

**THE PARISH COUNCIL OF HARTLEY**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN**  
**THE PAVILION, MANOR FIELD, CHURCH ROAD**  
**ON MONDAY 12<sup>th</sup> SEPTEMBER 2005 COMMENCING AT 7.30 P.M.**

**Present:** Cllr Mr C Alford  
Cllr Mr A Barnett  
Cllr Mrs J Burns  
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 D Brazier (County Council)  
9 members of the public

**1. Apologies:**

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

**2. Declarations of Interest**

Cllr Mr A Tremain declared a personal and prejudicial interest under minute item 10, in respects of matters relating to Gorse Wood contained in the minutes of the meeting of the Special Projects Working Group held on 4<sup>th</sup> August 2005, (page 2, minute item 6), as his private residence is located adjacent to the wood and withdrew from the meeting during discussion and voting on the matter.

Cllr Mr V Sewell declared a personal interest under minute item 16, in respect of matters relating to Hartley Primary School. The School is an entrant in the Wildlife Gardening Competition being supported by Sevenoaks District Council and Kent Wildlife Trust and Cllr Sewell serves as a Community Governor on the School's Governing Body.

Cllr Mr J Gaywood declared a personal interest under minute item 5, in respect of matters relating to Hartley Green contained in the minutes of the meeting of the Amenities and Open Spaces Committee held on 20<sup>th</sup> July 2005, (page 5, minute item 15), as his private residence overlooks Hartley 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 11<sup>th</sup> July 2005 be approved and signed by the Chairman as a correct record.

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

*The meeting resumed at 7.50 p.m.*

**5. Amenities and Open Spaces Committee**

RESOLVED: That, the minutes of the meeting of the Amenities and Open Spaces Committee held on 20<sup>th</sup> July 2005 and the recommendation contained therein be received and where necessary approved and adopted.

**6. Burial Ground and Garden of Remembrance Committee**

RESOLVED: That, the minutes of the meetings of the Burial Ground and Garden of Remembrance Committee held on 21<sup>st</sup> July and 30<sup>th</sup> August 2005 and the recommendation 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 15<sup>th</sup> July, 28<sup>th</sup> July, 12<sup>th</sup> August and 1<sup>st</sup> September 2005 and the recommendation contained therein be received and where necessary approved and adopted.

**8. Youth Committee**

The Chairman of the Finance and General Purposes Committee sought clarification on the proposed programme for the implementation of the new 8 -12 Project and whether the Council was being asked to make available funds from the current budget or next year's budget. He also requested that the Youth Committee provide some indication of the intended use for next year's budget request.

RESOLVED: That, (1) the minutes of the meetings of the Youth Committee held on 27<sup>th</sup> July and 1<sup>st</sup> September 2005 be received and adopted and (2) the recommendation contained in the minutes of the meeting held on 1<sup>st</sup> September 2005 that, "the Parish Council be requested to make available the sum of £1,006.00 per annum for a period of 2 years to fund one Sessional Worker for the 8-12's Project at Wellfield after which the situation should be re-evaluated", be referred to the Finance and General Purposes Committee for consideration.

**9. Community Facilities Working Group**

RESOLVED: That, the minutes of the meeting of the Community Facilities Working Group held on 16<sup>th</sup> August be received and adopted.

**10. Special Projects Working Group**

RESOLVED: That, the minutes of the meeting of the Special Projects Working Group held on 4<sup>th</sup> August 2005 and the recommendation contained therein be received and where necessary approved and adopted.

**11. Council's Working Group**

The Council considered a report on the proposal to establish a new working group to improve communications with residents.

RESOLVED: That, the newsletter team, website group and the Quality Parish Status Working Group be dissolved and a new Communications Working Group be established, operating under the following terms of reference and that the membership of the newly formed Working Group be agreed at the October Council meeting:

- (1) To inform residents about the council business and activities through the newsletter and website,
- (2) To publish a newsletter quarterly and an annual report,

- (3) To monitor and update the website at least monthly,
- (4) To undertake any initiatives thought necessary to inform and consult with residents,
- (5) To develop a portfolio of information about procedures for councillors.

