

THE PARISH COUNCIL OF HARTLEY

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN

THE PAVILION, MANOR FIELD, CHURCH ROAD,

ON MONDAY 8th NOVEMBER 2010 AT 8.00 P.M.

Present : Cllr C Alford
Cllr Mrs J Burns
Cllr R Coates
Cllr Mrs P Cole
Cllr J Gaywood (Chairman)
Cllr J Minns
Cllr Mrs A Oxtoby
Cllr B Ramsay
Cllr V Sewell

In attendance: Mrs J Hoad (Clerk)
5 members of the public

1. Apologies

Apologies for absence had been received from Cllr L Abraham due to family commitments, Cllr A Barnett due to illness, Cllr D Graeme due to work commitments and Cllr S Granger due to holiday commitments.

RESOLVED: That, the absences of Cllrs Abraham, Barnett, Graeme, and Granger be approved.

2. Declarations of Interest

There were no declarations of interest.

3. Register of Interests

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

4. Minutes

RESOLVED: That, the minutes of the meeting of the Parish Council held on 11th October 2010 be approved and signed by the Chairman as a correct record.

The meeting was adjourned at 8.03 p.m. to receive reports from the District Councillors and to take questions from members of the public.

The meeting resumed at 8.06 p.m.

Pursuant to Standing Order 1(d) the Chairman asked whether members of the public present wished to make representations, answer questions or give evidence in respect of any item of business included on the agenda. No members of the public

present expressed an interest in making representations, answering questions or giving evidence.

5. Amenities and Open Spaces Committee

RESOLVED: That, the minutes of the meeting of the Amenities and Open Spaces Committee held on 25th October 2010 be received and adopted.

6. Communications Committee

RESOLVED: That, the minutes of the meeting of the Communications Committee held on 1st November 2010 be received and adopted.

7. Finance and General Purposes Committee

RESOLVED: That,

(1) the minutes of the meeting of the Finance and General Purposes Committee held on 20th October 2010 and the recommendation contained therein be received and, where necessary, approved and adopted; and

(2) further representations be made to the local Member of Parliament about the lack of public consultation by Royal Mail regarding the proposal to close the Sorting Office at Longfield and that these concerns be raised with the Chief Executive of Royal Mail.

8. Planning Committee

RESOLVED: That, the minutes of the meetings of the Planning Committee held on 20th October 2010 and 3rd November 2010 be received and adopted.

9. Standing Orders

RESOLVED: That, pursuant to Standing Order 31, model Standing Order 15 (a) (v) be permanently added to the Council's Standing Orders after Standing Order 15 (a) (viii) so that it reads,

“15 (a) (ix) an ordinary member of the committee who has been replaced at a meeting by a substitute member (in accordance with standing order 15 (a) (viii) above) shall not be permitted to participate in debate or vote on business at that meeting and may only speak during any public participation session during the meeting”,

and the subsequent Standing Orders in 15 (a) be renumbered in sequential order.

10. Payments

RESOLVED: That,

(1) the payment of the accounts for November 2010, attached as appendix 1 to these minutes, be approved and,

(2) the summary of receipts and payments as at 2nd November 2010 be received and noted.

The meeting closed at 8.20 p.m.

Signed:.....

Date:

