

THE PARISH COUNCIL OF HARTLEY

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7th November 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 13th NOVEMBER 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 10th November 2014.

4. Minutes (WHITE)

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 9th October 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. Burial Grounds & Gardens of Remembrance Committee (PINK)

To adopt the minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 11th October 2023 and to consider any recommendations contained therein. (Annexed).

6. Finance & General Purposes Committee (BLUE)

To adopt the minutes of the meeting of the Finance & General Purposes Committee held on 11th October 2023 and to consider any recommendations contained therein. (Annexed).

7. Planning Committee (YELLOW)

To adopt the minutes of the meetings of the Planning Committee held on 18th October 2023 and 1st November 2023 and to consider any recommendations contained therein. (Annexed).

8. Northfield Management Committee (PINK)

To receive and note the minutes of the meeting of the Northfield Management Committee held on 10th October 2023 and to consider any recommendations contained therein. (Annexed).

9. Neighbourhood Plan

To review and approve membership of the Neighbourhood Plan Steering Group.

10. D-Day 80

To consider an update on arrangements for the organisation of an event to mark D-Day 80.

11. Car Park Re-Surfacing - Manor Field

To receive an update on the proposed car park resurfacing at Manor Field.

12. Manor Field Pavilion

To consider options for the repair/replacement of the showers in the Pavilion changing rooms.

13. KALC Community Awards Scheme 2023 (GREEN)

To consider an email dated 6th November 2023, received from the Kent Association of Local Councils. (Annexed).

14. Payments (BLUE)

- (a) To approve the payment of the following accounts for November 2023. (To follow).
- (b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 7th November 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.

Pursuant to Standing Order 3 (d) the public will be excluded from the meeting during consideration of agenda item 15, 2023-24 National Salary Award, due to the confidential nature of the business to be transacted relating to staff matters.

15. National Salary Award 2023/24 (WHITE)

To consider an email and enclosures, received from KALC, regarding the new pay scales to be implemented from 1st April 2023. (To follow).

List of circulated documents

1. Minutes of the Meeting of the Council held on 9th October 2023. **(WHITE)**
2. Minutes of the meeting of the Burial Grounds & Gardens of Remembrance Committee held on 11th October 2023. **(PINK)**
3. Minutes of the meeting of the Finance & General Purposes Committee held on 11th October 2023. **(BLUE)**
4. Minutes of the meetings of the Planning Committee held on 18th October 2023 and 1st November 2023. **(YELLOW)**
5. Minutes of the meeting of the Northfield Management Committee held on 10th October 2023. **(WHITE)**
6. Email dated 6th November 2023, received from KALC. **(GREEN)**
7. Council detail report setting out actual income and expenditure against budgeted estimates as at 7th November 2023. **(BLUE)**
8. Schedule of payments for November 2023. **(BLUE)**