

**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> DECEMBER 2008 AT 8.00 P.M.**

**Present :** Cllr Mr A Barnett  
Cllr Mrs J Burns  
Cllr Mr D Graeme  
Cllr Mr M Harris (Presiding Chairman)  
Cllr Mr J Minns  
Cllr Mrs A Oxtoby  
Cllr Mr B Ramsay

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

The Vice Chairman of the Council, Cllr Mr M Harris, presided at the meeting in the absence of the Chairman of the Council, Cllr Mr J Gaywood.

**1. Apologies**

Apologies for absence had been received from Cllr Mr L Abraham due to illness, Cllr Mr C Alford due to family commitments, Cllr Mrs P Cole due to illness, Cllr Mr J Gaywood due to illness and Cllr Mr S Granger due to illness.

RESOLVED: That, the absences of Cllr Mr L Abraham, Cllr Mr C Alford, Cllr Mrs P Cole, Cllr Mr J Gaywood and Cllr Mr S Granger be approved.

**2. Declarations of Interest**

There were no declarations of interest.

**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 10<sup>th</sup> November 2008 be approved and signed by the Presiding Chairman as a correct record.

*The meeting was adjourned at 8.03 p.m. to receive a report from the District Councillor and to take questions from members of the public.*

*The meeting resumed at 8.07 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> December 2008 and the recommendations contained therein be received and, where necessary, approved and adopted.

## 6. Planning Committee

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 19<sup>th</sup> November 2008 and 3<sup>rd</sup> December 2008 be received and adopted.

## 7. New Burial Ground

The Council considered a report on progress to establish a new Burial Ground. The Council noted that the landowners of the two strips of land at Manor Field required an initial consideration plus an annual payment to modify the covenants and extend right of access for burial purposes.

Furthermore, the Council noted that the procurement process to appoint consultants to undertake an extended Tier 1 risk assessment was ongoing.

RESOLVED: That, the report be received and noted.

## 8. Northfield Management Committee

RESOLVED: That, the minutes of meeting of the Northfield Management Committee held on 28<sup>th</sup> November 2008 be received and noted.

## 9. HAWK

RESOLVED: That, the minutes of the meeting of the HAWK Youth Partnership Project held on 2<sup>nd</sup> December 2008 be received and noted.

## 10. Hartley Parish Plan Steering Committee

RESOLVED: That, the minutes of the meeting of the Hartley Parish Plan Steering Committee held on 3<sup>rd</sup> November 2008 be received and noted.

## 11. Police

The Council considered a letter dated 11<sup>th</sup> November 2008 from the Chief Inspector enquiring whether the Parish Council wished the Police to attend monthly Council meetings.

RESOLVED: That, the letter dated 11<sup>th</sup> November 2008 from the Chief Inspector be noted and the Chief Inspector be advised that the Parish Council would welcome the attendance of the Police at its monthly Council meeting, when possible.

## 12. KALC

RESOLVED: That, the Parish News issue 335 be received and noted.

## 13. Payments

RESOLVED: That,

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

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

The meeting closed at 8.27 p.m.

Signed:.....

Date: .....

Chairman of the Council

**Schedule of Payments December 2008**

<b>Chq No</b>	<b>Payment to</b>	<b>Particulars</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
104758	Kent County Council	Purchase of 145 trees re the Kent Free Trees Scheme 2008 + purchase of 145 mulch mats.	253.25	-	253.25
104759	J Hoad	Salary 01/12/08 - 31/12/08 (prev approved)	1,642.02	-	1,642.02
104760	H Gilder	Salary 01/12/08 - 31/12/08 (prev approved)	875.46	-	875.46
104761	HM Revenue & Customs	Month 9 Employer & Employee NIC & PAYE	917.24	-	917.24
104762	Kent County Council	Employer & Employees pension contributions December 2008	492.57	-	492.57
104763	D Cunningham	Clean Pavilion & water temperature checks and de-scaling December 2008	100.00	-	100.00
104764	Ash Setting & Printing	Printing & distribution of December Hartley Herald inv 8822	320.00	-	320.00
104765	SLCC	Annual subscription	187.00	-	187.00
104766	Sevenoaks District Council	50 bundles of garden sacks inv 79276 2000 gallons from cesspool 25/11/08 inv 79755	200.00	-	-
			132.00	-	<u>332.00</u>
104767	SLCC Enterprises Ltd	SLCC VAT course 02/12/08 Gatwick inv 102537	95.00	16.62	111.62
104768	Mr G Hawkins	To cut and clear Rectory Meadow inv 2462	260.00	45.50	305.50
104769	Sevenoaks District Council	40 rolls recycling sacks inv 2019765	20.00	-	20.00
104770	Kent County Council (KCS)	Stationery inv INV86695 Purchase of mouse re PO computer and stationery inv INV97864	26.79	4.69	-
			6.84	1.20	<u>39.52</u>
104771	Cash	To reimburse petty cash 27/08. Purchase of 100 x 1st & 2nd class stamps 27/11/08.	63.00	-	63.00
104772	Mr L Abraham	Travelling expenses 06/11/08 re S.H.L.A.A. meeting @ Sevenoaks Prep School. 08/11/08 re KALC AGM @ Ditton & 14/12/08 KALC Area Meeting @ Sevenoaks Town Council	53.99	-	53.99

104773	T D Munday	Litter pick at Manor Field inv 76	56.00	-	-
		Clean out gutters at Pavilion inv 76	12.00	-	-
		Cut hedge around car park inv 76	145.00	-	-
		Football pitch line marking and goal post check inv 76	62.00	-	-
		Inspect playground equipment inv 76	192.00	-	-
		Rectory Meadow litter pick inv 76	48.00	-	-
		Hartley Green litter pick inv 76	32.00	-	-
		Wash down War Memorial @ Hartley Green inv 76	15.00	-	-
		Litter pick at pond inv 76	20.00	-	-
		Litter pick at Gorse Wood inv 76	48.00	-	<u>630.00</u>
104774	T D Munday	Burial Ground visual inspection inv 77	18.50	-	-
		G of R - cleaning of slabs with pressure washer inv 78	85.00	-	-
		Cutting of ornamental hedge both sides of the lych gate inv 79	35.00	-	-
		Cutting of boundary hedge next to highway at All Saints inv 79	35.00	-	-
		Garden maintenance at Burial Ground inv 75	120.00	-	<u>293.50</u>
104775	J B Westwood	Grass cuts w/c 27/05/08 - 29/10/08 inv 2866	4,143.00	621.45	4,764.45
104776	Supplies Team	Black ink cartridge & fax refills inv 2312244	42.25	6.34	48.59
104777	W Mzimba	Interim internal audit of accounts for the period ended 30/09/08	340.00	-	340.00
<b>TOTAL</b>			<hr/>		
			11,093.91	695.80	11,789.71

## **Adjournment**

*The meeting was adjourned at 8.03 p.m. to receive reports from the County Councillor and District Councillors and to take questions from members of the public.*

Cllr Ramsay reported on the District Council's recycling contract.

Dr Roberts enquired whether Manor Field and Village Hall would be financially self sufficient in line with the allotments.

Mrs Sharp enquired whether residents could publish a right of reply in the Council's newsletter.

*The meeting resumed at 8.07 p.m.*

