

THE PARISH COUNCIL OF HARTLEY

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1st March 2021

Dear Councillor,

You are hereby summoned to attend a meeting of Hartley Parish Council to be **held remotely, using “Zoom”** on **MONDAY 8th MARCH 2021** commencing at **7.30 p.m.**

Please log in using meeting code **436 7184 770**.

Yours sincerely

Helen Boden

Helen Boden

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.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014.

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, came into force on 4th April 2020.

Regulation 5 permits the holding of remote meetings.

Members of the public wishing to attend the meeting, should contact the Clerk at the Parish Office for further instructions.

AGENDA

1. Apologies

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

2. Declarations of Interest

To receive Members' declarations of interest which have not already been entered in the Members' Register of Interests or notified to the Monitoring Officer.

Members are reminded of the duty to register with the Monitoring Officer any change to interests or new interests in Appendices A and B of the Council's adopted Code of Conduct within 28 days of becoming aware of it.

3. Dispensations

To consider any request/s received from Members to grant a dispensation in order to participate in discussion and voting, as appropriate, on matter/s to be considered at this meeting where a Member has an interest in Appendices A and/or B of the Council's Code of Conduct adopted on 10th November 2014.

4. Minutes

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 8th February 2021. (Annexed).

Adjournment

The meeting will be adjourned to receive any reports from the County Councillor and the District Councillors and to allow a public question time.

Pursuant to Standing Order 3 (e) the Chairman of the Council will invite members of the public to express an interest should they wish to make representations, answer questions or give evidence in respect of any item of business included in the agenda.

5. Amenities & Open Spaces Committee

To adopt the minutes of the meeting of the Amenities & Open Spaces Committee held on 17th February 2021 and to consider any recommendations contained therein. (Annexed).

6. Finance Committee

To adopt the minutes of the meeting of the Finance Committee held on 10th February 2021 and to consider any recommendations contained therein. (Annexed).

7. Planning Committee

To adopt the minutes of the meetings of the Planning Committee held on 17th February 2021 (annexed) and 3rd March 2021 (to follow) and to consider any recommendations contained therein.

8. Covid-19 Pandemic

To consider any action that may be required due to the Covid-19 Pandemic.

9. Neighbourhood Plan

To receive an update on the proposed Neighbourhood Plan for Hartley.

10. Mobile Safety Camera

At the meeting of the Parish Council held on 8th February 2021, it was resolved that a quotation received from WCCTV, for the sum of £7,000 + VAT, for the supply and installation of a WCCTV 4G Speed Dome + 4TB HDD + 5yrs service bundle, be accepted.

At the meeting of the Amenities & Open Spaces Committee held on 17th February 2021, the Committee was asked to consider a draft policy statement and CCTV policy, but it was recommended that in light of concerns regarding

the suitability of the camera due to the lack of street lighting in the parish, that the matter, be referred back to the full Council for further consideration.

Members are requested to consider an update.

11. Annual Parish Council Meeting & Annual Parish Meeting

At the Annual Meeting of the Parish Council held on 11th May 2020, Members considered the calendar for ordinary meetings of the Council up to May 2021.

It was agreed that the Annual Meeting of the Parish Council for 2021, would be held on Monday 10th May.

The agreed date for the Annual Parish Meeting was Friday 14th May 2021.

The present regulations which came in to force on 4th April 2020, covering online and remote meetings, are due to cease on 6th May 2021.

The Government is being lobbied to consider extending the option to hold remote meetings, as the prevailing advice from The National and Kent Association of Local Councils and the Society of Local Council Clerks, is that all meetings should be remote for the duration.

The legal requirement is for the Annual Meeting of the Council to be held in May and the Annual Parish Meeting between 1st March and 1st June.

Members are requested to consider bringing forward the dates of both the Annual Meeting of the Council and the Annual Parish Meeting to Thursday 6th May 2021, to enable them to be held remotely, via Zoom.

12. Payments

- (a) To approve the payment of the accounts for March 2021. (To follow).
- (b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 1st March 2021. (Annexed).
- (c) To verify the bank reconciliations for the Council's four bank accounts.

Bank statements and reconciliations will be available at the meeting.

List of circulated documents

1. Minutes of the meeting of the Council held on 8th February 2021. **(WHITE)**
2. Minutes of the meeting of the Amenities & Open Spaces Committee held on 17th February 2021. **(GREEN)**
3. Minutes of the meeting of the Finance Committee held on 10th February 2021. **(BLUE)**
4. Minutes of the meeting of the Planning Committee held on 17th February 2021. **(YELLOW)**
5. Schedule of payments for March 2021. **(BLUE)**

6. Council detail report setting out actual income and expenditure against budgeted estimates as at 1st March 2021. **(BLUE)**