



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **FULL HARTLIP PARISH COUNCIL ON WEDNESDAY 13 MARCH 2024** AT 19:00PM IN THE HARTLIP VILLAGE HALL MEETING ROOM

Members of the Public and Press are welcome to attend

Signed: Mr C Henley Date of Issue: 7 Mar 2024
Clerk and Proper Officer
2 Alfriston Grove, West Malling, ME194SR

Members: Cllr T Daley (Chair), Cllr S Black (V Chair), Cllr J Davies, Cllr J N Davies, Cllr D Harper, Cllr G Maleed, Cllr M Rose

PUBLIC PARTICIPATION IN GENERAL

Members of the public may also be allowed to speak during the meeting, on agenda items only and with express permission from the Chair. Anyone wishing to attend and/or speak on the agenda item during Public Participation should book in prior to the meeting. Please contact clerk@hartlippc.gov.uk

RECORDING (AUDIO AND /OR VIDEO OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During the meeting the public are allowed to record the Committee and Officers from the front of the public seating area only, providing it does not disrupt the meeting. Any items in the exempt part of the agenda cannot be recorded and no recording device is to be left behind. If another member of the public objects to being recorded, the person(s) recording must stop doing so until the member of the public has finished speaking. The use of social media is permitted, but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

MOBILE PHONES

Members of the public are reminded that the use of mobile phones (other than silent) is prohibited at all Parish Council meetings.

Agenda

- 136.FCA/03/24 **To receive apologies for absence**
Relevant Legislation: Local Government Act 1972, s85
Members not in attendance must tender their apologies to the clerk and reason for absence to the clerk on the summons prior to the meeting
Agree any action
- 137.FCA/03/24 **To receive declarations of interests and lobbying**
Relevant Legislation: Localism Act 2011, s31
In accordance with the Localism Act 2011, members are to disclose pecuniary or any other interests in any item on the agenda. The members are individually responsible for declaring their position.
- 138.FCA/03/24 **Minutes**
Relevant Legislation: Local Government Act 1972, sch 12, p 41
To receive as correct and approve for signature the minutes of the Full Council Meeting held on 14 February 2024.
- 139.FCA/03/24 **Public Participation**
Relevant Legislation: Local Government Act, s100
In accordance with LGA 1972 S100, the meeting will be adjourned for this item to take place. Will then resume for the remainder of the meeting. The council is keen to encourage public attendance at meetings and will therefore provide an opportunity to parish registered electors, to participate in meetings. Residents are permitted 3 minutes to speak and the public session is restricted to 15 minutes, unless extended by the Chair.

- 140.FCA/03/24 **Correspondence**
 I. Multiple Emails from residents concerning the metal fencing installed in the village.
 II. Email from PC Jez Chittim regarding the next surgery held at the church Wed 6 March
 III. Email from resident on speeding in the village.
- 141.FCA/03/24 **Newly Installed Metal Fencing**
 Following the number of emails from residents to HPC, Members are to consider the Parish Council position on a length of metal fencing with attached covering, installed at the edge of the field bordering the Rose and Crown Public House Garden. Agree any action.
- 142.FCA/03/24 **External Reports and Updates**
 To receive any external reports from County and Borough and Police Liaison.
- 143.FCA/03/24 **Planning – <https://pa.midkent.gov.uk/>**
Relevant Legislation: Town and Planning Act 1990
 To receive urgent updates on planning matters
 I. 24/500650/TCA Burwell Grange, The Street. To Reduce height of Eucalyptus Tree.
- 144.FCA/03/24 **Hartlip Parish Council Reporting – Agree any actions**
 I. The War Memorial – to receive update
 (a) Update from Chair
 II. Recreational Ground – to receive update
 (a) Update from Rec Working Group
 (b) Public Consultation has gone live. Update if applicable
 (c) Rec extra maintenance to cut back bramble has been completed. For noting.
 (d) KCC Combined Member Grant Application applied for.
 III. Parkland – to receive update
 (a) Parkland fencing repairs and general maintenance. Update on repair specification following site visit from Chair & Cllr Rose.
 (b) Parkland Spraying – Update from Cllr Rose regarding quote for the work
 (c) Parkland trees – Update if applicable.
 (d) Members to consider request from tenant for 2024 installation of electric fence to restrict movement of horse/pony.
 IV. Highways Footpaths and Environment – to receive update
 (a) Highways Improvement Plan (HIP). Members to consider additions to the HIP, disabled bay at Methodist church and yellow lines at the end of Lower Hartlip Road. Update if applicable.
 (b) The Street / Dane Close bramble removal complete. To note
 (c) Members to consider adding the extra maintenance to the annual schedule at The Street / Dane Close.
 (d) AED / Defibrillator at Tuck Inn. Members to consider approval of part payment to add to grant for purchase, also approval for costs for installation of AED at location
 V. Village Pond – to receive update
 (a) Maintenance Progress – Update if applicable.
 VI. Village Hall – to receive update.
 (a) Update if available.
 VII. Allotments – to receive update
 (a) Allotment Tenancy Agreements, update from Cllr Davies. Agree any action.
 (b) Allotment Hedge trimming complete. For noting.
 (c) Allotment Payments, update from Cllr Davies.
 (d) Resident requesting to new plot. Cllr Davies to update.
 (e) Vacant Plots update.
- 145.FCA/03/24 **Finance Reporting**
Relevant Legislation: Acts and Audit Reg 2015, Lcl Audit and Ac'bility Act 2014
 I. Financial review bank statements and bank reconciliation - Councillors to view and sign.
 II. Payments received: Detailed in papers
 III. Cheques for approval: There are none
 IV. Payments for approval: Detailed in papers for member approval
 V. Members to consider an amendment to the 2024/25 Budget. Agree any action.

146.FCA/03/24 **D-Day Anniversary**
Agree any actions
I. Working Group meeting was held on Monday 11 March.
II. D-Day Anniversary working group update.

147.FCA/03/24 **Hartlip Litter Pick**
Members to receive any update for the annual event.

To agree the public's exclusion from the confidential part of the meeting.

That in view of the confidential nature of the business (employment/legal issues) about to be transacted it was resolved under the provisions of Public Bodies admissions to meetings Act 1960 s.1 that the press and public be temporarily excluded, and they are instructed to withdraw in order for the following agenda item to take place. The public will be welcome to re-join following the conclusion of the item.

148.FCA/03/24 **HPC Legal Matters**
Chair to update. Agree any action.

149.FCA/03/24 **Clerk Updates** – Agree any actions
I. Website / Email update.
II. All policies updated following review
III. Preparing for end of year, VAT, yearly accounts and AGAR for audit.
IV. Parish noticeboard light repairs, members to consider approval of costs.
V. Parkland Tenant Agreements & Invoices

150.FCA/03/24 **Items to be considered for inclusion on the next Full Council agenda**
To receive any additions, for noting only, no discussion at this meeting.

151.FCA/03/24 **Date of next meeting**
Wednesday 10 April 2024

152.FCA/03/24 **Close of Meeting**

If you would like any further information on any item on the agenda, please contact the clerk
clerk@hartlippc.gov.uk