**12. Northfield Management Committee**

RESOLVED: That, the minutes of the meeting of the Northfield Management Committee held on 29<sup>th</sup> July 2005 be received and noted.

**13. Parish Plan Steering Committee**

RESOLVED: That, the meetings of the Parish Plan Steering Committee held on 27<sup>th</sup> June and 1<sup>st</sup> August 2005 be received and noted.

**14. Kent Association of Parish Councils**

- (a) RESOLVED: That, Parish News issue no 3310 be received and noted.
- (b) RESOLVED: That, the minutes of the meeting of the KAPC Sevenoaks Area Committee held on 3<sup>rd</sup> June 2005 be received and noted.

**15. Sustainable Energy Partnership**

The Council considered information produced by the Sustainable Energy Partnership in support of two new bills, the Climatic Change and Sustainable Energy Bill and the Management of Energy in Buildings Bill, that are to be debated in Parliament on 11<sup>th</sup> November 2005. The two bills, amongst other matters, will establish a framework to set national and local targets on greenhouse emissions, implement a fiscal strategy to assist with microgeneration and energy efficiency, establish certain permitted development rights, require utility companies to purchase surplus energy generated by households from microgeneration, require revisions to the current Building Regulations to promote microgeneration and introduce an energy generating rating system in new buildings, promote schemes to encourage householders to generate electricity by microgeneration and require utility companies to supply renewable energy to consumers

Cllr Tremain proposed, and Cllr Sewell seconded, that the Council supports the Sustainable Energy Partnership's campaign, as set out above. Two amendments to the motion were, after some discussion, withdrawn.

The motion being put to the vote was LOST.

Pursuant to Standing Order 12, it was requested that the names of those members voting for and against the motion be recorded.

Those voting for the motion:

Cllrs Alford, Tremain, Sewell and Mrs Solman.

Those voting against the motion:

Cllrs Barnett, Mrs Burns, Gaywood, Mrs Oxtoby and Ramsay.

RESOLVED: That, a letter be written to the Local Member of Parliament asking him to be present in Parliament when the Climatic Change and Sustainable Energy Bill and the Management of Energy in Buildings Bill are being debated in the House of Commons on 11<sup>th</sup> November 2005.

**16. Wildlife Gardening Celebration Evening**

RESOLVED: That, the Council sponsor a prize, a £30 gardening voucher, in support of the "Gardening for Wildlife Award Scheme" and that Cllr Sewell be asked to attend the event and present the prize to the winning entrant from Hartley parish as part of the evening's celebrations.

### **17. Special Projects Working Group cont'd**

The Chairman apologised for omitting to bring the following matter to the Council's attention under minute item 10 and with the Council's consent, the Chairman informed the Council of a letter received before the meeting from the landowner of the two strips of land at Manor Field on matters relating to the Council's proposals to replace the dilapidated and unsightly field gate at Manor Field and to provide a proper means of pedestrian access suitable for prams pushchairs and wheelchairs to the public open space, and on matters relating to the sale of land at Manor Field.

In his letter the landowner informed the Council that he was willing to continue discussions on the sale of one strip of land along the southern boundary, on the same terms as previously set out, which had not included the entrance way. The Council was reminded that it had previously agreed it was not in the public interests to pursue the purchase of one strip of land for £10,000, particularly as the extent of the sale did not include the entrance way and the strip of land had very little value as it is located within the confines of the Green Belt and therefore has no development rights. As the landowner had rejected the Council's offer to purchase both strips of land, the Council formed the view that the purchase of land at Manor Field was no longer worth pursuing and that the matter was effectively closed.

