

THE PARISH COUNCIL OF HARTLEY
MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN
THE PAVILION, MANOR FIELD, CHURCH ROAD
ON MONDAY 14th NOVEMBER 2005 COMMENCING AT 7.30 P.M.

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

In attendance: Mrs J Hoad (Proper Officer)
6 members of the public

1. Apologies:

Apologies had been received from Cllr Mr L Abraham due to his wife's hospital appointment and Cllr Mr C Alford due to a previous family commitment.

RESOLVED: That, the absences of Cllr Alford and Cllr Abraham be accepted and approved by the Council.

2. Declarations of Interest

Cllr Mrs A Oxtoby declared a personal and prejudicial interest in respect of matters relating to Hartley Wood as her private residence is located adjacent to the woods, but as there were no discussions or voting on the matter it was not necessary for her to withdraw from the meeting.

Cllr Mr V Sewell declared a personal interest in respect of matters relating to Hartley Primary School, as he serves on the School's Governing Body as a Community Governor.

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 October 2005 be approved and signed by the Chairman as a correct record.

As the County Councillor was not present at the meeting and the District Councillors had nothing to report, there was no adjournment.

5. Planning Committee

RESOLVED: That, the minutes of the meetings held on 21st October 2005, 1st November 2005 and 10th November 2005 and the recommendations contained in the minutes of meeting held on 10th November 2005 be received and where necessary approved and adopted.

6. Youth Committee

RESOLVED: That, the minutes of the meeting of the Youth Committee held on 9th November 2005 be received and adopted.

7. Communications Working Group

RESOLVED: That, the minutes of the meeting of the Communications Working Group held on 8th November 2005 and the recommendation contained therein be received and where necessary approved and adopted.

8. Highways Working Group

RESOLVED: That, the minutes of the meeting of the Highways Working Group held on 2nd November 2005 be received and adopted.

9. Northfield Management Committee

RESOLVED: That, the minutes of the meeting of the Northfield Management Committee held on 30th September 2005 be received and noted.

10. Parish Plan Steering Committee

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

The meeting was adjourned at 7.50 p.m.

The Chairman of the Parish Plan Steering Committee explained that the Committee intended to publish documents in respect of the Parish Plan and a Village Design Statement and that it was hoped that both documents would be published sometime next year. He reported that the Steering Committee had secured a Lottery Grant and that one of the conditions attached to the grant was that the funds must be spent by the beginning of August 2006.

The meeting resumed at 7.52 p.m.

11. Kent Association of Parish Councils

RESOLVED: That, the Parish News 312 be received and noted.

12. Parish Office

RESOLVED: That, the quotation for the sum of £78.59 plus VAT and delivery costs of £24.00 from Caliba through Kent County Supplies for the supply of 1 no 1200 x 280 mm flat 3 mm aluminium panel with digital print vinyl with the wording "Hartley Parish Council" and the quality parish logo be accepted.

13. Payments

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

The meeting closed at 7.55 p.m.

Signed:..... Chairman

Date:.....

Schedule of Payments November 2005

Chq No	Payment to	Particulars	Net	VAT	Total
103920	J Hoad	Salary 01/11/05-30/11/05 (prev approved)	1,425.11	-	-
		Land Registry fee re conveyance documents, Manor Field	4.00	-	<u>1,429.11</u>
103921	H Gilder	Salary 01/11/05-30/11/05 (prev approved)	759.16	-	759.16
103922	Inland Revenue	Month 8	681.62	-	681.62
103923	D Cunningham	Clean Pavilion	80.00	-	80.00
103924	Mr J Gaywood	Chairman's Allowance 2005/06	425.00	-	425.00
103925	Kent County Council (KCS)	Certificate frame Invoice S1859088	7.35	1.29	-
		3 x stacking chairs re Parish Office. Inv TS857478	100.05	17.51	-
		Grey/beechn table re Parish Office Inv S1853772	56.00	9.80	-
		Stationery invoice S1861926	23.25	4.07	-
		Freestanding acoustic screen re Parish Office. Invoice TS858896	105.57	18.47	-
		Stationery Invoice S1866533	40.72	7.13	<u>391.21</u>
103926	Kent County Council (KCS)	Socket installation re football pitches & setting out and marking of pitches. Invoice LS90317	355.00	62.13	-
		Annual inspection/testing of fire extinguishers, fire blankets and hose reels. Inv AS035172	32.50	5.69	-
		Stationery. Invoice S1850495	5.90	1.03	-
		Stationery Invoice S1850285	16.44	2.88	<u>481.57</u>
103927	Sevenoaks District Council	60 bundles of garden sacks invoice 49661	120.00	-	-
		2000 gallons from cesspool on 03/10/05 invoice 49263	105.00	-	-
		60 bundles of garden sacks invoice 49140	120.00	-	-

