

THE PARISH COUNCIL OF HARTLEY

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN

THE PAVILION, MANOR FIELD, CHURCH ROAD,

ON MONDAY 10th SEPTEMBER 2007 AT 8.00 P.M.

Present : Cllr Mr L Abraham
Cllr Mr A Barnett
Cllr Mrs P Cole
Cllr Mr J Gaywood (Chairman)
Cllr Mr D Graeme
Cllr Mr S Granger
Cllr Mr M Harris
Cllr Mrs A Oxtoby
Cllr Mr B Ramsay
Cllr Mr V Sewell

In attendance: Mrs J Hoad (Clerk)
8 members of the public

1. Apologies

Apologies for absence had been received from Cllrs Mr C Alford and Mrs J Burns due to holiday commitments and from Cllr Mr J Minns due to attendance at another engagement.

RESOLVED: That, the absences of Cllrs Mr C Alford, Mrs J Burns and Mr J Minns be approved.

2. Declarations of Interest

Cllr Mr J Gaywood declared a personal interest under minute item 20, Payments, as he was a recipient of one of the payments in respect of the Chairman's allowance.

Cllr Mr V Sewell declared a personal interest under minute item 21 in respect of the recommendation relating to the United Reformed Church contained in the minutes of the meeting of the Special Projects Committee held on 22nd June 2007, (page 2, minute item 4), as his private residence was located close to the United Reformed Church and the WI Hall.

Cllr Mr S Granger declared a personal interest under minute item 21 in respect of the recommendation relating to the United Reformed Church contained in the minutes of the meeting of the Special Projects Committee held on 22nd June 2007, (page 2, minute item 4), as his private residence was located close to the United Reformed Church and the WI Hall.

3. Register of Interest

Members were reminded of their duty to update the Register of Interest within 28 days of their interest changing.

4. Minutes

RESOLVED: That, the minutes of the meeting of the Parish Council held on 9th July 2007 be approved and signed by the Chairman as a correct record.

The meeting was adjourned at 8.05 p.m. to receive reports from the District Councillors and to take questions from members of the public.

The meeting resumed at 8.09 p.m.

5. Hartley Primary School

The Council considered copy correspondence sent from the Headteacher and the Chairman of the Governing Body at Hartley Primary School to Kent County Council expressing their serious concerns about the condition of the building.

The meeting was adjourned at 8.10 p.m. to allow the Headteacher and the Chairman of the Governing Body to address the Council.

The meeting resumed at 8.23 p.m.

RESOLVED: That the correspondence be noted and an update on the current situation be awaited from the Headteacher.

6. Amenities and Open Spaces Committee

RESOLVED: That, the minutes of the meeting of the Amenities and Open Spaces Committee held on 18th July 2007 and the recommendation contained therein be received and, where necessary, approved and adopted.

7. Burial Grounds and Gardens of Remembrance Committee

RESOLVED: That, the minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 4th September 2007 and the recommendations contained therein be received and, where necessary, approved and adopted.

8. Communications Committee

RESOLVED: That, the minutes of the meeting of the Communications Committee held on 30th July 2007 be received and adopted.

9. Finance and General Purposes Committee

RESOLVED: That, the minutes of the meeting of the Finance and General Purposes Committee held on 18th July 2007 and the recommendations contained therein be received and, where necessary, approved and adopted.

10. Highways Committee

RESOLVED: That, the minutes of the meetings of the Highways Committee held on 2nd August 2007 and 6th September 2007 and the recommendations contained therein be received and, where necessary, approved and adopted,

11. Planning Committee

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 25th July 2007, 8th August 2007 and 22nd August 2007 be received and adopted.

12. Standing Orders Advisory Committee and adoption of the Model Code of Conduct

The Council noted that pursuant to Standing Order 78 consideration of the recommendation to permanently vary the Council's Standing Orders had stood adjourned without discussion from the meeting of the Council held on 9th July 2007.

