

**THE PARISH COUNCIL OF HARTLEY**

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN**

**THE PAVILION, MANOR FIELD, CHURCH ROAD,**

**ON MONDAY 8<sup>th</sup> SEPTEMBER 2008 AT 8.00 P.M.**

**Present :** Cllr Mr L Abraham  
Cllr Mr C Alford  
Cllr Mr A Barnett  
Cllr Mrs P Cole  
Cllr Mr J Gaywood (Chairman)  
Cllr Mr D Graeme  
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 (Local Member, Kent County Council)  
6 members of the public

**1. Apologies**

Apologies for absence had been received from Cllr Mrs J Burns due to holiday commitments and Cllr Mr S Granger due to work commitments.

RESOLVED: That, the absences of Cllrs Mrs J Burns and Mr S Granger be approved.

**2. Declarations of Interest**

Cllr Abraham declared a personal interest under minute item 9 in respect of the proposed waiting restrictions at Cherry Trees, as a number of the shopkeepers were personal acquaintances.

Cllr Abraham declared a personal interest under minute item 15 (a) in respect of the approval of the accounts, as he was the recipient of one of the payments.

**3. Register of Interest**

Members were reminded of the 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 14<sup>th</sup> July 2008 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 and District Councillors, and to take questions from members of the public.*

*The meeting resumed at 8.30 p.m.*

## **5. Amenities and Open Spaces Committee**

RESOLVED: That, the minutes of the meeting of the Amenities and Open Spaces Committee held on 4<sup>th</sup> August 2008 and the recommendations contained therein be received and, where necessary, approved and adopted.

## **6. Communications Committee**

RESOLVED: That, the minutes of the meeting of the Communications Committee held on 27<sup>th</sup> August 2008 and the recommendations contained therein be received and, where necessary, approved and adopted.

## **7. Planning Committee**

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 23<sup>rd</sup> July 2008, 13<sup>th</sup> August 2008 and 27<sup>th</sup> August 2008 and the recommendation contained therein be received and, where necessary, approved and adopted, subject to the following amendment to the guidelines on procedure at meetings of the Planning Committee;

*“(2) Meetings to be held at times and at a location to be decided by the Chairman.*

*“(3) ..... Such visits to take place prior to the meeting of the Committee.”*

## **8. Northfield Management Committee**

(a) RESOLVED: That, the minutes of the meeting of the Northfield Management Committee held on 25<sup>th</sup> July 2008 be received and noted.

(b) The Council examined a draft licence between (1) the New Ash Green Village Association Limited, Ash-cum-Ridley Parish Council and Hartley Parish Council and (2) the owners of Ship Cottage, Church Road in respect of an alleged boundary dispute.

RESOLVED: That, a licence regulating the position over an alleged boundary dispute on land registered at HM Registry under title number K786773 be approved and signed by Hartley Parish Council.

## **9. Proposed waiting restrictions**

The Council examined two schemes prepared by Sevenoaks District Council to extend waiting restrictions at Cherry Trees and Quakers Close.

RESOLVED: That, Sevenoaks District Council be informed of Hartley Parish Council's support for extended waiting restrictions at Cherry Trees and Quakers Close, as detailed on plans under file name 290306.pdf and 231106.pdf respectively.

## **10. Stag Theatre, Sevenoaks**

The Council considered a letter 14<sup>th</sup> August 2008 from Sevenoaks Town Council seeking financial assistance for a bid to take over the Stag Theatre in Sevenoaks. The Council felt that the facilities at the Stag Theatre were too remote to benefit residents from Hartley, particularly as there was no direct public transport links to Sevenoaks.

RESOLVED: That, the request from Sevenoaks Town Council to provide financial assistance with its bid to take over the management of the Stag Theatre in Sevenoaks be declined.

## **11. BTCV – Kent Heritage Trees Project**

The Council considered a request from BTCV to support an application to the Heritage Lottery Fund to run a Kent Heritage Trees Project in Kent. The project would promote the value of heritage trees locally and recruit volunteers to get involved with the project.

