

**THE PARISH COUNCIL OF HARTLEY**

**MINUTES OF THE MEETING OF HARTLEY PARISH COUNCIL**

**HELD IN THE PAVILION, MANOR FIELD, CHURCH ROAD**

**ON MONDAY 9<sup>th</sup> JANUARY 2023 AT 7.30 P.M.**

**Present :**

Cllr Larry Abraham  
Cllr Chris Alford  
Cllr Penny Cole  
Cllr Perry Cole  
Cllr Jim Colwell  
Cllr Lesley Driscoll  
Cllr Laurence Glander  
Cllr David Graham  
Cllr Mally Malham  
Cllr Anne Oxtoby – (*Chairman*)  
Cllr Brian Ramsay  
Cllr Vincent Sewell

**In attendance:**

Mrs Helen Boden - (*Clerk*)  
Cllr David Brazier – (*Kent County Councillor*)

**1. Apologies**

Apologies for absence had been received from Cllr Chris Alford due to family commitments.

RESOLVED: That,  
the absence of Cllr Chris Alford due to family commitments, be accepted and approved.

**2. Declarations of interest**

There were no declarations of interest.

**3. Dispensations**

There were no requests from Members for a dispensation.

**4. Minutes**

RESOLVED: That,  
the minutes of the meeting of Hartley Parish Council held on 19<sup>th</sup> December 2022, be approved and signed by the Chairman as a correct record.

*The meeting was adjourned at 7.31 p.m. to receive reports from the County Councillor and District Councillors.*

*The meeting resumed at 7.46 p.m.*

## **5. Finance Committee**

RESOLVED: That,  
the minutes of the meeting of the Finance Committee held on 14<sup>th</sup> December 2022 and the recommendations contained therein, be received and, where necessary, approved and adopted.

## **6. Precept 2023 – 2024**

(a) Members considered a letter dated 12<sup>th</sup> December 2022, received from the Chief Finance Officer at Sevenoaks District Council.

Members noted that the tax base for 2023/24, has been estimated to be 2,560.84. The tax base for 2022/23 was 2,556.47.

RESOLVED: That,  
the letter dated 12<sup>th</sup> December 2022, received from the Chief Finance Officer at Sevenoaks District Council, advising of the estimated tax base for Hartley for 2023/24, be received and noted.

(b) Members considered the precept for 2023/24 and noted that the information relating to the Council's Precept request for 2023/24 had to be returned to Sevenoaks District Council by the end of January 2023.

Members noted that the precept will be paid as follows: 50% on 28<sup>th</sup> April 2023 and 50% on 29<sup>th</sup> September 2023.

RESOLVED: That,  
Sevenoaks District Council be advised that Hartley Parish Council wishes to increase the Band D charge for 2023/24, from £53.89 to £62.63, (an increase of 16.2%), which would increase the Precept from £137,768 to an estimated figure of £160,390, based on a tax base of 2,560.84 for 2023/24.

Members noted that under amended regulations, any Town or Parish with a precept over £140,000, is required to provide a breakdown of its precept over the following services:

Highways  
Planning & Economic Development  
Recreation & Tourism  
Other Services

## **7. KALC Community Awards Scheme 2023**

Members considered an email (and attachments) dated 15<sup>th</sup> December 2022, received from the Kent Association of Local Councils, giving details of the 2023 KALC Community Awards Scheme.

RESOLVED: That,

- 1) Hartley Parish Council adopts the KALC Community Awards Scheme 2023 and,
- 2) Councillors be requested to contact the Clerk if they have any suitable nominations for submission to KALC.

### **8. Kent Pension Fund Draft Administration Strategy – Formal Consultation**

Members considered an email dated 22<sup>nd</sup> December 2022, received from Kent County Council, regarding the Kent Pension Fund Draft Administration Strategy consultation which will conclude on 31<sup>st</sup> January 2023.

An Administration Strategy, as allowed for by the Local Government Pension Scheme (LGPS), is seen as one of the tools which can help in delivering a high-quality administration service to the scheme member and other interested parties.

Regulation 59 (1) of the LGPS Regulations states: **An administering authority may prepare a written statement of the authority's policies in relation to such matters as it considers appropriate.**

Once agreed with employers and ratified by the Pension Fund Committee, the strategy will be implemented from **1<sup>st</sup> April 2023.**

RESOLVED: That,

the Kent Pension Fund Draft Administration Strategy be noted, with no comment.

### **9. Community Transport Scheme**

At the meeting of the Parish Council held on 19<sup>th</sup> December 2022, Cllr Perry Cole reported that Kent County Council's Public Transport department had recently launched this year's community transport grant scheme.

