

## THE PARISH COUNCIL OF HARTLEY

6<sup>th</sup> December 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 12<sup>th</sup> DECEMBER 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 and approve, if necessary, any apologies for absence.

**2. Declarations of Interests**

To receive Members' declarations of interests.

**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 14<sup>th</sup> November 2005 (annexed).

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

**5. Amenities and Open Spaces Committee**

**(LIGHT GREEN)**

To adopt the minutes of the meeting of the Amenities and Open Spaces Committee held on 17<sup>th</sup> November 2005 (annexed) and to consider any recommendations contained therein.

- 6. Burial Ground and Gardens of Remembrance Committee (ORANGE)**  
To adopt the minutes of the meeting of the Burial Ground and Gardens of Remembrance Committee held on 24<sup>th</sup> November 2005 (annexed).
- 7. Finance and General Purposes Committee (DARK BLUE)**  
To adopt the minutes of the meetings of the Finance and General Purposes Committee held on 19<sup>th</sup> October 2005 and 30<sup>th</sup> November 2005 (both annexed) and to consider any recommendations contained therein.
- 8. Planning Committee (YELLOW)**  
To adopt the minutes of the meetings of the Planning Committee held on 29<sup>th</sup> November (annexed) and 6<sup>th</sup> December 2005 (to follow) and to consider any recommendations contained therein.
- 9. Communications Working Group (PINK)**  
To adopt the minutes of the meeting of the Communications Working Group held on 8<sup>th</sup> December 2005 (to follow) and to consider any recommendations contained therein.
- 10. Highways Working Group (RED)**  
To adopt the minutes of the meeting of the Highways Working Group held on 7<sup>th</sup> December 2005 (to follow) and to consider any recommendations contained therein.
- 11. Northfield Management Committee (CREAM)**  
To receive and note the minutes of the meeting of the Northfield Management Committee held on 2<sup>nd</sup> December 2005 (if available).
- 12. Parish Plan (DARK GREEN)**  
(a) To receive and note the minutes of the meetings of the Parish Plan Steering Committee held on 17<sup>th</sup> October 2005 (if available).  
(b) To consider a report on the second Open Day organised by the Parish Plan Steering Committee held on 22<sup>nd</sup> October 2005 at which the results of the survey questionnaire distributed to every household in Hartley and a draft of Hartley's Parish Plan and Village Design Statement were on display (annexed).
- 13. Kent Association of Parish Councils (WHITE)**  
To receive and note the minutes of the meeting of the Sevenoaks Area Committee held on 16<sup>th</sup> September 2005 (annexed).
- 14. Payments (LIGHT BLUE)**  
To approve the payment of the following accounts for December 2005 (annexed).

**Public Question Time**

**List of circulated documents**

1. Minutes of the meeting of the Council held on 14<sup>th</sup> November 2005 **(WHITE)**
2. Minutes of the meeting of the Amenities and Open Spaces Committee held on 17<sup>th</sup> November 2005 **(LIGHT GREEN)**
3. Minutes of the meeting of the Burial Ground and Garden of Remembrance Committee held on 24<sup>th</sup> November 2005 **(ORANGE)**
4. Minutes of the meetings of the Finance and General Purposes Committee held on 19<sup>th</sup> October 2005 and 30<sup>th</sup> November 2005 **(DARK BLUE)**
5. Minutes of the meeting of the Planning Committee held on 29<sup>th</sup> November 2005 **(YELLOW)** and 6<sup>th</sup> December 2005 (to follow)
6. Minutes of the meeting of the Communications Working Group held 8<sup>th</sup> December 2005 (to follow) **(PINK)**
7. Minutes of the meeting of the Highway Working Group held on 7<sup>th</sup> December 2005 (to follow) **(RED)**
8. Minutes of the meeting of the Northfield Management Committee held on 2<sup>nd</sup> December 2005 (if available) **(CREAM)**
9. Minutes of the meetings of the Hartley Parish Plan Steering Committee held on 17<sup>th</sup> October (if available) **(DARK GREEN)**
10. Report on the Parish Plan Steering Committee's open day held on 22<sup>nd</sup> October 2005 **(DARK GREEN)**
11. Minutes of the meeting of the KAPC Sevenoaks Area Committee held on 16<sup>th</sup> September 2005 **(WHITE)**
12. Schedule of payments for the accounts for December 2005 **(LIGHT BLUE)**