RESOLVED: That, BTCV's application to the Heritage Lottery Fund to run a Heritage Trees Project in Kent be supported by the Parish Council.

## 12. Hartley Parish Plan Steering Committee

(a) The minutes of the meeting of the Hartley Parish Plan Steering Committee held on 3<sup>rd</sup> June 2008 were not available.

(b) The Council considered a request from the Hartley Parish Plan Steering Committee in respect of payment of the account relating to the production of the Village Design Statement.

The Council considered advice from its internal auditor confirming that the Parish Council could pay the invoice in respect of the printing of the Village Design Statement and reclaim the VAT on behalf of the Steering Committee, provided the invoice was addressed to the Parish Council and the Steering Committee reimbursed the Council with amount of the final account net of VAT. He suggested a suitable posting in the accounts under Section 137 of the Local Government Act 1972.

RESOLVED: That, in line with advice from the Council's internal auditor, arrangements be made to pay the account in respect of the production of the Village Design Statement, reclaim the VAT and seek reimbursement of the net costs from the Hartley Parish Plan Steering Committee.

## 13. HAWK

RESOLVED: That, the minutes of the Annual General Meeting of the HAWK Youth Partnership Project held on 8<sup>th</sup> July 2008 be received and noted.

## 14. KALC

RESOLVED: That the Parish News issue 333 be received and noted.

## 15. Payments

RESOLVED: That,

(1) the payment of the accounts for September 2008, attached as appendix 1 to these minutes, be approved and,

(2) the summary of receipts and payments as at 2<sup>nd</sup> September 2008 be received and noted.

The meeting closed at 9.12 p.m.

Signed:.....

Date: .....

Chairman of the Council

**Schedule of Payments September 2008**

<b>Chq No</b>	<b>Payment to</b>	<b>Particulars</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
104675	J Hoad	Salary 01/09/08 - 30/09/08 (prev approved)	1,656.30	-	1,656.30
104676	H Gilder	Salary 01/09/08 - 30/09/08 (prev approved)	876.48	-	-
		Payment for eye test. 13/09/08 Linklaters Dartford	25.00	-	<u>901.48</u>
104677	HM Revenue & Customs	Month 6 Employer & Employee NIC & PAYE	765.14	-	765.14
104678	Kent County Council	Employer & Employees pension contributions September 2008	480.80	-	480.80
104679	D Cunningham	Clean Pavilion & water temperature checks and de-scaling September 2008	100.00	-	100.00
104680	Land Registry	Application to change register re Foxborough Wood	40.00	-	40.00
104681	Sevenoaks District Council	80 rolls of recycling sacks 24/07/08 inv 2018781	40.00	-	-
		40 rolls of recycling sacks 15/08/08 inv 2019031	20.00	-	-
		40 rolls of recycling sacks 26/08/08 inv 2019058	20.00	-	80.00
104682	Wicksteed Leisure	Repairs to safety surface at Chantry Avenue inv 81457	750.00	131.25	881.25
104683	L Abraham	Travel allowance re Chairmanship Training Day @ Lenham 17/07/08 59 miles @ 58.7p per mile	34.63	-	34.63
104684	HF & JH Glover	6 x padlocks and keys. Inv no 48	63.00	11.03	74.03
104685	Sevenoaks District Council	10 bundles of garden sacks 24/07/08 inv 76480	40.00	-	-
		50 bundles of garden sacks. Inv 76424	200.00	-	-
		50 bundles of garden sacks. Inv 76482	200.00	-	-
		2000 gallons from cesspool @ Manor Field 21/07/08 inv 76891	132.00	-	-
		50 bundles of garden sacks. Inv 77088	200.00	-	-
		50 bundles of garden sacks 15/08/08. Inv 77138	200.00	-	-
		25 bundles of garden sacks. Inv 77182	100.00	-	-
		25 bundles of garden sacks. Inv 77236	100.00	-	<u>1,172.00</u>
104686	Craigdene Ltd	Annual Playground inspection and risk assessment. Inv 08/487	165.00	28.88	193.88
104687	Sencio Community Leisure	Herbicide & Pesticide treatment at Manor Field inv 4563	295.00	51.63	346.63
104688	Association of Burial Authorities	Annual subscription for the year commencing 01/07/08	90.00	-	90.00
104689	Calor Gas Limited	Standing charge inv 17818288	18.33	0.92	19.25
104690	Beachcroft LLP	Professional fees re Village Green application 21/06/08-22/07/08. Inv 10095085	858.00	150.15	1,008.15

