

THE PARISH COUNCIL OF HARTLEY

2nd June 2009

Dear Councillor

You are hereby summoned to attend a meeting of the Hartley Parish Council to be held at the Pavilion, Manor Field on **MONDAY 8th JUNE 2009** commencing at 8.00p.m. The business to be transacted at the meeting is:

Yours sincerely

Julie Hoad
Proper Officer

To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to contact the Clerk prior to the day of the meeting.

AGENDA

1. Apologies

To receive and approve, if necessary, any apologies for absence.

2. Declaration of acceptance of office

To receive the declaration of acceptance of office of the newly elected member of Hartley Parish Council or, if not then received, to decide when it shall be received.

3. Declaration of Interests

To receive Members' declaration of interests.

4. Register of Interests

To update the Register of Interest, if necessary. Members are reminded they are required to update the Register of Interests within 28 days of their interest changing.

5. Minutes

(WHITE)

(a) To approve, as a correct record, the minutes of the Annual Council meeting held on 11th May 2009. (Annexed).

(b) To receive and note the draft minutes of the meeting of the Annual Parish Meeting held on 15th May 2009. (Annexed).

The meeting will be adjourned to receive any reports from the County Councillor and District Councillors.

Public Question Time

6. Appointment to committees

To consider the appointment of the newly elected member of Hartley Parish Council to the Council's various committees.

7. Hartley Wood

To receive and note the decision of the Registration Authority, Kent County Council, on 12th May 2009 to register land at Hartley Wood as a Village Green.

8. Communications Committee (ORANGE)

To adopt the minutes of the meeting of the Communications Committee held on 18th May 2009 and to consider any recommendations contained therein. (Annexed).

9. Finance and General Purposes Committee (GREEN)

To adopt the minutes of the meeting of the Finance and General Purposes Committee held on 1st June 2009 and to consider any recommendations contained therein. (To follow).

10. Planning Committee (YELLOW)

To adopt the minutes of the meetings of the Planning Committee held on 13th May 2009 (annexed) and 3rd June 2009 (to follow) and to consider any recommendations contained therein.

11. Northfield (RED)

To receive and note a report on meeting held on 1st June 2009 to discuss surface water run off from Northfield. (To follow).

12. Hartley Parish Plan Steering Committee (PINK)

To receive and note the minutes of the meeting of the Hartley Parish Plan Steering Committee held on 20th May 2009. (To follow, if available).

13. Routine Maintenance Contract (CREAM)

To consider a report on quotations received in respect of the routine maintenance contract for the period 1st June 2009 to 31st May 2010. (Annexed).

14. KALC (WHITE)

To receive and note the Parish News issue number 339. (Annexed).

15. Training

(a) To authorise the attendance of councillors to a training event on the power of well being to be held on 24th June 2009 at Sevenoaks Town Council offices at a cost of £20 per member.

(b) To authorise the Clerk to attend a training event on "Local Councils as Trustees" organised by the Society of Local Council Clerks on Monday 14th September 2009 at Woking at a cost of £65.

16. Payments (BLUE)

(a) To approve the payment of the accounts for June 2009. (Annexed).

(b) To receive and note a financial report as at 2nd June 2009. (Annexed).

Under the Public Bodies (Admissions to Meetings) Act 1960, it may be necessary to exclude the public from the meeting during consideration of agenda item 15, in respect of the “New Burial Ground” on the grounds that the likely disclosure of exempt information will prejudice the public interest by reason of the confidential nature of the business to be transacted.

17. New Burial Ground (WHITE)

To consider a report on progress to establish a new burial ground at Manor Field. (Annexed).

List of circulated documents

1. Minutes of the Annual meeting of the Council held on 11th May 2009. **(WHITE)**
2. Draft minutes of the Annual Parish Meeting held on 15th May 2009 **(WHITE)**
3. Minutes of the meeting of the Communications Committee held on 18th May 2009 **(ORANGE)**
4. Minutes of the meetings of the Planning Committee held on 13th May 2009 **(YELLOW)**
5. Report on quotations received in respect of the routine maintenance contract for the period 1st June 2009 to 31st May 2010 **(CREAM)**
6. Parish News issue number 339 **(WHITE)**
7. Schedule of payments for June 2009 **(BLUE)**
8. Financial Report as at 2nd June 2009. **(BLUE)**
9. Report on progress to establish a new burial ground **(CONFIDENTIAL) (WHITE)**