



YOU ARE SUMMONED TO ATTEND THE MEETING OF THE **FULL HARTLIP PARISH COUNCIL ON WEDNESDAY 8 NOVEMBER 2023** AT 19:00PM IN HARTLIP VILLAGE HALL

Members of the Public and Press are welcome to attend

Signed: Mr C Henley Date of Issue: 2 Nov 2023
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 hartlipclerk@gmail.com

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

- 62.FCA/11/23 **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
- 63.FCA/11/23 **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.
- 64.FCA/11/23 **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 11 October 2023.
- 65.FCA/11/23 **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.
- 66.FCA/11/23 **External Reports and Updates**
To receive any external reports from County and Borough and Police Liaison.

- 67.FCA/11/23 **Correspondence**
- I. Email from Resident regarding obstructed and overgrown footpath between The Street opposite the school and lower Hartlip.
 - II. Email from KCC Highways regarding report 750684 made by the clerk. KCC noted that there was no current obstruction as the vegetation has been cut back although they have added to the list of possible improvements if and when funds are available.
- 68.FCA/11/23 **Planning – <https://pa.midkent.gov.uk/>**
Relevant Legislation: Town and Planning Act 1990
 To receive urgent updates on planning matters
- I. 23/504534/FULL 2 Oak Barn Cottages, Yaughner Lane Erection of single side extension
 - II. 23/504580/FULL South Riding Old House Lane, Erection of single side extension
 - III. 23/504655/FULL The Barn Dane Lane, Conversion works of agricultural buildings and land
- 69.FCA/11/23 **Hartlip Parish Council Reporting – Agree any actions**
- I. The War Memorial – to receive update
 - (a) Maintenance donations of £1,500 has been paid into the HPC Bank by Cllr Daley
 - II. Recreational Ground – to receive update
 - (a) Update from Rec Working Group
 - (b) Public Consultation Update
 - III. Parkland – to receive update
 - (a) Parkland access improvements – Update from Cllr Rose on pathway access
 - (b) Parkland Store debris update
 - (c) Parkland fencing repairs and general maintenance. Update on contractor contact details from Cllr Rose
 - (d) Update on Parkland trees by Cllr Rose and Daley
 - IV. Highways Footpaths and Environment – to receive update
 - (a) Highways Improvement Plan (HIP), update
 - (b) Defibrillators update
 - (c) Parking at the end of Lower Hartlip Road/A2 update from Chair
 - (d) Conservation Area Extension, update.
 - V. Village Pond – to receive update
 - (a) Maintenance update following HPC / KCC communications on maintenance.
 - VI. Village Hall – to receive update
 - (a) Village hall committee ex officio membership update from Cllr Rose deferred from Oct
 - (b) External Defibrillator location, update from Cllr Rose and Chair
 - VII. Allotments – to receive update
 - (a) Allotment Tenancy Agreement – Ratification of amendment to the agreement
 - (b) Allotment Tenancy Agreements, update from Cllr Davies
 - (c) Vacant Plots update
 - (d) Allotment land purchase, update.
 - VIII. Local Council Bodies to receive update
 - (a) Nothing to note
 - IX. KALC – to receive update
 - (a) Nothing to note
- 70.FCA/11/23 **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. Cheques / Payments received: £1,500 donations for war memorial paid in.
 - III. Cheques for approval: There are none
 - IV. Payments for approval: Detailed in papers for member approval
- 71.FCA/11/23 **Remembrance Day and D-Day Anniversary**
 Agree any actions
- I. Remembrance Day attendees and actions, note road closure in in place with KCC
 - II. D-Day Anniversary
- 72.FCA/11/23 **Budget Working Group 2024 / 2025**
 To consider recommendations from the budget working group and commence budget preparations

73.FCA/11/23 **Wienerberger Brickearth Extraction Consultancy**
Update, agree any action.

74.FCA/11/23 **Clerk Updates** – Agree any actions
I. Website update. .
II. Email addresses Update
III. Laptop replacement update

75.FCA/11/23 **Asset Register**
Cllr Black and Harper to update, agree any action

76.FCA/11/23 **Items to be considered for inclusion on the next Full Council agenda**
To receive any additions, for noting only, no discussion at this meeting.

77.FCA/11/23 **Date of next meeting**
Wednesday 13 December 2023

78.FCA/11/23 **Close of Meeting**

If you would like any further information on any item on the agenda, please contact the clerk
hartlipclerk@gmail.com