

THE PARISH COUNCIL OF HARTLEY

7th June 2005

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 13th JUNE 2005** 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 Annual Meeting of the Council held on 9th May 2005 (annexed).

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

Public Question Time

5. Amenities and Open Spaces Committee

(GREEN)

To adopt the minutes of the special meeting of the Amenities and Open Spaces Committee held on 25th May 2005 (annexed) and the minutes of the ordinary meeting of the Amenities and Open Spaces Committee held on 2nd June 2005 (to follow) and to consider any recommendations contained therein.

- 6. Planning Committee (LIGHT YELLOW)**
To adopt the minutes of the meetings of the Planning Committee held on 12th and 26th May 2005 and to consider any recommendations contained therein (annexed).
- 7. Youth Committee**
To adopt the minutes of the meeting of the Youth Committee held on 8th June 2005 and to consider any recommendation contained therein (to follow).
- 8. New Burial Ground Working Group**
To adopt the minutes of the meeting of the New Burial Ground Working Group held on 6th June 2005 and to consider any recommendations contained therein (to follow).
- 9. Quality Parish Status Working Group (PINK)**
To adopt the minutes of the meeting of the Quality Status Working Group held on 23rd May 2005 and to consider any recommendations contained therein (annexed).
- 10. Northfield Management Committee (DARK YELLOW)**
To receive and note the minutes of the meeting of the Northfield Management Committee held on 6th May 2005 (annexed).
- 11. Annual Report 2004/05 (WHITE)**
To receive and note the Annual Report (annexed) and to confirm the Clerk's action to make the necessary arrangements for its distribution to every household in Hartley.
- 12. Parish Office (RED)**
To consider a report on the progress of the Parish Office (annexed).
- 13. Highways (ORANGE)**
To consider a letter from Kent Highway Services informing of proposals to introduce a programmed schedule of works, which would be determined by Parish Councils (annexed). Kent Highways is requesting Parish Council nominate a Parish Council "Lengthsman Co-ordinator" to liaise the local highway Division.
- 14. Payments (BLUE)**
To approve the payment of the following accounts for June 2005 (annexed).

List of circulated documents

1. Minutes of the Annual Meeting of the Council held on 9th May 2005 **(WHITE)**
2. Minutes of the meeting of the special meeting of the Amenities and Open Spaces Committee held on 25th May 2005 **(GREEN)**
3. Minutes of the meetings of the Planning Committee held on 12th and 26th May 2005 **(LIGHT YELLOW)**
4. Minutes of the meeting of the Quality Parish Status Working Group held on 23rd May 2005 **(PINK)**
5. Minutes of the meeting of the Northfield Management Committee held on 6th May 2005 **(DARK YELLOW)**
6. Annual Report 2004/05 **(WHITE)**
7. Report on the progress of the Parish Office **(RED)**
8. Letter from Kent Highway Services dated 13th May 2005 **(ORANGE)**
9. Schedule of payments for the accounts for June 2005 **(BLUE)**