

**THE PARISH COUNCIL OF HARTLEY**  
**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN**  
**THE PAVILION, MANOR FIELD, CHURCH ROAD,**  
**ON MONDAY 20<sup>th</sup> APRIL 2009 AT 8.00 P.M.**

**Present :** Cllr Mr L Abraham  
Cllr Mr A Barnett  
Cllr Mrs J Burns  
Cllr Mr J Gaywood (Chairman)  
Cllr Mr D Graeme  
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  
11 members of the public

**1. Apologies**

Apologies for absences had been received from Cllr Mr C Alford due to family commitments, Cllr Mrs P Cole due to family commitments and Cllr Mr S Granger due to work commitments.

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

**2. Declarations of Interest**

Cllr Mr L Abraham declared a personal interest under minute item 15 (a) in respect of the payment of the accounts, as he was a 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 9<sup>th</sup> March 2009 be approved and signed by the Presiding Chairman as a correct record.

*The meeting was adjourned at 8.04 p.m. to receive reports from the County Councillor and the District Councillors and to take questions from members of the public.*

*The meeting resumed at 8.18 p.m.*

**5. Resignation**

(a) The Council was informed of the resignation of Mr M Harris as a member of Hartley Parish Council.

(b) The Council was informed that following public notice of the casual vacancy created by the resignation of Mr Harris, ten electors from the parish had come forward requesting an election which, if contested, would be held on 4<sup>th</sup> June 2009, in conjunction with the European Parliamentary and County Council elections.

The Council considered whether it wished to issue poll cards in the event of a election, which it was estimated would cost in the region of £1,350 for printing and postage. The Council felt that as poll cards would be issued for the European Parliamentary and County Council elections, there would be no advantage for poll cards to be issued in respect of the Parish Council election.

RESOLVED: That, poll cards should not be issued in respect of the election of a Parish Councillor for the Parish of Hartley on 4<sup>th</sup> June 2009.

#### **6. Election of Vice Chairman of the Council**

RESOLVED: That, Cllr Mrs A Oxtoby be elected Vice Chairman of the Council until the Annual meeting of the Council on 12<sup>th</sup> May 2009.

#### **7. Bank signatories**

The Council was informed that following the resignation of Mr Harris a third bank signatory would be required. The Council noted that Cllrs Barnett and Ramsay were the current bank signatories.

Two nominations were proposed and seconded. The matter was put to the vote.

RESOLVED: That, Cllr Mrs A Oxtoby be approved as a bank signatory to the Council's accounts.

#### **8. Finance and General Purposes Committee**

RESOLVED: That, the minutes of the meeting of the Finance and General Purposes Committee held on 18<sup>th</sup> March 2009 and the recommendations contained therein be received and, where necessary, approved and adopted.

#### **9. Highways Committee**

RESOLVED: That,

(1) a vote of thanks be recorded to Mr Harris for the work undertaken as a parish councillor during his term of office and,

(2) the minutes of the meeting of the Highways Committee held on 16<sup>th</sup> April 2009 and the recommendation contained therein be received and, where necessary, approved and adopted.

#### **10. Planning Committee**

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 18<sup>th</sup> March 2009, 25<sup>th</sup> March 2009 and 15<sup>th</sup> April 2009 be received and adopted.

#### **11. Northfield Management Committee**

RESOLVED: That, the minutes of the meeting of the Northfield Management Committee held on 13<sup>th</sup> February 2009 be received and noted.

#### **12. HAWK**

RESOLVED: That, the minutes of the meeting of the HAWK Youth Partnership Project held on 10<sup>th</sup> March 2009 be received and noted.

### 13. Hartley Parish Plan Steering Committee

(a) RESOLVED: That the minutes of the meetings of the Hartley Parish Plan Steering Committee held on 23<sup>rd</sup> February 2009 and 7<sup>th</sup> April 2009 be received and noted.

(b) The Council considered a draft of the Parish Plan. Views were expressed on a number of the action points contained in the draft Parish Plan, some of which related to issues beyond the powers of the Parish Council.

RESOLVED: That, the draft of the Parish Plan be referred to the Council's relevant committees for comment.

### 14. KALC

RESOLVED: That, the Parish News 338 be received and noted.

