

THE PARISH COUNCIL OF HARTLEY

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN

THE PAVILION, MANOR FIELD, CHURCH ROAD,

ON MONDAY 12th OCTOBER 2009 AT 8.00 P.M.

Present: Cllr L Abraham
Cllr A Barnett
Cllr R Coates
Cllr Mrs P Cole
Cllr D Graeme
Cllr J Minns
Cllr Mrs A Oxtoby (Presiding Chairman)
Cllr B Ramsay
Cllr V Sewell

In attendance: Mrs J Hoad (Clerk)
Cllr D Brazier (Kent County Council local member)
6 members of the public

In the absence of the Chairman of the Council, the Vice Chairman, Cllr Mrs A Oxtoby, presided at the meeting.

1. Apologies

Apologies for absence had been received from Cllr Alford due to holiday commitments, Cllr Mrs Burns due to illness, Cllr Gaywood due to illness and Cllr S Granger due to holiday commitments.

RESOLVED: That, the absences of Cllrs Alford, Mrs Burns, Gaywood and Granger be approved.

2. Declaration of Interests

Cllr Mrs A Oxtoby declared a personal interest under minute item 5, Amenities and Open Spaces Committee, in respect of Hartley Wood, as contained in the minutes of the meeting of the Amenities and Open Spaces Committee held on 24th September 2009, (page 5, minute item 13 and page 7, minute item 21), as she owned land and property close to Hartley Wood.

Cllr Mrs A Oxtoby declared a personal interest under minute item 5, Amenities and Open Spaces Committee, in respect of the allotments, as contained in the minutes of the meeting of the Amenities and Open Spaces Committee held on 24th September 2009, (pages 3 and 4, minute items 12 (a) and 12 (b)), as one of the allotment holders was an acquaintance.

Cllr Barnett declared a personal and prejudicial interest under minute item 5, Amenities and Open Spaces Committee, in respect of the allotments, as contained in

the minutes of the meeting of the Amenities and Open Spaces held on 24th September 2009, (pages 3 and 4, minute items 12 (a) and 12 (b)) and withdrew from the meeting during discussion and voting on the items.

Cllr Barnett declared a personal and prejudicial interest under minute item 8, Allotments, in respect of the granting of a lease on land at the allotments in Woodland Avenue and withdrew from the meeting during discussion and voting on the item.

Cllr Mrs A Oxtoby declared a personal interest under minute items 11 and 12, Training and Payments, as she had expressed an interest in attending the SLCC Regional Conference on 11th November 2009.

3. Register of Interests

Members were reminded of the duty to update the Register of Interests within 28 days of their interest changing.

4. Minutes

RESOLVED: That, the minutes of the meeting of the Parish Council held on 14th September 2009 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, District Councillors and to take questions from members of the public.

The meeting resumed at 8.07 p.m.

5. Amenities and Open Spaces Committee

Cllr Barnett withdrew from the meeting during discussion and voting on matters relating to the allotments.

RESOLVED: That, the minutes of the meeting of the Amenities and Open Spaces Committee held on 24th September 2009 and the recommendations contained therein be received and, where necessary, approved and adopted.

6. Burial Grounds and Gardens of Remembrance Committee

Cllr Coates confirmed his attendance at the meeting of the Burial Grounds and Gardens of Remembrances Committee held on 29th September 2009. The attendance list on the minutes would be corrected at the next meeting of the Committee.

RESOLVED: That, the minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 29th September 2009 be received and adopted.

7. Planning Committee

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 16th September 2009 and 30th September 2009 be received and adopted.

8. Allotments

Cllr Barnett withdrew from the meeting during discussion and voting on the matter relating to the granting of a lease on land at the allotments in Woodland Avenue.

The Council considered a report on the grant of a lease on land at the allotments in Woodland Avenue.