The Council noted that the landowner had referred in his letter to the original 1975 land conveyance, stating that, "the Council's rights of access via the gate and over the land are for the limited purposes contained in that Conveyance". The Council questioned whether the landowner was now objecting to the Council's proposals to use the land in the Orchard as a new Burial Ground and if this was the case, expressed some surprise over his apparent change of mind, particularly as the landowner had not objected to the planning permission granted in 1998 seeking change of use of the land to a burial ground.

RESOLVED: That, the landowners, Messrs H F & J H Glover, be informed of the Council's position and be advised that the Council intends to continue with its plans to secure burial provision for its residents within the parish.

### **18. Payments**

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

The meeting closed at 9.05 p.m.

Signed:..... Chairman

Date:.....

**Schedule of Payments June 2005**

<b>Chq No</b>	<b>Payment to</b>	<b>Particulars</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
10386 3	British Telecommunications PLC	PAID 29/07/05 calls, line rental and shift charge for exchange line and box	213.00	37.27	250.27
10386 4	British Telecommunications PLC	PAID 29/07/05 Broadband 1 Jul - 30 Sep	89.97	15.74	105.71
10386 5	Hillarys Blinds	PAID 05/08/05 Victoria roof pleated roof blind. Inv 92878314	148.94	26.06	175.00
10386 6	J Hoad	Salary 01/09/2005 - 30/09/2005 (prev approved)	1,383.96	-	-
		Martin Tolhurst commissioners fees re village green application	10.00	-	-
		Norton Antivirus subscription	20.57	-	-
		Land Registry copies of Register and Title Plan re 2 plots	8.00	-	-
		200 x 2nd class stamps 09/09/05 re newsletters	42.00		<u>1,464.53</u>
10386 7	H Gilder	Salary 01/09/2005 - 30/09/2005 (prev approved)	712.66	-	712.66
10386 8	Inland Revenue	Month 6	760.26	-	760.26
10386 9	Kent County Council	Employers & employees pension contributions April - September 2005	2,256.72	-	2,256.72
10387 0	D Cunningham	Cleaning services to Pavilion	80.00	-	80.00
10387 1	Kent County Council (KCS)	Berga focus A4 paper invoice S1818371	11.45	2.00	-
		Stationery invoice S1819033	4.05	0.71	-
		Heavy weight steel goal posts invoice TS850120	381.66	66.79	-
		Rexel V25 (cross cut) shredder invoice TS846423	40.89	7.16	-
		Paper towels invoice S1803885			-

			11.99	2.10	
		Stationery invoice S1805619			
			25.99	4.55	<u>559.34</u>
10387	Kent County Council (KCS)	Stationery invoice S1819869			
2			3.49	0.61	-
		60mm plastic cap goal socket covers invoice TS848994			
			14.60	2.55	<u>21.25</u>
10387	Sevenoaks District Council	60 bundles of garden waste sacks invoice 47596			
3			120.00	-	-
		2000 gallons from cesspool on 09/08/05 invoice 47675			
			105.00	-	-
		60 bundles of garden waste sacks invoice 47937			
			120.00	-	<u>345.00</u>
10387	Austin Treework	Felling of dead hawthorn tree in Billings Hill Shaw. Inv 6387			
4			80.00	14.00	94.00
10387	Seeboard Energy Ltd	Electricity @ Pavilion, Manor Field + standing charge			
5			56.80	2.84	59.64
10387	South Eastern Plumbers	Unblock toilet @ Pavilion			
6			64.00	-	64.00
10387	Playground Management Limited	Playground inspection plus risk assessment invoice 695792			
7			231.00	40.43	271.43
10387	Park Leisure Limited	Supply and lay 2 x swing bases 7 mtrs x 3.5 mtrs invoice 5201/2691			
8			3,192.00	558.60	3,750.60
10387	A.S.A.P Autos	To supply & fit 4 no brackets in storage container at Manor Field invoice 3286			
9			265.00	46.37	311.37
10388	VP Plc	2 x gravshore walkway section invoice 1501612			
0			345.00	60.38	405.38
10388	Red Signs & Stripes	To supply and fit signwriting to Parish Office door. Invoice J07-3621			
1			198.75	34.78	233.53
10388	HF & JH Glover	Supply of 1 box (6) padlocks invoice 40220			
2			51.00	8.93	59.93
10388	P Hughes	Replace glass in door at Pavilion . Invoice 18			
3			75.00	-	75.00
10388	W Mzimba	Internal audit for year ended 31/03/05. 2 days @ £170 per day			
4			340.00	-	340.00
10388	Williams Agriculture	To cut and clear Rectory Meadow			