This is an opportunity for local charities, resident groups and parish or town councils, to apply for funding towards local schemes which provide invaluable services to residents who have difficulty accessing public transport. This year, an uplifted £450,000 is available for such schemes and groups can apply for funds for everything from the purchase of vehicles, to improvements for ICT equipment that helps in the running of schemes.

Applications for this year's scheme close on Saturday 12<sup>th</sup> February 2023.

At the meeting, Cllr Cole agreed to obtain further information as to how the scheme operates.

Cllr Cole reported that if there was a demand for such a scheme in Hartley, it would need to link in with other Parish Councils.

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.

RESOLVED: That,

(1) Hartley Parish Council agrees to the scheme in principle and,

(2) Cllr Cole be requested to contact Ash-cum-Ridley, Fawkhams, Meopham and West Kingsdown Parish Councils, to invite them to a meeting to explore the matter further.

#### 10. Regulation 18 Plan 2040 Sevenoaks Local Plan

Cllr Ross reported that, as agreed at the last Parish Council meeting, a meeting had been held on Friday 6<sup>th</sup> April, with the Chairman, Vice-Chairman, Cllr Ross, Mark Heeley from the Neighbourhood Plan Steering Group and Laura Evans from Fawkhams Parish Council in attendance, to consider the Planning Consultant's recommendations and Members' comments and to prepare a draft response for consideration and submission by the Planning Committee.

Members noted that a number of minor additions/amendments had been proposed and that the Planning Consultant had now submitted the final draft to the Council, for consideration by the Planning Committee at its meeting to be held on Wednesday 11<sup>th</sup> January.

Members agreed that they were satisfied with the final draft submitted by the Planning Consultant.

RESOLVED: That,  
the above report be noted.

#### 11. Payments

RESOLVED: That,

(a) the payment of accounts for January 2023, attached as **Appendix 1** to these minutes, be approved.

(b) the Council detail report as at 3<sup>rd</sup> January 2023, setting out actual income and expenditure against budgeted estimates be received and noted;

(c) the bank reconciliations for the Council's four bank accounts for December 2022, be verified by Cllr Anne Oxtoby after the close of the meeting.

(d) it be noted that the bank reconciliations for the Council's four bank accounts for November 2022 had been verified by Cllr Perry Cole.

The meeting closed at 8:26 p.m.

Signed:.....

Date:.....

Chairman of Hartley Parish Council



<b>Schedule of Payments January 2023 - Paid by cheque/DDR from Barclays Bank</b>					
<b>Chq No</b>	<b>Payment to</b>	<b>Particulars</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
DDR		Monthly DDR re Pavilion electricity Dec	39.00	-	39.00
			<b>39.00</b>	<b>-</b>	<b>39.00</b>

<b>Schedule of Payments January 2023 - Paid by Barclaycard</b>					
<b>Ref:</b>	<b>Payment to</b>	<b>Particulars</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
		PAID 04/01/23 - Data protection Fee renewal	40.00	-	40.00
			<b>40.00</b>	<b>-</b>	<b>40.00</b>

## **Adjournment**

The meeting was adjourned at 7.31 p.m.

Cllr Brazier reported that KCC had now managed to achieve a balanced budget, but that to achieve this, a programme of stringent savings had been necessary.

Cllr Brazier reported that there was no funding for the annual “pothole blitz” and that therefore, potholes would take longer to be repaired.

Members noted that KCC would be retaining the “Kent Travel Saver” for young people and the majority of subsidised buses for the time being.

Cllr Brazier reported that as part of KCC’s Community Asset Plan, the Council would be looking at the buildings that it owned, what they were currently used for and whether some services could be provided in alternative locations.

Members noted that as part of the savings, KCC would be looking to close 38 childrens’ centres, including New Ash Green.

Cllr Brazier reported that some libraries could also be amongst the closures, but that these would not be considered until after May.

Cllr Perry Cole reported that there had been a number of issues with waste collection over the Christmas and New Year period, but that the majority of these issues had now been resolved.

Cllr Perry Cole reported that he had recently visited the Community Cupboard and that a plaque would shortly be erected, recognising the Parish Council’s recent donation.

Cllr Cole reported that the Community Cupboard had helped 460 residents in Hartley during the Christmas/New Year period and that three quarters of these residents still required assistance.

Cllr Penny Cole reported that Sevenoaks District Council had commenced delivery of refuse sacks to residents before Christmas, but due to a variety of issues this had not been completed.

Cllr Cole reported that delivery of the remaining sacks would take place in the coming weeks.

The meeting resumed at 7.46 p.m