104691	Action with Communities in Rural Kent	Annual membership for the y/e 31/03/09	35.00	-	35.00
104692	Martin Tolhurst Partnership LLP	Legal fees re WI Hall	1,000.00	175.00	1,175.00
104693	Society of Local Council Clerks	Cemetery Mgt & Admin for Local Council Clerks inv 4645	14.00	-	14.00
104694	J C White Geomatics Ltd	Survey work re Foxborough Wood inv 10697	780.50	136.59	917.09
104695	Kent County Council (KCS)	Stationery inv INV03080	11.46	2.01	-
		Stationery inv S2504663	40.36	7.06	60.89
104696	Martin Tolhurst Partnership LLP	Professional services re the new Burial Ground. Inv 108032	660.00	105.00	765.00
104697	Northfield Management Committee	Annual Contribution	2,000.00	-	2,000.00
104698	Post Office Ltd	200 x 2nd class stamps re September newsletter	54.00	-	54.00
104699	Cash	01/08/08 Purchase of sympathy card 12/08	1.25	-	-
		04/08/08 100 x 2nd class stamps 13/08	27.00	-	-
		20/08/08 Special delivery to KCC re Village Green Application 14/08	5.05	-	-
		20/08/08 Purchase of receipt book 15/08	1.69	-	-
		03/09/08 100 x 1st class stamps 16/08	36.00	-	70.99
104700	Scribe 2000 Ltd	Scribe 2000 annual renewal commencing 01/11/08 inv 95159	245.00	-	245.00
104701	T D Munday	Litter pick at Manor Field inv 48	56.00	-	-
		Inspection of playground equipment inv 48	192.00	-	-
		Litter pick at Rectory Meadow inv 48	48.00	-	-
		Litter pick Hartley greens inv 48	32.00	-	-
		Litter pick at the pond inv 48	20.00	-	-
		Litter pick at Gorse Wood inv 48	48.00	-	396.00
104702	T D Munday	Woodland Avenue - repairs to fence re vandalism inv 53	143.16	-	143.16
104703	T D Munday	Garden maintenance at Burial Ground inv 47	120.00	-	-
		Burial Ground visual inspection inv 49	18.50	-	-
		Grass cutting at Burial Ground inv 50	104.00	-	-
		Strim grass at BG pond and verge inv 50	16.00	-	-
		Grass cutting at All Saints inv 51	80.00	-	-
		Grass cutting Hartley Memorial green inv 52	60.00	-	398.50

104704	W Mzimba	Chq no 104650 approved 14/07/08 re Internal Audit y/e 31/03/08. Chq lost in the post. Cancelled and reissued.	510.00	-	510.00
104705	RBL Poppy Appeal	3 x poppy wreaths @ £16.50 per wreath	49.50	-	49.50
104706	South Eastern Plumbers	To supply and replace the storage water heater at the Pavilion Manor Field	2,539.00	-	2,539.00
104707	Ash Setting & Printing	Printing and distribution of September Hartley Herald	238.00	-	238.00
<b>TOTAL</b>			<hr/>		
			16,655.15	799.52	17,454.67

## **Adjournment**

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

*Cllr Mr D Brazier advised of changes in personnel at KHS and further re-structuring within the organisation. He also sought views on upgrading South Ash Road.*

*Cllr Mr B Ramsay advised about changes to the black refuse bags.*

*Cllr Mr L Abraham*

*Mr Board explained a recent incident involving his daughter at the Woodland Avenue allotments.*

*Mrs Sharp enquired about progress over a number of projects being undertaken by the Parish Council.*

*Dr Roberts sought clarification on the rights of access at Manor Field.*

*The meeting resumed at 8.30 p.m.*

