

THE PARISH COUNCIL OF HARTLEY
MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN
THE PAVILION, MANOR FIELD, CHURCH ROAD,
ON MONDAY 14th DECEMBER 2009 AT 8.00 P.M.

Present: Cllr L Abraham
Cllr C Alford
Cllr A Barnett
Cllr R Coates
Cllr Mrs P Cole
Cllr J Gaywood (Chairman)
Cllr S Granger
Cllr J Minns
Cllr Mrs A Oxtoby
Cllr B Ramsay
Cllr V Sewell

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

1. Apologies

Apologies for absence had been received from Cllr Mrs Burns due to illness and Cllr Graeme due to family commitments.

RESOLVED: That, the absences of Cllrs Mrs Burns and Graeme be approved.

2. Declaration of Interests

Cllr Abraham declared a personal interest under minute item 12 (a) in respect of the payment of accounts, as he was the recipient of one of the payments.

Cllr Mrs Cole declared a personal interest under minute item 5 (a), Amenities and Open Spaces Committee, in respect of the recommendation relating to the Longfield and Hartley Scout Group, as contained in the minutes of the meeting of the Amenities and Open Spaces Committee held on 3rd December 2009, (page 2, minute item 6 (b)), as her son was member of the Longfield and Hartley Scout Group

Cllr Mrs Cole declared a personal and prejudicial interest under minute item 7, Finance & General Purposes Committee, in respect of the recommendation relating to the youth shelter, as contained in the minutes of the meeting of the Finance & General Purposes Committee held on 16th November 2009, (page 2, minute item 4), as her private residence was located opposite the youth shelter at Woodland Avenue recreation ground and withdrew from the meeting during discussion and voting on the matter.

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 9th November 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 8.10 p.m.

5. Amenities and Open Spaces Committee

(a) Pursuant to Standing Order 31 (k) the motion relating to the recommendation in respect of the hire of the Pavilion by the Longfield and Hartley Scout Group, as contained in the minutes of the meeting of the Amenities and Open Spaces Committee held on 3rd December 2009, (page 2, minute item 6(b)), was withdrawn.

RESOLVED: That, the minutes of the meeting of the Amenities and Open Spaces Committee held on 3rd December 2009 and the recommendation contained therein, be received and, where necessary, approved and adopted.

(b) The Council considered a report on the condition of the cupboard housing the electricity meter for the Pavilion at Manor Field and measures undertaken to temporarily repair the unit. The Council was advised that a meeting had been arranged with EDF on 11th January 2010.

RESOLVED: That,

(1) the Clerk's actions be confirmed; and

(2) works to re-locate the meter onto land owned by the Council in Hartley Burial Ground be approved as a matter of priority.

6. Burial Grounds and Gardens of Remembrance Committee

RESOLVED: That, the minutes of the meeting of the Burial Grounds and Gardens of Remembrance Committee held on 24th November 2009 be received and adopted.

7. Finance & General Purposes Committee

Cllr Mrs Cole withdrew from the meeting.

Cllr Sewell proposed, Cllr Mrs Oxtoby seconded an amendment to the recommendation relating to the youth shelter, as contained in the minutes of the meeting of the Finance & General Purposes Committee held on 16th November 2009, (page 2, minute item 4) so that the words, "...**and to allow the youth worker to work with the youth of the area to facilitate an improved behaviour pattern.**" be inserted after the words, "**a log to be maintained on the incidents of anti-social behaviour around the youth shelter**". The amendment was put to the vote and CARRIED.

Cllr Ramsay proposed, Cllr Minns seconded an amendment to the recommendation relating to the Hartley WI Hall, as contained in the minutes of the meeting of the Finance & General Purposes Committee held on 16th November 2009, (page 4, minute item 9), so that the words, “**if necessary**,...” be inserted before the words, “**a meeting be arranged**...” The amendment was put to the vote and CARRIED.

RESOLVED: That,

(1) the Council’s insurers be informed of the position regarding the ownership of the war memorial on Hartley Green and subject to confirmation that the Council’s insurers would be willing to extend the Council’s policy on that basis so as to include accidental damage/loss, theft, arson, malicious damage of the war memorial, arrangements be made to extend the Council’s policy accordingly and as set out in the recommendation contained in the minutes of the meeting of the Finance & General Purposes Committee held on 16th November 2009, (page 5, minute item 14); and

(2) the minutes of the meeting of the Finance & General Purposes Committee held on 16th November 2009 and the recommendations contained therein and as amended, be received and, where necessary, approved and adopted.

Cllr Mrs Cole returned to the meeting after the amended recommendation relating to the youth shelter had been approved by the Council.

8. Highways Committee

(a) Cllr Granger proposed, Cllr Minns seconded an amendment to the recommendation relating to the proposed soakaway to be constructed on Northfield, as contained in the minutes of the meeting of the Highways Committee held on 12th November 2009, (page 2, minute item 4), so that,

(i) paragraph (1) the words, “**or for ongoing maintenance costs**.” be inserted after the words, “**... professional costs**,”

(ii) paragraph (2) be deleted,

(iii) paragraph (3) be deleted,

(iv) final paragraph the words, “**Furthermore Hartley Parish Council has no comments on the report other than the following items**,...” be deleted and the wording, “**(2) Kent Highway Services be requested to give consideration to the following comments**...” be inserted,

(v) the last two bullet points of appendix 1 attached to the minutes of the meeting of the Highways Committee held on 12th November 2009 be deleted.

The amendment was put to the vote and CARRIED.

RESOLVED: That, the minutes of the meeting of the Highways Committee and the recommendation contained therein, as amended, be received and, where necessary, approved and adopted.