RESOLVED: That,

(1) the Standing Orders be permanently varied by the Council, as set out in appendix 2 attached to the minutes of the meeting of the Standing Orders Working Group held on 22nd June 2007,

(2) 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,

(3) 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,

(4) 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.

13. Northfield Management Committee

RESOLVED: That, the minutes of the meeting of the Northfield Management Committee held on 27th July 2007 be received and noted.

14. Hartley Parish Plan Steering Committee

RESOLVED: That, the minutes of the meeting of the Hartley Parish Plan Steering Committee held on 21st May 2007 be received and noted.

15. KAPC

(a) RESOLVED: That, the minutes of the meeting of the Sevenoaks Area Board held on 8th June 2007 be received and noted.

(b) RESOLVED: That, the Parish News issue no 326 be received and noted.

16. Outside Bodies

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

RESOLVED: That, the letter be noted.

17. Farningham to Hadlow Gas Pipeline

It was reported that Southern Gas Networks was investing in a new gas pipeline in Kent between Farningham and Hadlow which was needed to maintain gas supplies safely and reliably following significant increases in demand in the South East. It was confirmed that whilst the proposed route of the pipeline did not cross the Parish of Hartley, there was a proposal to utilise Ash Road as one of three highway routes for vehicular access to the construction site.

RESOLVED: That, representations be submitted to Southern Gas Networks expressing concern about the proposal to use Ash Road as a route for vehicular access to the construction site. Furthermore it be requested that Southern Gas Networks provide the Parish Council with a copy of the Environmental Impact Assessment explaining how the proposed works would impact on Hartley

18. Gardening for Wildlife Award Scheme 2007

The Council considered a letter dated 17th August 2007 from Sevenoaks District Council explaining that this year there were 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.

RESOLVED: That, a voucher to the value of £30 from a local garden centre be donated by the Parish Council as a prize for the winning entrant from Hartley in the 2007 Gardening for Wildlife Award Scheme.

19. Review of Polling Districts, Polling Places and Polling Stations

The Council considered a letter dated 24th August 2007 from the Electoral & Land Charges Manager at Sevenoaks District Council inviting the views of the Parish Council on the provision of polling places in Hartley.

RESOLVED: That, the District Council be informed that the Parish Council is satisfied with the existing arrangements of polling stations provided in the parish.

20. Payments

RESOLVED: That, the payment of the accounts for September 2007, attached as appendix 1 to these minutes, be approved.

21. Special Projects Committee

RESOLVED: That,

(1) the minutes of the meeting of the Special Projects Committee held on 18th July 2007 and the recommendation contained therein relating to the United Reformed Church and the WI Hall, (page 2, minute item 4), be received and, where necessary, approved and adopted,

(2) three Members of the Council, namely Cllrs Abraham, Harris and Ramsay, be appointed to serve on the working group established to further discussions with the WI on the proposal to transfer ownership of the hall to the Parish Council.

22. Exclusion of the press and public

RESOLVED: That, under the Public Bodies (Admissions to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the recommendation relating to the new Burial Ground contained in the minutes of the meeting of the Special Projects Committee held on 18th July 2007, (page 2, minute item 6), on the grounds that the likely disclosure would prejudice the public interest by reason of the confidential nature of the business to be transacted.

23. Special Projects Committee cont'd

The Council considered a letter dated 7th September 2007 from Messrs H F & J H Glover confirming that they were willing for the covenants to be amended to allow the land at Manor Field known as "the Orchard" to be used for burial purposes. However, they were not willing to agree for the covenants to be amended to permit the consumption of alcohol on the land, as they did not believe the consumption of alcohol was within the spirit of the original covenants. They explained that consent to the consumption of alcohol at special occasions had never previously been unreasonably withheld.

Furthermore, Messrs H F & J H Glover confirmed they had instructed their land agent to contact the Council to discuss the consideration for allowing the Parish Council rights of access over the land owned by the Glover's for the purposes of the new burial ground and once this had been agreed the matter would be referred to their solicitors to draft the amendment to the covenants.