RESOLVED: That, Hartley Parish Council enter into a 99 year lease with Sevenoaks District Council on land currently occupied as allotments at Woodland Avenue at a peppercorn rent, on condition that the lease contains a redevelopment clause in favour of Sevenoaks District Council should, at some time in the future, the status of the land change and upon the following terms:

- (1) Sevenoaks District Council will not provide any commuted sums in respect of the maintenance of the land,
- (2) Sevenoaks District Council will not undertake any additional work; and
- (3) Sevenoaks District Council will undertake any legal work necessary on behalf of Hartley Parish Council at nil cost, subject to being reimbursed in respect of any disbursements.

9. Northfield Management Committee

RESOLVED: That,

- (1) the minutes of the meeting of the Northfield Management Committee held on 18th September 2009 be received and noted,
- (2) Hartley Parish Council's fidelity cover be increased by £10,000 to meet the 50% of the balances held in the Northfield Management Committee's accounts; and
- (3) Financial Regulations of the Northfield Management Committee, as approved by Hartley Parish Council on 11th May 2009, be ratified.

10. KALC

RESOLVED: That,

- (1) the Parish News issue number 342 be received and noted; and
- (2) the minutes of the meeting of the KALC Sevenoaks Area meeting held on 18th September 2009 be received and noted.

11. Training

(a) The Council noted the Finance Information Day to be held on 17th October 2009 had been cancelled.

(b) RESOLVED: That, the Clerk, Assistant Clerk and Cllr Mrs Oxtoby be authorised to attend the SLCC Regional Conference to be held on 11th November 2009 at Uckfield at a total cost of £125 plus VAT.

12. Payments

RESOLVED: That,

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

(2) the summary of receipts and payments as at 6th October 2009 be received and noted.

The meeting closed at 8.26 p.m.

Signed:.....

Date:

Chairman of the Council

Schedule of Payments October 2009					
Chq No	Payment to	Particulars	Net	VAT	Total
104990	J Hoad	Salary 01/10/09 - 31/10/09 (prev approved) + backdated salary increase from April 2009	1,806.62	-	1,806.62
104991	H Gilder	Salary 01/10/09 - 31/10/09 (prev approved)	922.95	-	922.95
104992	H M Revenue & Customs	Month 7 Employer & Employee NIC & PAYE	1,004.20	-	1,004.20
104993	Kent County Council	Employer & Employees pension contributions October 2009	583.93	-	583.93
104994	Mr D Cunningham	Clean Pavilion October 2009	80.00	-	-
		Temperature checks and de scaling	20.00	-	100.00
104995	Down to Earth Trees Ltd	Work undertaken at Hartley Wood inv 9381	960.00	144.00	1,104.00
104996	J B Westwood	Supply and application of fertiliser at Manor Field & cutting back of trees at Billings Hill Shaw & Chantry Avenue inv 2947	430.00	64.50	494.50
104997	I Paternoster	Supply and fix chestnut paling fence to rear of The Court Cottage, Foxborough Wood inv 2051	462.00	69.30	531.30
104998	RBL Poppy Appeal	Purchase of 2 x poppy wreaths re Remembrance Sunday	33.00	-	33.00
104999	Salvation Army	Donation section 137 re attendance at Remembrance Sunday service	100.00	-	100.00
105000	Supplies Team	Purchase of black ink cartridge inv 2827742	18.22	2.73	20.95
105001	Sevenoaks District Council	2000 gallons taken from cesspool at Pavilion 23/09/09 inv 86713	145.00	-	-
		30 bundles of garden waste sacks inv 86666	135.00	-	-
		30 bundles of garden waste sacks inv 86544	135.00	-	-
		2 rolls of blue trade sacks	87.36	13.10	515.46
105002	Kent County Council (KCS)	Photocopier rental 21/09/09 - 20/12/09 inv PR0073912	161.46	24.22	-
		Stationery inv IN365635	22.37	3.36	-
		Stationery inv IN383319	28.12	4.22	-
		Setting out & marking of football pitches at Manor Field inv LS125372	185.00	27.75	-
		Photocopier copy charges 21/06/09 - 20/09/09 inv PR0073898	53.83	8.07	518.40
105003	Sevenoaks District Council	Dog bin emptying July - September 2009 inv 2021567	336.70	50.51	-
		120 rolls of black refuse sacks April, May & June inv 2021512	156.00	23.40	-
		40 rolls of recycling sacks inv 2021594	20.00	-	-

