

THE PARISH COUNCIL OF HARTLEY
MINUTES OF THE MEETING OF HARTLEY PARISH COUNCIL
HELD IN THE PAVILION, MANOR FIELD, CHURCH ROAD
ON MONDAY 8th APRIL 2024 AT 7.30 P.M.

Present:

Cllr Larry Abraham
Cllr Penny Cole
Cllr Perry Cole
Cllr David Conroy
Cllr Lesley Driscoll
Cllr Laurence Glander
Cllr David Graeme
Cllr Anne Oxtoby – (*Chairman*)
Cllr Brian Ramsay
Cllr Ian Ross
Cllr Vincent Sewell

In attendance:

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

1. Apologies for Absence

Apologies for absence had been received from Cllr Jim Colwell due to family commitments.

RESOLVED: That,
the absence of, Cllr Jim Colwell 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

Councillor Perry Cole commented on minute item 13. (c), Payments, as the date stated relating to the bank reconciliations was January 2023 and should be January 2024.

RESOLVED: That,

the minutes of the meeting of Hartley Parish Council held on 11th March 2024, including the correction of the date, be approved and signed by the Chairman as a correct record.

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

The meeting resumed at 7.42p.m.

5. Planning Committee

RESOLVED: That,
the minutes of the meeting of the Planning Committee held on 13th March 2024 and the recommendations contained therein, be received and, where necessary, approved and adopted.

6. Neighbourhood Plan

RESOLVED: That,
the minutes of the meeting of the Neighbourhood Plan Steering Group held on 13th March 2024, be received and noted and the actions approved.

7. Security of Open Spaces

Cllr Glander reported that the planting of the 5 no mature trees on Hoselands Green had been postponed, due to the presence of underground utilities.

Cllr Glander explained that he, the Chairman of the Council and the Clerk, had recently attended a meeting with representatives from SGN regarding the location of the underground gas pipe.

In order to plant the trees, the Council would be required to organise a trial dig, by hand, by a contractor registered as “Dig Safe”, to locate the pipe and that there were then restrictions as to how close to the pipe machinery could be used and also the species of trees that could be planted.

Cllr Glander reported that there was also a water main running under the green which would also need to be located.

Members noted that enquiries with the utility companies were ongoing, as was the search for a “Dig Safe” contractor.

Cllr Glander reported that both he and the Grounds Maintenance Contractor had completed the required training to allow them to use a standpipe to water the trees.

RESOLVED: That,
the above report be noted.

8. Payments

RESOLVED: That,
(a) the payment of accounts for April 2024, attached as
Appendix 1 to these minutes, be approved;

(b) the Council detail report as at 2nd April 2024, setting out actual income and expenditure against budgeted estimates be received and noted;

(c) it be noted that the bank reconciliations for the Council's 4 bank accounts and Barclaycard for February 2023 had been verified by Cllr Perry Cole.

(d) it be noted that the bank reconciliations for the Council's four bank accounts and Barclaycard for March 2024 would be verified by Cllr Oxtoby.

The meeting closed at 7.55p.m.