(b) Pursuant to Standing Order 31 (k) the proposal to request Kent Highways Service provide a cash deposit or bond in respect of the construction of a soakaway on Northfield be withdrawn.

9. Planning Committee

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 18th November 2009 and 2nd December 2009 be received and adopted.

10. HAWK

(a) There were no minutes available of the meeting of the HAWK Youth Partnership Project held on 1st December 2009.

(b) The Council considered a report on a proposed youth project at the Hartley and District Social Club.

RESOLVED: That,

(1) the youth project in respect of the use of the pool table at the Hartley and Social District Club for an initial period of 6 weeks, as set out in the report be approved; and

(2) the Hartley and Social District Club be thanked for their support.

11. KALC

(a) RESOLVED: That, the minutes of the meeting of the Sevenoaks Area Committee held on 13th November 2009 be received and noted.

(b) RESOLVED: That, the Parish News issue 343 be received and noted.

12. Payments

RESOLVED: That,

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

(2) the summary of receipts and payments as at 8th December 2009 be received and noted.

The meeting closed at 9.10 p.m.

Signed:.....

Date:

Chairman of the Council

Schedule of Payments December 2009

Chq No	Payment to	Particulars	Net	VAT	Total
105044	J Hoad	Salary 01/12/09 - 31/12/09 (prev approved)	1,714.10	-	-
		Reimbursement re purchase of 30no Lavender plants for Burial Ground.	27.75	-	-
		Reimbursement re Land Registry - Register & title plan view 08/12/09	8.00	-	-
		Reimbursement re Land Registry - Register & title plan view 09/12/09	8.00	-	1,757.85
105045	H Gilder	Salary 01/12/09 - 31/12/09 (prev approved)	921.99	-	921.99
105046	H M Revenue & Customs	Month 9 Employer & Employee NIC & PAYE	950.15	-	950.15
105047	Kent County Council	Employer & Employees pension contributions November 2009	551.24	-	551.24
105048	Mr D Cunningham	Clean Pavilion December 2009	80.00	-	-
		Temperature checks and de-scaling	20.00	-	100.00
105049	SLCC	Annual membership	190.00	-	190.00
105050	Sevenoaks District Council	40 bundles of garden waste sacks inv 88004	180.00	-	-
		2000 gallons taken from cesspool at Manor Field 16/11/09 inv 88125	145.00	-	325.00
105051	Supplies Team	Fax machine ribbons inv 2930609	16.99	2.55	-
		Large black ink cartridge inv 2972680	21.92	3.29	-
		Large cyan ink cartridge inv 2975582	15.57	2.34	62.66
105052	Society of Local Council Clerks	Purchase of Charles Arnold Baker 8th edition inv 7210	53.60	-	53.60
105053	Ash Setting & Printing	To print and deliver December Hartley Herald inv 8886	320.00	-	320.00
105054	Kent County Council (KCS)	Stationery inv IN433938	6.16	0.92	-
		Stationery inv IN448681	40.73	6.11	53.92
105055	J B Westwood	Grass cuts inv 2964	1,225.00	183.75	1,408.75
105056	Mr R Malpas	Repairs carried out to emergency lights @ Pavilion inv 38	111.50	-	111.50
105057	T D Munday	Garden maintenance @ BG inv 69	120.00	-	-
		Burial Ground visual inspection inv 71	18.50	-	-
		Fence repairs @ Manor Field inv 72	80.00	-	-
		Fence repairs @ Billings Hill Shaw inv 73	35.00	-	-
		Fence repairs @ BG inv 74	350.00	-	603.50
105058	T D Munday	Routine maintenance work litter pick @ MF inv 70	70.00	-	-
		Clean out gutters @ pavilion inv 70	12.00	-	-
		Cut hedge around car park at MF inv 70	155.00	-	-
		Football pitch line marking & goal post check inv 70	62.00	-	-
		Inspect playground equipment inv 70	192.00	-	-

		Litter pick @ Rectory Meadow inv 70	48.00	-	-
		Litter pick Hartley greens inv 70	32.00	-	-
		Wash down war memorial inv 70	15.00	-	-
		Litter pick @ Hoselands Green inv 70	32.00	-	-
		Litter pick @ pond inv 70	25.00	-	-
		Litter pick Gorse Wood inv 70	48.00	-	691.00
105059	The Information Commissioner	Renewal fee - Data Protection Act	35.00	-	35.00
105060	Mr L Abraham	Travelling allowance re 13/11/09 KALC Area Meeting - Sevenoaks	19.23	-	-
		14/11/09 KALC AGM - Ditton	16.82	-	-
		03/12/09 Delivery of QPS portfolio - Folkestone	61.30	-	-
		09/12/09 KALC F & GP - Lenham	32.45	-	<u>129.80</u>
105061	Cash	To reimburse petty cash 06/11/09 Registered delivery re allotments 15/09	4.95	-	-
		08/12/09 Registered delivery re allotments 16/09	4.95	-	-
		09/12/2009 Stationery purchase-stickers 17/09	0.99	-	-
		09/12/09 100 x 2nd class stamps 18/09	30.00	-	<u>40.89</u>
105062	Post Office Ltd	100 x 1st class stamps	39.00	-	39.00
105063	Craigdene Ltd	Quarterly inspection of playgrounds inv 689/09	150.00	22.50	172.50
TOTAL			<u>8,296.89</u>	<u>221.46</u>	<u>8,518.35</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 reported on the latest assessment of Kent County Council and other related authorities by the Audit Commission.

Cllr Ramsay reported on the assessment of Sevenoaks District Council carried out by the Audit Commission and on the 2010/11 budget.

There were no questions from members of the public.

The meeting resumed at 8.10 p.m.