

THE PARISH COUNCIL OF HARTLEY

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN

THE PAVILION, MANOR FIELD, CHURCH ROAD,

ON MONDAY 12th NOVEMBER 2007 AT 8.00 P.M.

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

In attendance: Mrs J Hoad (Clerk)
Cllr Mr D Brazier (County Councillor)
13 members of the public

1. Apologies

Apologies for absence had been received from Cllr Mr C Alford due to holiday commitments.

RESOLVED: That, the absence of Cllr Mr Alford be approved.

2. Declarations of Interest

Cllr Mr M Harris declared a personal and prejudicial interest under minute item 7 in respect of the recommendation to make a donation to the Longfield and Hartley Scout Group contained in the minutes of the meeting of the Finance and General Purposes Committee held on 24th October 2007, (page 2, minute item 6), as he had been invited to assist on the Scout hall maintenance committee and withdrew from the meeting during discussion and voting on the item,.

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 15th October 2007 be approved and signed by the Chairman as a correct record.

The meeting was adjourned at 8.02 p.m. to receive reports from the County Councillor, District Councillors and to take questions from members of the public.

The meeting resumed at 8.29 p.m.

5. Amenities and Open Spaces Committee

RESOLVED: That, the minutes of the meeting of the Amenities and Open Spaces Committee held on 6th November 2007 be received and adopted.

6. Communications Committee

RESOLVED: That, the minutes of the meeting of the Communications Committee held on 29th October 2007 and the recommendation contained therein be received and, where necessary, approved and adopted.

7. Finance and General Purposes Committee

RESOLVED: That, the minutes of the meeting of the Finance and General Purposes Committee held on 24th October 2007 and the recommendations contained therein be received and, where necessary, approved and adopted.

8. Highways Committee

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

9. Planning Committee

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 17th October 2007 and 31st October 2007 and the recommendation contained therein be received and, where necessary, approved and adopted. One Member of the Council abstained from voting.

10. Northfield Management Committee

The Chairman informed the Council that the Northfield Management Committee was still awaiting a response to two letters sent to the Planning Authority about the status of the planning permission and seeking advice on the provision of temporary junior football pitch, (refer to page 2, minute item 7.3 of the minutes of the meeting of the Northfield Management Committee held on 19th October 2007).

RESOLVED: That,

(1) the minutes of the meeting of the Northfield Management Committee held on 19th October 2007 be received and noted and,

(2) further discussion on the provision of a junior football pitch on Northfield be deferred.

11. Hartley Parish Plan Steering Committee

It was reported that the Village Design Statement had been formally lodged with Sevenoaks District Council. Cllr Graeme informed the Council he had attended the meeting held on 17th September 2007 although his attendance had not been recorded.

RESOLVED: That, the minutes of the meetings of the Hartley Parish Plan Steering Committee held on 17th September 2007 and 23rd October 2007 be received and noted.

12. Hartley Women's Institute Hall

(a) The Council noted that the Hartley WI had been given authority to proceed with the transfer of title and considered a request from the Hartley WI that the Parish Council meet its legal costs.

RESOLVED: That,

(1) the report on the meeting with Members of the Hartley WI held on 15th October 2007 be received and noted and,

(2) Hartley WI be asked to provide an estimate of its legal costs and the matter be deferred to next meeting of the Council for further consideration.

(b) The Council considered two quotations from The Hook Consultancy to:

- undertake an inspection of cracking and prepare a report for the sum of £340 plus VAT
- undertake a full building inspection survey and prepare a report on the structure of the building and defects for the sum of £500 plus VAT

The Council noted that Financial Regulation 11.1 (a) (ii) states that the procurement of contracts for specialist services, such as the appointment of surveyors, need not comply with the Council's Financial Regulations and therefore the Council was not obliged to seek more than one quotation.

RESOLVED: That, the quotation dated 19th October 2007 for the sum of £500 plus VAT from The Hook Consultancy to undertake a full building inspection and prepare a report on the structure of the building and defects be accepted.

13. KAPC

RESOLVED: That, the minutes of the meeting of the Sevenoaks Area Board held on 14th September 2007 be received and noted.

14. Freedom of Information and Data Protection Act

RESOLVED: That, the report on the proposed scale of charges for providing documentation requested under the Freedom of Information Act 2000 and the Data Protection Act 1998 be received and, where necessary, approved and adopted.

15. Payments

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

The meeting closed at 9.00 p.m.

Signed:.....

Date:

