

THE PARISH COUNCIL OF HARTLEY

3rd November 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 9th NOVEMBER 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 Interests

To receive Members' declaration of interests.

3. 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.

4. Minutes

(WHITE)

To approve, as a correct record, the minutes of the Council meeting held on 12th October 2009. (Annexed).

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

Public Question Time

5. Communications Committee

To adopt the minutes of the meeting of the Communications Committee held on 4th November 2009 and to consider any recommendations contained therein. (To follow).

6. Planning Committee (YELLOW)

To adopt the minutes of the meetings of the Planning Committee held on 14th October 2009 (annexed) and 4th November 2009 (to follow) and to consider any recommendations contained therein.

7. Payments (BLUE)

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

(b) To receive and note a financial report as at 3rd November 2009. (Annexed).

List of circulated documents

1. Minutes of the meeting of the Council held on 12th October 2009. **(WHITE)**
2. Minutes of the meetings of the Planning Committee held on 14th October 2009. **(YELLOW)**
3. Schedule of payments November 2009. **(BLUE)**
4. Financial Report as at 3rd November 2009. **(BLUE)**