Signed:..... Date.....
Chairman of Hartley Parish Council

APPENDIX 1

Schedule of Payments April 2024 - Paid by Internet Banking from Unity Trust Bank					
Ref:	Payment to	Particulars	Net	VAT	Total
DDR		PAID 28/03/24 - Cash & cheque services fee 05/12/23-04/03/24	0.30	-	0.30
DDR		PAID 31/03/24 - Standard Service Tariff 05/12/23-04/03/24	29.10	-	29.10
930704905		PAID 19/03/24 - Neighbourhood Plan 2 x banners	144.50	28.90	173.40
		PAID 19/03/24 - Neighbourhood Plan - Housing Needs Survey	2,680.00	536.00	3,216.00
140467345		PAID 02/04/24 - Recycling sacks x 4 28/03/24 inv 2088786	32.00	-	-
		PAID 02/04/24 - Black Sacks x 3 28/03/2024 inv 2088786	82.50	16.50	131.00
7211955		PAID 02/04/24 -Monthly clean at Pavilion Inv 5005	158.66		158.66
710613656		PAID 02/04/24 - Recycling sacks x 6 18/03/24 inv 2088272	48.00	-	-
		PAID 02/04/24 - Cesspool emptying (Final service) Invoice 2088267	213.00	-	261.00
401104112		PAID 02/04/24 - Stationery inv I4329526	23.89	4.78	28.67
788161818		PAID 02/04/24 - Dog bin emptying inv 2088771	300.30	60.06	360.36
218649471		PAID 02/04/24 - Bulk Propane delivery 09/03/24 inv 91523181	1,063.26	53.16	1,116.42
713477056		PAID 02/04/24 - Allotment course L Glander inv 9170863289	70.00	14.00	84.00
153873183		PAID 02/04/24 -Training re Northfield inv 31395	250.00	50.00	300.00
73026061		Salary 01/04/24 - 30/03/24 (Pre-approved)	2,687.12	-	-
		Reimburse re Logmein subscription	343.15	-	3,030.27
171499581		Salary 01/04/24 - 30/04/24 (Pre-approved)	1,529.44	-	1,529.44
497237567		Salary 01/02/24 - 31/03/24 (Pre-approved)	715.28	-	715.28
63741107		Month 1 Employer & Employee NIC & PAYE	1,896.17	-	1,896.17
774972046		Employer & Employee pension contributions March	1,550.95	-	1,550.95
535136375		Business rates re Parish Office inv 20/0	1,167.10	-	1,167.10
814609646		Rent re Parish Office 01/04/24-31/03/25 inv 100017106	2,600.00	-	2,600.00
947891574		Photocopier rental 18/05-17/08 inv KPS344372	140.45	28.09	168.54
318994805		4 x black refuse sacks inv 2088808	110.00	22.00	132.00
745261555		Data backup services 01/04-31/03 inv SM29466	238.00	47.60	-
		Software support 01/04-31/03 inv SM29465	277.00	55.40	618.00
			18,350.17	916.49	19,266.66

APPENDIX 1

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Chq No	Payment to	Particulars	Net	VAT	Total
DDR		Mixed Payment Plan charges 13/02/24 - 12/03/24	12.69	-	12.69
DDR		Electricity @ Pavilion 22/02/24-22/03/24	54.09	2.70	56.79
			66.78	2.70	69.48

Ref:	Payment to	Particulars	Net	VAT	Total
		PAID 16/02/24 - Stationery seals	2.92	0.58	-
		PAID 16/02/24 - Fire action notices	3.65	0.73	7.88
		PAID 20/3/24 - Paediatric Defib Pads inc customs fee £17	110.60	22.12	132.72
		PAID 27/03/24 - 200 x 2nd class stamps	150.00	-	150.00
		PAID 04/04/24 - Trade waste sacks	80.35	-	80.35
			347.52	23.43	370.95

Adjournment

The meeting was adjourned at 7.31 p.m.

Cllr Brazier reported that the new C3 bus service had been launched on Tuesday 2nd April and had so far been very well used.

Cllr Brazier reported that the service was currently in the trial stages and would only continue if it was regularly used by residents.

Cllr Abraham reported that he had received a complaint from a resident regarding the District Council's discontinuation of black refuse sacks.

Cllr Penny Cole reported that at the recent meeting of SDC's Development & Conservation Advisory Committee, a number of members of the public had attended regarding the Local Plan.

Cllr Cole reported that the proposed Local Plan would be considered by the full Council in July, before being submitted to the Planning Inspector.

Cllr Oxtoby reported that the Chairman of Fawkham PC had highlighted the fact that both theirs and Hartley's comments had not been included in the published comments.

Members noted that this issue had now been resolved.

The meeting resumed at 7.42p.m

