

## THE PARISH COUNCIL OF HARTLEY

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7<sup>th</sup> February 2023

Dear Councillor

You are hereby summoned to attend a Meeting of Hartley Parish Council to be held at the **Pavilion, Manor Field, Church Road** on **MONDAY 13<sup>th</sup> February 2023** commencing at **7.30 p.m.** The business to be transacted at the meeting is:

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.**

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

#### **4. Minutes (WHITE)**

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 9<sup>th</sup> January 2023. (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. Planning Committee (YELLOW)**

To adopt the minutes of the meetings of the Planning Committee held on 11<sup>th</sup> January 2023 and 25<sup>th</sup> January 2023 and to consider any recommendations contained therein. (Annexed).

#### **6. Community Transport Scheme**

At the meeting of the Parish Council held on 9<sup>th</sup> January 2023, Cllr Cole reported that he had contacted Ash-cum-Ridley, Fawkham, Meopham and West Kingsdown Parish Councils, to gauge their interest in the scheme.

Cllr Cole suggested that if Hartley Parish Council agreed to the scheme in principle, that a meeting should be arranged with the Parish Council's named above.

To consider a report from Cllr Cole and to agree a course of action.

#### **7. Delegated Authority**

At the meeting of the Parish Council held on 5<sup>th</sup> May 2021, it was resolved that:

- 1) in accordance with Section 101 of the Local Government Act 1972, authority be delegated to the Clerk or in the absence of the Clerk, the Assistant Clerk, to make decisions on behalf of the Council where such decision cannot be reasonably deferred and must be made in order to comply with a commercial or statutory deadline, or the provision of ongoing Council services and business;
- 2) such decisions to be carried out where possible in consultation with the Chairman and Vice Chairman by electronic means, or telephone;
- 3) any decisions made under this delegation shall be noted at the next meeting of the Council;
- 4) the delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations and,
- 5) the resolution made by the Council on 15<sup>th</sup> April 2020, in relation to matters arising from the COVID-19 pandemic, whereby the Clerk, in consultation with **both** the Chairman and Vice Chairman of the Council, be delegated authority to authorise expenditure on behalf of the Council, which in the Clerk's judgement, it is necessary to carry out,

whether or not there is any budgetary provision for the expenditure, with such expenditure being subject to a limit of £2,000.00. and being reported to the council as soon as practicable thereafter, be reconfirmed.

The Council is requested to consider revoking the delegated authority as set out above, as it is no longer required.

## **8. Payments (BLUE)**

- (a) To approve the payment of the following accounts for February 2023. (Annexed).
- (b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 27<sup>th</sup> January 2023. (Annexed).
- (c) To verify the bank reconciliations for the Council's four bank accounts and Barclaycard account.

Bank statements and reconciliations will be available at the meeting.

### **List of circulated documents**

1. Minutes of the meeting of the Council held on 9<sup>th</sup> January 2023. **(WHITE)**
2. Minutes of the meetings of the Planning Committee held on 11<sup>th</sup> January 2023 and 25<sup>th</sup> January 2023. **(BLUE)**
3. Schedule of payments for February 2023. **(BLUE)**
4. Council detail report setting out actual income and expenditure against budgeted estimates as at 27<sup>th</sup> January 2023. **(BLUE)**