		Relocation of 2 benches from Porchester Close to Manor Field invoice 49098	75.00	13.13	<u>433.13</u>
103928	J B Westwood	Grass cutting 6th July - 27th Oct 2005. Invoice 2515			
			1,850.00	323.75	2,173.75
103929	Mid Kent Water Limited	Water usage (14/03/05-31/03/05 and standing charge (01/04/05-21/09/05) re Allotments at Woodland Avenue	225.02	-	-
		Water usage (15/03/05-31/03/05) and standing charge (01/04/05-30/09/05) re Pavilion, Manor Field.	58.27	-	-
					<u>283.29</u>
103930	KAPC	1 representative to KAPC 2005 AGM 05/11/05.	7.50	-	7.50
103931	British Telecommunications PLC	Cost of calls 12/07/05-10/10/05 and service charges 01/10/05-31/12/05			
		Charges in advance for BT broadband 01/10/05-31/12/05	88.19	15.43	-
			89.97	15.74	<u>209.33</u>
103932	Calor Gas Limited	Standing charge invoice 13804659	18.33	0.92	19.25
103933	Audit Commission	Audit fees 2005 invoice 6112012			
			650.00	113.75	763.75
103934	Sevenoaks District Council	Licence to use and occupy land at woodland Ave & Larkfield Invoice 2012976	100.00	-	100.00
103935	MDH Horticultural Contractors	To remove surplus soil from Burial Ground 21/09/05. Inv 395	375.00	65.63	440.63
103936	Sevenoaks District Council	Non domestic rates bill 2005/06 re Parish Office inv 1/0	420.56	-	420.56
103937	Kent County Council	Employees & Employers pension contributions October & November 05	752.24	-	752.24
103938	Cash	To reimburse petty cash Coat hook and door hook rail re Parish Office 14/05	9.15	-	-
		To reimburse petty cash 100 x 1st & 100 x 2nd class stamps 19/10/05 15/05	51.00	-	-
					<u>60.15</u>
103939	Land Registry	Fee to register land owned by the Council in Foxborough Wood off Grange Lane and Hartley Burial Ground. 2 x £30.00	60.00	-	60.00

103940	T D Munday	Woodland Avenue Recreation Ground: Repair fence with new rails caused by vandalism. Inv 90	49.00	-	-
		Routine Maintenance Work: Burial Ground visual inspection inv 86	18.00	-	-
		Grass cutting at All Saints invoice 87	80.00	-	-
		Grass cutting @ Burial Ground inv 88	125.00	-	-
		Strim grass at Burial Ground, verge and duck pond invoice 88	16.00	-	-
		Grass cutting @ Memorial Green invoice 89	60.00	-	-
					<u>348.00</u>
103941	T D Munday	Routine maintenance Manor Field litter pick inv 85	60.00	-	-
		Strim behind pavilion & Calor gas compound inv 85	20.00	-	-
		Strim around entrance to Manor Field inv 85	10.00	-	-
		Football pitch line marking and goal post check inv 85	60.00	-	-
		Inspection of playground equipment inv 85	200.00	-	-
		Hartley Greens litter pick inv 85	24.00	-	-
		Pond litter pick inv 85	20.00	-	-
		Gorse Wood litter pick inv 85	40.00	-	-
					<u>434.00</u>
103942	T D Munday	Garden maintenance at Burial Ground inv 84	119.00	-	-
					119.00
103943	Caliba	New sign for Parish Office	102.59	17.95	-
					120.54
TOTAL			<u>10,296.49</u>	<u>696.30</u>	<u>10,992.79</u>