Chairman of the Council

Schedule of Payments November 2007

Chq No	Payment to	Particulars	Net	VAT	Total
104457	J Hoad	Salary 01/11/07-30/11/07 (prev approved) plus backdated salary increase from 01/04/07-30/10/07	1,782.93	-	1,782.93
104458	H Gilder	Salary 01/11/07 - 30/11/07 (prev approved) plus backdated salary increase from 01/04/07-31/10/07	898.91	-	898.91
104459	HM Revenue & Customs	Month 8 (including backdated salary from 01/04/07-31/10/07)	1,073.50	-	1,073.50
104460	Kent County Council	Employers & Employees pension contributions November 2007 + backdated pension contributions re salary award 01/04/07-31/10/07	492.72	-	492.72
104461	D Cunningham	Clean Pavilion & water temperature checks and de-scaling November 2007	100.00	-	100.00
104462	Mr A Barnett	Reimbursement re purchase of SBK Brushwood Killer for use in allotments to eradicate brambles	14.99	-	14.99
104463	Mr B Ballard	Hedgecutting with flail hedgecutter at Manor Field inv 89	350.00	61.25	411.25
104464	Sevenoaks District Council	2 packs of recycling sacks 18/10/07 inv 2017284	15.00	-	-
		8 packs of recycling sacks 23/05/07, 11/06/07, 05/07/07 & 07/09/07 inv 2017169	60.00	-	<u>75.00</u>
104465	Craigdene Ltd	Operational inspections re 3 playgrounds inv 07/313	150.00	26.25	176.25
	Sevenoaks District Council	40 bundles of garden sacks inv 68967	120.00	-	120.00
104466	Kent County Council (KCS)	Annual inspection/testing of fire extinguishers, fire blankets and hose reels at Pavilion and Parish Office inv AS058734	73.28	12.82	-
104467		3 x 15ltr pitch marker re line marking at Manor Field + carriage charge inv TS964705	74.23	12.99	-
		Stationery inv S2332807	25.00	4.38	-
		Stationery inv S2327203	19.51	3.41	<u>225.62</u>
	Calor Gas Limited	Standing Charge inv 16670935	18.33	0.92	19.25
104468	Mid Kent Water Ltd	Water consumption 12/04/07 - 11/10/07 & standing charge re	25.55	-	-

	Pavilion			
	Water consumption 11/04/07 - 10/10/07 & standing charge re allotments	258.18	-	<u>283.73</u>
104470	British Telecommunications PLC			
	Internet services 01/10/07 - 31/12/07	89.97	15.74	105.71
104471	Courier Media Group Ltd			
	Fee re advertising of Rectory Meadow Byelaws	124.50	21.79	146.29
104472	KAPC			
	Attendance of Cllr Abraham at AGM of the Kent Association 10/11/07	7.50	-	7.50
104473	T D Munday			
	Clear area inside the entrance to Manor Field & behind Beech hedge inv 85	45.00	-	-
	Grass cutting @ Memorial Green inv 84	60.00	-	-
	Grass cutting @ All Saints inv 83	120.00	-	-
	Garden maintenance at Burial Ground inv 79	120.00	-	-
	Grass cutting in Burial Ground inv 82	130.00	-	-
	Strim grass @ Burial Ground, verge and pond inv 82	16.00	-	<u>491.00</u>
104474	T D Munday			
	Litter pick @ Manor Field inv 80	70.00	-	-
	Strim entrance to Manor Field inv 80	11.00	-	-
	Football pitch line marking and goal post checks inv 80	51.00	-	-
	Inspect playground equipment inv 80	192.00	-	-
	Litter pick @ Rectory Meadow inv 80	48.00	-	-
	Litter pick @ Hartley greens inv 80	32.00	-	-
	Litter pick @ pond inv 80	25.00	-	-
	Litter pick @ Gorse Wood inv 80	48.00	-	<u>477.00</u>
104475	T D Munday			
	Visual inspection of Burial Ground inv 81	18.50	-	18.50
104476	Cash			
	Reimburse petty cash re 100 x 1st class stamps 16/07 25/10/07	34.00	-	34.00
104477	AKS Pest Control			
	Treatment and destruction of rats 31/10/07 at allotments inv 119	116.00	-	116.00
104478	Post Office Ltd			
	200 x 2nd class stamps re December newsletter	48.00	-	48.00

TOTAL

6,958.60

159.55

7,118.15

Adjournment

The meeting was adjourned at 8.02 p.m. to receive reports from the District Councillors and to take questions from members of the public.

The County Councillor had nothing to report.

Cllr Mr B Ramsay explained that, due to further restrictions imposed by Central Government, Sevenoaks District Council was required to make additional cash savings of £1 million, which could only be achieved by cutting services. He hoped that such cuts would not have too much affect on Hartley residents. He encouraged parishioners to express their views on these budget proposals, which could be done either via the Council's website or by a postal questionnaire available from Customer Services at the Council Offices. .

Mrs Delf informed the Council of problems affecting traffic on Church Road caused by the construction of a new boundary wall and electric entrance gate at a property known as Oak Lodge. Mr Glover and Mr Edwards also explained their difficulties regarding farm machinery movement.

Mrs Sharp asked whether funds through the KCC Members Community Fund were lost if not spent by the end of the financial year. Cllr Brazier explained that £5,400 was still available through his Members' fund for the current financial year and confirmed that KCC will always consider any properly drafted applications.

Mr Edwards asked about the extent of land owned by the Parish Council at Manor Field and in particular who owned the area in front of the entrance gate. Mr Edwards was advised to contact the Clerk.

Mr Roles asked whether the Council's insurers had been informed that about its works to provide a kissing gate at the entrance to Manor Field. Mr Roles was advised that the Clerk would respond to his enquiry.

Dr Cramp sought assurances that the location of a private sewer under the parking area in front of the Cherry Tree shops would be brought to the attention of Kent Highway Services during discussions with the Parish Council to improve the parking arrangements at the shops. It was confirmed this matter would be raised at a forthcoming site meeting.

Mr Glover asked for a progress report on discussions with his land agent in respect of the modifications to the restrictive covenants on Manor Field. It was confirmed that information on his land agent's scale of charges had arrived too late to be considered at the October Council meeting and that the matter would be considered by the Special Projects Committee at a meeting due to be held on 21st November 2007.

The meeting resumed at 8.29 p.m.