### 15. Payments

RESOLVED: That,

(1) the payment of the accounts for April 2009, attached as appendix 1 to these minutes, be approved and,

(2) the summary of receipts and payments as at 14<sup>th</sup> April 2009 be received and noted.

### 16. Exclusion of the public

RESOLVED: That, under the Public Bodies (Admission to Meetings) Act 1960 the public be excluded from the meeting on the grounds during consideration of minute item 17 in respect of the new Burial Ground on the grounds that the likely disclosure of exempt information would prejudice the public interest by reason of the confidential nature of the business to be transacted.

*The public left the meeting at 8.45 p.m. .*

### 17. New Burial Ground

The Council considered an offer from Messrs H F & J H Glover in respect of a modification of the covenants to allow land owned by the Council at Manor Field to be used for burial purposes and to extend the use of the right of way to enable the modification to be implemented. As consideration Messrs H F & J H Glover would be prepared to accept;

(1) an annual sum equal to 10% of the fees charged by the Council for each burial effected on the land, subject to a minimum annual payment of £200,

(2) payment of their surveyors fees currently amounting to just over £2,000 plus VAT and,

(3) payment of their solicitor's fees which were estimated should not exceed £2,000 plus VAT, but could increase if the amount of work exceeded that anticipated.

The Council considered advice received from the District Valuer and its legal advisor.

RESOLVED: That, the District Valuer be instructed to prepare a valuation report on a modification of the covenant and extension to the right of access at Manor Field for burial purposes at a cost estimated not to exceed £500 plus VAT.

The meeting closed at 9.10 p.m.

Signed:.....

Date: .....

Chairman of the Council

**Schedule of Payments April 2009**

<b>Chq No</b>	<b>Payment to</b>	<b>Particulars</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
104843	J Hoad	Salary 01/04/09 - 30/04/09 (prev approved) including backdated salary owed for the period 01/04/08 - 31/03/09	1,751.72	-	-
		Travelling expenses re 10/03/09 - NALC Seminar Russell Square	22.10	-	<u>1,773.82</u>
104844	H Gilder	Salary 01/04/09 - 30/04/09 (prev approved) including backdated salary owed for the period 01/04/08 - 31/03/09	904.62	-	904.62
104845	H M Revenue & Customs	Month 1 Employer & Employee NIC & PAYE	960.60	-	960.60
104846	Kent County Council	Employer & Employees pension contributions April 2009 (including pension contributions due on backdated salary 01/04/08 - 31/03/09).	564.51	-	564.51
104847	Mr D Cunningham	Clean Pavilion & water temperature checks and de-scaling April 2009	100.00	-	100.00
104848	Bayly Environmental Services Ltd	2 Legionella samples taken from Pavilion 16/02/09 inv 205316	100.00	15.00	115.00
104849	Sevenoaks District Council	40 rolls of recycling sacks inv 2020276	20.00	-	-
		Emptying dog bins Jan - March 2009 inv 2020298	336.70	50.51	-
		Licence to use and occupy land at Woodland Avenue re allotments inv 2020437	100.00	-	<u>507.21</u>
104850	Kent County Council (KCS)	Photocopier rental 21/03/09 - 20/06/09 inv PR0063706	161.46	24.22	-
		Stationery inv IN198606	39.98	6.00	-
		Inspection & testing of portable electrical appliances inv AS072839	41.28	6.19	-
		Konica black & white copies 21/12/08 - 20/03/09 inv PR0064678	74.74	11.21	-
		Konica black & white copies 21/09/08 - 20/12/08	61.49	9.22	<u>435.79</u>
104851	Sevenoaks District Council	Non-domestic rates bill 2009/10 Manor Field Pavilion	601.25	-	-
		Non-domestic rates bill 2009/10 Parish Office	485.00	-	<u>1,086.25</u>
104852	KALC	Subscription y/e 31/10/10	1,020.00	153.00	1,173.00
104853	NALC	Subscription for 4 x LCR	13.50	-	-

