

THE PARISH COUNCIL OF HARTLEY

4th September 2007

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 10th SEPTEMBER 2007** commencing at 8.00p.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. Declaration of Interests

To receive Members' declaration 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 9th July 2007. (Annexed).

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

Public Question Time

5. Hartley Primary School

(YELLOW)

To consider copies of a letter dated 16th July 2007 from the headteacher of Hartley Primary School to Kent County Council and a letter dated 15th July 2007 from the Chair of the Governors of Hartley Primary School to Kent County Council. (Both annexed).

- 6. Amenities and Open Spaces Committee (CREAM)**
To adopt the minutes of the meeting of the Amenities and Open Spaces Committee held on 18th July 2007 and to consider any recommendations contained therein. (Annexed).
- 7. Burial Grounds and Gardens of Remembrance Committee (PINK)**
To adopt the minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 4th September 2007 and to consider any recommendations contained therein. (To follow).
- 8. Communications Committee (GREEN)**
To adopt the minutes of the meeting of the Communications Committee held on 30th July 2007 and to consider any recommendations contained therein. (Annexed).
- 9. Finance and General Purposes Committee (BLUE)**
To adopt the minutes of the meeting of the Finance and General Purposes Committee held on 18th July 2007 and to consider any recommendations contained therein. (Annexed).
- 10. Highways Committee (CREAM)**
To adopt the minutes of the meetings of the Highways Committee held on 2nd August 2007 (annexed) and 6th September 2007 (if available) and to consider any recommendations contained therein.
- 11. Planning Committee (YELLOW)**
To adopt the minutes of the meetings of the Planning Committee held on 25th July 2007, 8th August 2007 and 22nd August 2007 and to consider any recommendations contained therein. (Annexed).
- 12. Standing Orders Advisory Committee and adoption of the Model Code of Conduct**

Pursuant to Standing Order 78, consideration of the recommendation to permanently vary the Council's Standing Orders stood adjourned at meeting of the Council held on 9th July 2007. The Council is duly requested to consider the recommendation as contained in the minutes of the meeting of the Standing Orders Working Group held on 22nd June 2007 and as set out below:

RECOMMENDED: That,

(1) the Standing Orders be permanently varied by the Council, as set out in appendix 2 attached to these minutes,

(2) pursuant to Standing Order 78, the recommendation, as set out in (1) above, stand adjourned until the next meeting of the Council,

(3) following the adoption of the Standing Orders, as amended in (1) above, the Model Code of Conduct for Parish and Town Councils without amendment, including paragraph 12(2), be adopted by the Council

(4) in accordance with the provisions of Section 51 of the Local Government Act 2000 arrangements be made for:

(a) copies of the revised Code of Conduct to be made available for inspection in the Parish Council office,

(b) notice of the adoption of the revised Code of Conduct be published in Council's newsletter and in a local newspaper and,

(c) a copy of the Code of Conduct, as adopted, be sent to the Standards Board for England and,

(5) Members of the Council be requested to complete a new registration of interests within 28 days of the day of the Council meeting at which the revised Code of Conduct are adopted.

Members of the Council are requested to bring their copy of the minutes of the meeting of the Standing Orders Working Group held on 2nd June 2007 to the Council meeting. These minutes were circulated with the Council's July agenda papers. ,

13. Northfield Management Committee (PINK)

To receive and note the minutes of the meeting of the Northfield Management Committee held on 27th July 2007. (Annexed).

14. Hartley Parish Plan Steering Committee (GREEN)

To receive and note the minutes of the meeting of the Hartley Parish Plan Steering Committee held on 21st May 2007. (Annexed).

15. KAPC (WHITE)

(a) To receive and note the minutes of the meeting of the Sevenoaks Area Board held on 8th June 2007. (Annexed).

(b) To receive and note the Parish News issue number 326. (Annexed).

16. Outside Bodies

To receive and note a letter received from the Chair of the Governors of the Schools Governing Body at Our Lady of Hartley Catholic Primary School advising that the School had adopted a new constitution which has limited the number of Governors that may be appointed and that currently the Governing Body has a full compliment of Governors. The Chair of the Governors thanked the Parish Council for its interest.

17. Farningham to Hadlow Gas Pipeline

Southern Gas Networks is investing in a new gas pipeline in Kent between Farningham and Hadlow which is needed to maintain gas supplies safely and reliably following significant increases in demand in the South East. The route of the pipeline does not cross the Parish of Hartley, but there is a proposal to utilise Ash Road as one of three highway routes for access to the construction sites. The Council is requested to consider the attached promotional literature and consider whether it wishes to make any representations to the gas company on the scheme. (Annexed)

18. Gardening for Wildlife Award Scheme 2007

To consider a letter dated 17th August 2007 from Sevenoaks District Council explaining that this year there are six entries for the Gardening for Wildlife Award Scheme within the parish and enquiring whether the Parish Council would be willing to sponsor a prize. Last year the Parish Council agreed to sponsor a prize and donated a voucher to the value of £30 from a local garden centre.

19. Review of Polling Districts, Polling Places and Polling Stations (GREEN)

To consider a letter dated 24th August 2007 from the Electoral & Land Charges Manager at Sevenoaks District Council advising of a review of the polling districts and polling places. The District Council is seeking the views of the Parish Council. The deadline for representations is 12th October 2007. (Annexed).

20. Payments (BLUE)

To approve the payment of the accounts for September 2007. (Annexed).

Under the Public Bodies (Admissions to Meetings) Act 1960, it may be necessary to exclude the public from the meeting during consideration of part of agenda item 21, “Special Projects Committee”, on the grounds that the likely disclosure of exempt information will prejudice the public interest by reason of the confidential nature of the business to be transacted.

21. Special Projects Committee (CREAM)

To consider the minutes of the meeting of the Special Projects Committee held on 18th July 2007 and to consider any recommendations contained therein. (Annexed).

List of circulated documents

1. Minutes of the meeting of the Council held on 9th July 2007 **(WHITE)**
2. Letters dated 15th and 16th July 2007 from the Chair of the Governors and the Headteacher of Hartley Primary School **(YELLOW)**
3. Minutes of the meeting of the Amenities and open Spaces Committee held on 18th July 2007 **(CREAM)**
4. Minutes of the meeting of Burial Grounds and Gardens of Remembrance Committee held on 4th September 2007 **(To follow) (PINK)**
5. Minutes of the meeting of the Communications Committee held on 30th July 2007 **(GREEN)**
6. Minutes of the meeting of the Finance and General Purposes Committee held on 18th July 2007 **(BLUE)**
7. Minutes of the meeting of the Highways Committee held on 2nd August 2007 **(CREAM)**
8. Minutes of the meeting of the Planning Committee held on 25th July 2007, 8th August 2007, 22nd August 2007 **(YELLOW)**
9. Minutes of the meeting of the Northfield Management Committee held on 27th July 2007 **(PINK)**
10. Minutes of the meeting of the Hartley Parish Plan Steering Committee held on 21st May 2007 **(GREEN)**
11. Minutes of the meeting of the Sevenoaks Area Board held on 8th June 2007 **(WHITE)**
12. Parish News issue no 326 **(WHITE)**
13. Letter dated 24th August 2007 from the Electoral & Land Charges Manager, Sevenoaks District Council **(GREEN)**
14. Schedule of payments for September 2007 **(BLUE)**
15. Minutes of the meeting of the Special Projects Committee held on 18th July 2007 **(CREAM)**