RESOLVED: That, the letter dated 7th September 2007 from Messrs H F and J H Glover, be noted and the Council's solicitor be instructed to commence legal proceedings to amend the restrictive covenants to allow the land at Manor Field known as "the Orchard" to be used for burial purposes.

The meeting closed at 9.35 p.m.

Signed:.....

Date:

Chairman of the Council

Schedule of Payments September 2007

Chq No	Payment to	Particulars	Net	VAT	Total
104399	British Telecommunications PLC	PAID 20/07/07 - Phone calls & service charge re Parish Office	86.85	14.41	101.26
104400	British Telecommunications PLC	PAID 31/07/07 - Broadband re Parish Office 01/07/07-30/09/07	89.97	15.74	105.71
104401	J Hoad	Salary 01/09/07-30/09/07 (prev approved)	1,514.50	-	-
		Purchase of hose and hose reel re Burial Ground 17/07/07	54.97	-	<u>1,569.47</u>
104402	H Gilder	Salary 01/09/07 - 30/09/07 (prev approved)	725.81	-	725.81
104403	Inland Revenue	Month 6	789.84	-	789.84
104404	Kent County Council	Employers & Employees pension contributions September 2007	411.24	-	411.24
104405	D Cunningham	Clean Pavilion & water temperature checks and de-scaling August 2007	100.00	-	-
		Water temperature checks and de-scaling July 2007	20.00	-	120.00
104406	Sevenoaks District Council	60 bundles of garden sacks inv 67662	180.00	-	-
		25 bundles of garden sacks inv 67533	75.00	-	-
		40 bundles of garden sacks inv 68293	120.00	-	-
		20 bundles of garden sacks inv 68436	60.00	-	-
		4000 gallons from cesspool 10/07/07 inv 67698	216.00	-	-
		60 bundles of garden sacks inv 68561	180.00	-	<u>831.00</u>
104407	Courier Media Group Ltd	Fee for public notice re Rectory Meadow byelaws	121.50	21.26	142.76
104408	Mr J Gaywood	Chairman's Allowance		-	

			450.00		450.00
104409	Northfield Management Committee	Contribution to Northfield 2007/08			
		Rural Payments Agency grant re Northfield	2,000.00	-	-
			911.25		<u>2,911.25</u>
104410	J B Westwood	Grass cutting, strimming, fertilising & spraying inv 2715	1,720.00	301.00	2,021.00
104411	Austin Treework	Making safe wind damaged Ash tree in Woodland Avenue inv 7277	80.00	14.00	-
		Treework in Rectory Meadow inv 7281	190.00	33.25	<u>317.25</u>
104412	Calor Gas Limited	Standing charge inv 16358582	18.33	0.92	19.25
104413	Craigdene Limited	Annual playground inspection with risk assessment inv 07/279	165.00	28.88	193.88
104414	Association of Burial Authorities	Annual subscription year commencing 01/07/07	86.00	-	86.00
104415	Kent County Council (KCS)	Stationery inv S2284144	20.09	3.52	-
		Stationery, re PO, paper towels & toilet tissue re Pavilion inv S2278226	21.05	3.68	-
		Stationery inv S2252846	10.30	1.80	-
		Stationery inv S2255638	0.69	0.12	-
		Stationery inv S2277154	5.99	1.05	<u>68.29</u>
104416	Kent County Council (KCS)	Photocopier rental 21/03/07 - 20/06/07 inv PR0036772	161.46	28.26	-
		Stationery inv S2286169	18.08	3.16	<u>210.96</u>
104417	Castle Marquees	Hire of portable toilet re youth Zone visit 07/08/07	60.00	10.50	70.50
104418	Post Office Limited	200 x 2nd class stamps re September Hartley Herald	48.00	-	-
		100 x 1st class stamps		-	<u>-</u>

