

HARTLEY PARISH COUNCIL

Clerk to the Council: Mrs J Hoad
The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL
Tel/fax 01474 709441
E mail: mail@hartleyparishcouncil.org.uk

19th June 2008

Dear Councillor

You are invited to attend a meeting of the Finance & General Purposes Committee to be held on **Wednesday 25th June 2008** commencing at **10.30 a.m.** at **Hartley Library or at the conclusion of the meeting of the Planning Committee whichever is later.**

Yours sincerely

Julie Hoad
Proper Officer

AGENDA

Apologies

To receive apologies for absence.

1. Election of Chairman

To elect a Chairman of the Finance & General Purposes Committee until the Annual meeting of the Council in May 2009.

2. Election of the Vice Chairman

To elect a Vice Chairman of the Finance & General Purposes Committee until the Annual meeting of the Council in May 2009.

3. Declarations of Interest

To receive Members' declarations of interest.

4. Minutes of the previous meeting (WHITE)

To approve the minutes of the meeting of the Finance & General Purposes Committee held on 21st April 2008 as a correct record. (Annexed).

5. Terms of Reference (YELLOW)

To review the terms of reference of the Finance & General Purposes Committee as approved by the Council at its Annual meeting held on 12th May 2008. (Annexed)

6. Receipts and payments (BLUE)

To review the Council's receipts and payments for the period 1st April 2008 to 19th June 2008.

7. Budget 2008/09

To consider allocating funds from the Council's reserves to meet the costs involved with the following:

- (a) Hartley Wood in respect of the application to register land at Hartley Wood as a village green,

(b) New Burial Ground in respect of the application to the Lands Tribunal to modify the covenants at Manor Field to allow the land to be used for burial purposes,

(c) Hartley WI in respect of the transfer of freehold title to the Council.

8. Internal audit report (WHITE)

To consider an internal audit summary report from the Council's internal auditor for the period 1st April 2007 to 31st March 2008. The auditor has provided a number of working papers in respect of the internal audit, which has been e mailed to each Member of the Finance & General Purposes Committee. Any member requiring a hard copy of the working papers should contact the Clerk.

9. Request for information (PINK)

To consider a letter dated 5th June 2008 from a local resident requesting written evidence from a solicitor that pedestrians may pass through the kissing gate at Manor Field. (Annexed).

10. Rural Age Concern Darent Valley (RED)

To consider a letter dated 13th June 2008 from the Chief Executive of Rural Age Concern Darent Valley. (Annexed).

11. Donations

To consider requests for donations from the following charitable organisations:

(a) Vitalise – provides holidays for disabled people to enable carers to have a break from their caring responsibilities. The charity confirmed that last year one resident of the parish enjoyed a planned 1 week break with Vitalise.

(b) Kenward Trust – a Christian charity addressing problems associated with drug, alcohol and other substances misuse.

(c) Kent Wildlife Trust – to restore and extend areas of ancient woodland and chalk grassland at Spuckles and Kennelling Wood Nature Reserves, near Stalisfield in the mid-Kent Downs.

12. Hartley Primary School (GREEN)

To consider a letter dated 16th June 2008 from the Headteacher of Hartley Primary School in respect of the condition of a wall on the access to the school premises in Round Ash Way. (Annexed).

13. Kent Police (CREAM)

To consider a letter dated 6th May 2008 from Kent Police advising of changes to the neighbourhood policing areas. (Annexed).

14. Date of the next meeting

List of circulated documents

1. Minutes of the meeting of the Finance and General Purposes Committee held on 21st April 2008 **(WHITE)**
2. Terms of reference as approved by the Council at its Annual meeting on 12th May 2008 **(YELLOW)**
3. Statement of the receipts and payments for the period 1st April 2008 to 19th June 2008 **(BLUE)**
4. Internal audit summary report for the period 1st April 2007 to 31st March 2008 **(WHITE)**
5. Letter dated 5th June 2008 from local resident requesting legal opinion on access arrangements through kissing gate at Manor Field **(PINK)**
6. Letter dated 13th June 2008 from the Chief Executive of Rural Age Concern Darent Valley **(RED)**
7. Letter dated 16th June 2008 from the Headteacher of Hartley Primary School in respect of the condition of a wall on the access to the school premises in Round Ash Way **(GREEN)**
8. Letter dated 6th May 2008 from District Chief Inspector **(CREAM)**

Committee membership
Cllr Abraham
Cllr Barnett
Cllr Cole
Cllr Harris (ex officio)
Cllr Sewell

Cllr Alford
Cllr Burns
Cllr Gaywood (ex officio)
Cllr Ramsay