. 23/04	49.00	-	49.00
103730	Post Office Limited	200 x 1st class stamps re newsletter	42.00	-	42.00
TOTAL			5,369.23	262.47	5,631.70

First adjournment

The County Councillor reported that the bridge on the Hartley Bottom Road was now open.

Members of the public raised questions on the railway bridge on Hartley Bottom Road, conservation areas, Manor Field, the planning appeal in respect of the telephone mast and base station on land at Gay Dawn Farm and parking at Cherry Trees.

Second adjournment

The County Councillor confirmed he had written to the cabinet member responsible for Highways to express his dissatisfaction with traffic calming measures currently being undertaken on Ash Road.