		40 rolls of black refuse sacks inv 2021594	52.00	7.80	<u>646.41</u>
105004	SLCC	South East Regional Conference 11/11/09 - J Hoad, H Gilder & Cllr Mrs A Oxtoby	125.00	18.75	143.75
105005	Sencio Community Leisure	Works carried out at Longfield Hill re Japanese Knotweed inv 5702	190.00	28.50	218.50
105006	E D F Energy	Electricity at Manor Field Pavilion 23/06/09 - 01/10/09	127.65	6.39	134.04
105007	Martin Tolhurst Solicitors	Undertaking re W I Hall	1,175.00	-	1,175.00
105008	Mr P Mansfield	Re-imburement re purchase of 1 new stop valve tap & fittings	7.18	-	7.18
105009	Marshalls PLC	Purchase of 3 no bollard keys re Manor Field	20.00	3.00	23.00
105010	T D Munday	Garden maintenance @ Burial Ground inv 52	120.00	-	-
		Grass cutting @ Burial Ground inv 55	130.00	-	-
		Strim grass @ BG, verge and pond inv 55	16.00	-	-
		Grass cutting @ All Saints inv 56	120.00	-	-
		BG Visual inspection inv 54	18.50	-	-
		Grass cutting @ Memorial green inv 57	60.00	-	<u>464.50</u>
105011	T D Munday	Spray nettles at entrance to Rectory Meadow inv 58	105.00	-	-
		Remove tape from slide & clean inv 59	15.00	-	<u>120.00</u>
105012	T D Munday	Routine maintenance work - litter pick @ Manor Field inv 53	56.00	-	-
		Strim entrance to MF inv 53	11.00	-	-
		Football pitch line marking & goal post check inv 53	31.00	-	-
		Inspect playground equipment inv 53	192.00	-	-
		Litter pick @ Rectory Meadow inv 53	48.00	-	-
		Litter pick Hartley greens inv 53	32.00	-	-
		Litter pick @ Hoselands Green inv 53	32.00	-	-
		Litter pick @ pond inv 53	20.00	-	-
		Litter pick @ Gorse Wood inv 53	48.00	-	<u>470.00</u>
105013	Post Office Limited	100 x 1st class stamps	39.00	-	-
		100 x 2nd class stamps	30.00	-	<u>69.00</u>
105014	Cash	To reimburse petty cash 10/09 100 x 2nd class stamps 23/09/09	30.00	-	-
		To reimburse petty cash 11/09 purchase of large envelope 25/09/09	0.79	-	-

		To reimburse petty cash 12/09 Recorded delivery re Audit Commission 25/09/09	4.00	-	<u>34.79</u>
105015	R Malpas	Inspection and replacement of PIR sensor light at Pavilion. Inv 22	70.00	-	70.00
105016	Kent County Council (KCS)	Stationery inv IN391135	14.48	2.17	16.65
105017	Calor Gas Limited	Bulk propane delivered 01/10/09 inv 19639838	403.50	20.18	423.68
105018	Sevenoaks District Council	Licence to use and occupy land at Woodland Avenue allotments inv 2021713	100.00	-	100.00
		TOTAL	<u>11,329.86</u>	<u>521.95</u>	<u>11,851.81</u>

Adjournment

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

The County Councillor had nothing to report.

The District Councillors had nothing to report.

Dr Roberts enquired whether Hartley Parish Council would be seeking Village Green status on land at Hoselands Green and Gorse Wood.

Mrs Delf enquired about the use of the horse riding route on Northfield.

The meeting resumed at 8.07 p.m.