					13.50
104854	Sevenoaks District Council	30 bundles of garden waste sacks inv 82220	120.00	-	-
		50 bundles of garden sacks inv 82311	200.00	-	-
		2000 gallons from cesspool 19/03/09 inv 82768	132.00	-	-
		50 bundles of garden sacks inv 82973	200.00	-	<u>652.00</u>
104855	EDF Energy Customers PLC	Electricity used at Pavilion 18/12/08 - 27/03/09 + standing chg	181.88	9.09	190.97
104856	Post Office Ltd	200 x 2nd class stamps re Annual Reports & June newsletter	60.00	-	60.00
104857	Cash	To reimburse petty cash. 34/08 100 x 1st & 2nd class stamps 30/03/09	63.00	-	63.00
104858	Supplies Team				
		Large black ink cartridge inv 2515812	25.26	3.79	29.05
104859	Mr L Abraham	Travelling expenses 20/03/09 KALC	18.78	-	-
		Travelling expenses 26/03/09 KALC	32.87	-	<u>51.65</u>
104860	T D Munday	Charge made by Post Office re insufficient postage on letter	1.27	-	-
		Garden maintenance at BG inv 01	120.00	-	-
		Burial Ground visual inspection inv 03	18.50	-	-
		Grass cutting at Hartley memorial green inv 04	15.00	-	-
		Lower the position of brackets in the storage container re goal posts inv 05	35.00	-	<u>189.77</u>
104861	T D Munday	Litter pick @ Manor Field inv 02	42.00	-	-
		Football pitch line marking and goal post check inv 02	62.00	-	-
		Inspect playground equipment inv 02	144.00	-	-
		Litter pick @ Rectory meadow inv 02	36.00	-	-
		Litter pick @ Hartley greens inv 02	24.00	-	-
		Litter pick @ Gorse Wood inv 02	36.00	-	-
		Litter pick pond inv 02	15.00	-	<u>359.00</u>
104862	Wrotham Computer Care	Configure back up software re PO computer inv 6010	38.50	5.78	44.28

104863	Glasdon Manufacturing Ltd	Purchase of 1 no Countryside seat & paving slab fixing kit re Billings Hill Shaw. Inv 29247	394.16	59.12	453.28
104864	Record RSS Ltd	4 x bushes re swings inv 000562	25.00	3.75	28.75
104865	Quaife Woodlands	Arboricultural survey & report at Hartley Wood inv H19	475.00	71.25	546.25
104866	BT Payment Services Ltd	Calls 12 Jan - 3 Apr 09 & rental charges 1 Apr - 30 Jun 09 re Parish Office	96.46	13.79	110.25
104867	Open Spaces Society	Annual Subscription	40.00	-	40.00
104868	Mr R Malpas	Replacement of emergency light fitting in the ladies toilets at the Pavilion, Manor Field. Inv 81	85.00	-	85.00
104869	Mr G Glidewell	Re-cover notice boards at Longfield Hill & Manor Field with new perspex. Inv 17	120.00	-	120.00
104870	Calor Gas Limited	Standing charge inv 19022094	18.33	0.92	19.25
<b>TOTAL</b>					
			10,233.96	442.84	10,676.80

## **Adjournment**

*The meeting was adjourned at 8.04 p.m. to receive reports from the County Councillor and District Councillors and to take questions from members of the public.*

The County Councillor reported on the KCC's decision to decline any further requests for the provision of salt bins until such time as a review of its Winter Services Policy had been completed. He explained that due to the heavy snow earlier in the year there had been an increase in the requests for new salt bins. Kent Highway Services advise there would be insufficient resources to fill any new salt bins as priority would be given to ensuring roads remained open during periods of heavy snow. Furthermore there were concerns the salt could be utilised on private property or sold to third parties.

The District Councillors had nothing to report.

Mr Scott of Downs Valley enquired whether there were any plans to develop land recently ploughed to the west of Downs Valley. It was explained that this land fell within the Green Belt. Whilst Mr Scott acknowledged that the land was privately owned, he asked whether the Parish Council intended to be proactive in any applications to have the footpath/s over the aforementioned land designated as a public right of way. The County Councillor explained the processes involved and agreed to investigate the matter further.

Dr Roberts asked when the car park on Northfield would be constructed, which she believed was as a condition of the planning permission in respect of the football pitches. She believed the provision of a car park would reduce parking problems in Church Road.

Mrs Sharp enquired about the current position regarding the recovery of funds invested by Sevenoaks DC in Icelandic banks.

*The meeting resumed at 8.18 p.m.*