

## THE PARISH COUNCIL OF HARTLEY

The Parish Council Office, Hartley Library, Ash Road, Hartley, Longfield, Kent DA3 8EL

Tel/fax: 01474 709441

E mail: [mail@hartleyparishcouncil.org.uk](mailto:mail@hartleyparishcouncil.org.uk)

Website: [www.hartleyparishcouncil.org.uk](http://www.hartleyparishcouncil.org.uk)

19<sup>th</sup> April 2021

Dear Councillor,

You are hereby summoned to attend a meeting of Hartley Parish Council to be **held remotely, using “Zoom”** on **MONDAY 26<sup>th</sup> APRIL 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 4<sup>th</sup> 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. Parish Council Meeting held on 12<sup>th</sup> April 2021

To note that the meeting of the Parish Council held on 12<sup>th</sup> April 2021, has been voided, due to the three clear day notice period being affected by the period of national mourning following the death of His Royal Highness The Duke of Edinburgh.

### 2. Apologies

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

### **3. 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.*

### **4. 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 10<sup>th</sup> November 2014.

### **5. Resignation**

(a) To receive and note the resignation of Cllr Mr Matthew Mohr, as a Member of Hartley Parish Council.

(b) A Notice of Vacancy was displayed on the Parish Council's noticeboard on 9<sup>th</sup> March 2021.

The Council was notified that no requests had been received to fill the casual vacancy in the Parish by election and that pursuant to Rule 8(3) of The Local Elections (Parishes & Communities) Rules 1986, it is the responsibility of Members to co-opt to fill the vacancy "as soon as practicable".

The Council is requested to consider how it wishes to take this matter forward.

### **6. Minutes**

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 8<sup>th</sup> March 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.**

### **7. General Purposes Committee**

To adopt the minutes of the meeting of the General Purposes Committee held on 22<sup>nd</sup> March 2021 and to consider any recommendations contained therein. (Annexed).

### **8. Planning Committee**

To adopt the minutes of the meetings of the Planning Committee held on 17<sup>th</sup> March 2021 and 14<sup>th</sup> April 2021 and to consider any recommendations contained therein. (Annexed).

## **9. Covid-19 Pandemic**

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

## **10. Hire of Manor Field & Pavilion**

To consider an email dated 10<sup>th</sup> March 2021, regarding the hire of the Pavilion and Manor Field for a live music event. (Annexed).

## **11. Neighbourhood Plan**

To consider a report on the proposed Neighbourhood Plan for Hartley. (Annexed).

## **12. Annual Parish Council Meeting & Annual Parish Meeting**

At the Annual Meeting of the Parish Council held on 11<sup>th</sup> 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 10<sup>th</sup> May.

The agreed date for the Annual Parish Meeting was Friday 14<sup>th</sup> May 2021.

The present regulations which came in to force on 4<sup>th</sup> April 2020, covering online and remote meetings, are due to cease on 6<sup>th</sup> 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 1<sup>st</sup> March and 1<sup>st</sup> June.

Members are requested to consider bringing forward the dates of both the Annual Meeting of the Council and the Annual Parish Meeting to a date prior to Friday 7<sup>th</sup> May 2021, to enable them to be held remotely, via Zoom.

## **13. Mobile Safety Camera**

To consider a report from Cllr Cole regarding the purchase of wildlife cameras, including costings.

## **14. Hartley Burial Ground**

To consider the provision of a gateway and path leading from the existing burial ground to the Manor Field Burial Ground, allowing visitors to park in the layby and walk to the Burial Ground.

The proposed path would cross land owned by Messrs HF & JH Glover.

## **15. Payments**

- (a) To approve the payment of the accounts for April 2021. (Annexed)
- (b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 31<sup>st</sup> 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 8<sup>th</sup> March 2021. **(WHITE)**
2. Minutes of the meeting of the General Purposes Committee held on 22<sup>nd</sup> March 2021. **(CREAM)**
3. Minutes of the meetings of the Planning Committee held on 17<sup>th</sup> March 2021 and 14<sup>th</sup> April 2021. **(YELLOW)**
4. Email dated 10<sup>th</sup> March 2021. **(WHITE)**
5. Report on the proposed Neighbourhood Plan for Hartley. **(GREEN)**
6. Schedule of payments for April 2021. **(BLUE)**
7. Council detail report setting out actual income and expenditure against budgeted estimates as at 31<sup>st</sup> March 2021. **(BLUE)**