Chairman of the Council

Schedule of Payments November 2010

Chq No	Payment to	Particulars	Net	VAT	Total
105278	BT Payment Services Ltd	PAID 19/10/10 - Calls and line rental re Parish Office	97.43	15.47	112.90
105279	J Hoad	Salary 01/11/2010 - 30/11/2010 (prev approved)	1,713.67	-	1,713.67
105280	H Gilder	Salary 01/11/2010 - 30/11/2010 (prev approved)	887.26	-	887.26
105281	H M Revenue & Customs	Month 8 Employer & Employee NIC & PAYE	930.02	-	930.02
105282	KCC re Kent Pension Fund	Employer & Employees pension contributions November 2010	589.42	-	589.42
105283	Mr D Cunningham	Clean Pavilion November 2010	80.00	-	-
		Temperature checks and descaling	20.00	-	<u>100.00</u>
105284	W Mzimba	Interim internal audit 01/04/10 - 30/09/10 2 days @ £170 per day	340.00	-	340.00
105285	Sevenoaks District Council	25 bundles of garden waste sacks inv 96517	250.00	-	-
		25 bundles of garden waste sacks inv 97116	250.00	-	<u>500.00</u>
105286	Mr R Malpas	Replace tube light @ Pavilion inv 17	26.00	-	26.00
105287	J B Westwood	Grass cutting and fertilizer application 09/07/10 - 07/10/10 inv 3042	2,480.00	434.00	2,914.00
105288	Austin Treework	Felling of Cherry tree, Porchester Close inv 8461	280.00	49.00	329.00
105289	Dover Town Council	Risk Assessment training 15/10/10 - J Hoad inv 1030/10-11	60.00	-	60.00
105290	Kent Council (KCS)	Stationery inv IN712046	8.69	1.52	-
		Stationery inv IN713681	1.30	0.23	-
		Photocopier rental 24/09/10 - 23/12/10 inv PRCOP0096301	237.45	41.55	-
		Photocopier copy charges 24/06/10 - 23/09/10 inv PRCOP0096368	138.26	24.20	<u>453.20</u>
105291	Sevenoaks District Council	Recycling sacks x 40 rolls 26/07/10, 05/08/10, 29/09/10, 15/10/10	80.00	-	80.00
105292	T D Munday	Litter pick @ Manor Field inv 54	56.00	-	-
		Strim round entrance to Manor Field inv 54	11.00	-	-
		Strim behind Pavilion and Calor Gas compound inv 54	23.00	-	-
		Football pitch line marking and goal post check inv 54	62.00	-	-
		Playground inspections inv 54	208.00	-	-
		Litter pick @ Rectory Meadow inv 54	52.00	-	-
		Litter pick Hartley greens inv 54	68.00	-	-
		Litter pick @ pond inv 54	20.00	-	-
		Litter pick @ Gorse Wood inv 54	52.00	-	<u>552.00</u>
105293	T D Munday	Garden maintenance @ Burial Ground inv 53	120.00	-	-

APPENDIX 1

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		Burial Ground visual inspection inv 55	18.50	-	-
		Grass cutting @ Burial Ground inv 56	108.00	-	-
		Grass cutting @ All Saints inv 57	80.00	-	-
		Grass cutting memorial green inv 58	64.00	-	-
		Strim around new trees at Rectory Meadow inv 59	20.00	-	<u>410.50</u>
105294	Salvation Army	Section 137 donation re bugler at Remembrance Sunday Service	50.00	-	50.00
105295	SLCC Enterprises Ltd	J Hoad attendance at SLCC Regional one day conference 11/11/10 inv 106443	55.00	9.62	64.62
105296	KALC	Cllrs L Abraham & R Coates attendance at KALC AGM 13/11/10	17.00	-	17.00
105297	BT Payment Services Ltd	Internet services 01/10/10 - 31/12/10	89.97	15.74	105.71
105298	South East Water Ltd	Water consumption 13/04/10 - 07/10/10 and standing charge 01/04/10 - 30/09/10 at the Pavilion, Manor Field.	93.57	-	-
		Water consumption 09/04/10 - 06/10/10 and standing charge 01/04/10 - 30/09/10 at the allotments, Woodland Avenue.	389.70	-	<u>483.27</u>
105299	Mr L Abraham	Travel allowance 16/10/10 - KALC Exec meeting 28 miles @ 65.0p per mile	18.20	-	18.20
105300	Bayly Environmental Services Ltd	2 Legionella samples from Pavilion October 2010 inv 206551	100.00	17.50	117.50
105301	Kent Council (KCS)	Annual inspection/testing of fire extinguishers Pavilion & Parish Office inv AS093360	20.20	3.54	-
		Stationery inv IN709223	26.63	4.66	<u>55.03</u>
105302	Beachcroft LLP	Professional fees 24/07/10 - 22/10/10 re Manor Field inv 10117058	130.00	22.75	152.75
105303	Post Office Limited	200 x 2nd class stamps re December newsletter	64.00	-	64.00
105304	Cash	To reimburse petty cash - Special delivery CSS Claim re Rectory Meadow 27/10/10 08/10	5.05	-	5.05
TOTAL			<hr/>		
			10,491.32	639.78	11,131.10

Adjournment

The meeting was adjourned at 8.03 p.m. to receive reports from the County Councillor and District Councillors and to take questions from members of the public.

Cllr Ramsay briefly outlined some of the measures by Sevenoaks District Council to reduce spending which will include cut backs in staffing and partnership working to reduce costs.

Mrs Sharp praised the Youth Worker and explained her efforts to support his work by means of donations from local businesses and the public.

Dr Roberts read a statement expressing her views on the rules relating to Hartley Burial Ground.

The meeting resumed at 8.06 p.m.