			34.00		<u>82.00</u>
104419	Si Laboratories Ltd	2 x 1 litres of Graffiti Shield @ £47.00 + VAT per litre and 1 x litre of Graffiti Wipe Away @ £15.86 + VAT per litre re Pavilion + delivery	124.86	21.85	146.71
104420	Cash	Reimburse petty cash re 100 x 1st class stamps 30/07/07 09/07	34.00	-	-
		Reimburse petty cash re 5 litres of water re Youth Zone visit 07/08/07 10/07	1.99	-	-
		Reimburse petty cash re 2 x airmail stamps re Hartley Wood 10/08/07 11/07	1.08	-	-
		Reimburse petty cash re purchase of spray paint to test graffiti shield at Pavilion 21/08/07 12/07	3.99	-	-
		48 x 1st class stamps, 100 x 1p stamps & 24 x 2nd class stamps 13/07	23.08		<u>64.14</u>
104421	RBL Poppy Appeal	3 x poppy wreaths @ £16.50 per wreath	49.50	-	49.50
104422	Sevenoaks District Council	1 pack of blue trade waste sacks	35.00	6.13	41.13
104423	T D Munday	Garden maintenance at Burial Ground inv 61	120.00	-	-
		Burial Ground - visual inspection inv 63	18.50	-	-
		Grass cutting in Burial Ground inv 64	104.00	-	-
		Strim grass at Burial Ground, verge and pond inv 64	16.00	-	-
		Grass cutting All Saints inv 65	80.00	-	-
		Grass cutting memorial green inv 66	60.00		<u>398.50</u>
104424	T D Munday	Routine maintenance work - litter pick etc @ Manor Field inv 62	56.00	-	-
		Strim entrance to Manor Field inv 62	11.00	-	-
		Inspect playground equipment inv 62		-	-

		240.00		
	Litter pick at Rectory Meadow inv 62		-	-
		60.00		
	Litter pick - Hartley greens inv 62		-	-
		32.00		
	Litter pick - pond inv 62		-	-
		20.00		
	Litter pick - Gorse Wood inv 62		-	
		60.00		<u>479.00</u>
104425	T D Munday		-	
	Repair fence at Woodland Avenue recreation ground inv 67			
		45.00		45.00
104426	South Eastern Plumbers			
	To service and de-coke Andrews water heater & to supply and install replacement thermocouple at Pavilion		-	93.00
		93.00		
		TOTAL	<u>12,034.92</u>	<u>509.53</u>
				<u>12,544.45</u>

Adjournment 1

The meeting was adjourned at 8.05 p.m. to receive reports from the District Councillors and to take questions from members of the public.

District Councillors' report

The District Councillors had nothing to report.

Public Question Time

Dr Roberts enquired about a proposal for the Northfield Management Committee to join the Soil Association.

Mrs Sharp explained that the hotel, to which she referred at the previous meeting, had been sold, but prior to the sale residents of Swanley and Hextable had been eligible to stay at the hotel.

Mr Mayer enquired whether the Council was aware that there were no buses from Hartley to New Ash Green between 07.30 and 10.30.

The meeting resumed at 8.09 p.m.

Adjournment 2

The meeting was adjourned at 8.10 p.m. to allow the Headteacher and the Chairman of the Governing Body to address the Council.

The Headteacher and the Chairman of the Governing Body explained some of their concerns about the condition of the building which included:

- Insufficient electricity supply
- Defective toilet drains and inadequate sanitary systems
- Incomplete double glazing and external door
- Lack of security system
- Poor condition of paths and car park
- Lack of space within the school, particularly the staff room

The Headteacher reported that since writing to Kent County Council a meeting had taken place and as a result six projects to address some of the above issues had taken place during the school summer holidays. The Headteacher agreed to write formally to the Parish Council to provide an update of the current situation and to keep the Parish Council informed of any further developments.

The meeting resumed at 8.23 p.m.