5			205.00	35.88	240.88
10388	Calor Gas Limited	Standing charge July to September 2005. Invoice 13511665			
6			18.33	0.92	19.25
10388	Cash	Reimburse petty cash: 25/07/05 Postage Martin Tolhurst re Parish Office lease 07/05	1.21	-	-
7		25/07/05 100 x 1st class stamps 08/05	30.00	-	-
		26/07/05 Postage 09/05	2.52	-	-
		27/07/05 Postage re village green application special delivery 10/05	3.85	-	-
		31/08/05 100 x 1st class stamps 11/05	30.00	-	<u>67.58</u>
10388	NALC	Quality Parish Status application fee	100.00	17.50	117.50
8					
10388	T D Munday	Marking the southern boundary of Manor Field. Invoice 73	130.00	-	-
9					
		Grass cutting at Memorial Green. Invoice 72	60.00	-	-
		Grass cutting at Burial Ground. Invoice 71	125.00	-	-
		Strim grass at Burial Ground, verge and duck pond. Invoice 71	16.00	-	-
		Grass cutting at All Saints. Inv 70	80.00	-	-
		Burial Ground visual inspection. Invoice 69	22.50	-	<u>433.50</u>
10389	T D Munday	Garden maintenance at Burial Ground. Invoice 67	119.00	-	-
0					
		Routine maintenance work. Manor Field pick up litter etc. Inv 68	60.00	-	-
		Inspect playground equipment. Inv 68	200.00	-	-
		Hartley Greens pick up litter Inv 68	30.00	-	-
		Pond: pick up litter inv 68			-

			25.00	-	
		Gorse Wood: Pick up litter Inv 68			
			40.00	-	<u>474.00</u>
10389	St Johns Ambulance	Donation re attendance at Youth Activity Day			
1			60.00	-	60.00
10389	RBL Poppy Appeal	2 x poppy wreaths @ £16.50 each			
2			33.00	-	33.00
10389	Castle Marquees	Hire of 1 portable toilet 26/08/05 Invoice 8321			
3			60.00	10.50	70.50
10389	Centrewire Limited	1 Woodstock medium mobility gate. Inv 36211			
4			269.00	45.66	314.66
10389	Konica Minolta Business	Copier rental 22/08/05 - 21/11/05 Inv 837161			
5	Solutions (UK) Ltd		156.81	27.44	184.25
10389	Kent County Council (KCS)	Ink cartridge. Inv S1821746			
6			22.50	3.94	26.44
<b>TOTAL</b>			<u><b>13,363.47</b></u>	<u><b>1,073.71</b></u>	<u><b>14,437.18</b></u>

### Adjournment

The meeting was adjourned at 7.34 p.m.

#### County Councillor and District Councillor reports

The County Councillor informed those present at the meeting that the Leader of Kent County Council, Sir Sandy Bruce-Lockhart, proposes to stand down as Leader of the Council next month.

He confirmed that remedial work to alleviate the flooding at the end of Springcroft was due to start in October and that Kent County Council had agreed to provide legal advice to residents in respect of their request seeking closure of the private section of Fairby Lane to vehicular traffic.

There were no reports from the District Councillors.

#### Public question time

Questions were raised on matters relating to a request for a donation to the Hartley and District Horticultural Society, on planning matters and the Council's complaints procedure, and issues surrounding data protection and freedom of information relating to the publication of a correspondence list.

The meeting resumed at 7.50 p.m.



