

HARTEST PARISH COUNCIL

NOTICE OF MEETING

I HEREBY GIVE YOU NOTICE that the Meeting in Public of the Parish Council will be held on Wednesday 14 February 2018 at 7 p.m. in the Institute
P M Lamb (Mrs) - Parish Clerk (6 February 2017)

A G E N D A

1. Apologies for absence: Malcolm Brearley
2. Approval of Minutes of 3 January 2018
3. Matters arising
4. Dispensation Requests re Declarations of Interest/Declarations of Interest
5. Public Forum
6. County Councillor's Report
7. District Councillor's Report
8. Finance & Administration
 - a. Bank Balances as at 31 January 2018: Current: £5,500.84 Savings: 20,635.74
Total: £26,136.58
 - b. Receipts
 - c. Bank Reconciliation as at 29.12.17 circulated 14.1.18
 - d. Asset Register
 - e. Payments
UK Servers: Renewal: hartest.com domain name: £13.20
Boxted & Hartest Institute: Hall Hire (PC Meetings 14.2.18 and 7.3.18):
Hall Hire (NP Meetings):12.6.17 (£22.50) + 31.1.18 (£20.50)
Clerk: Reimbursement of 'Contact' subscription (£7.00) and
Mileage to/from SALC re End of Year Training (£16.92): £23.92
Places 4 People Ltd: Neighbourhood Plan Support and Attendance at
Meeting on 21.1.18: £246.10
 - f. Confirm SALC's engagement as Internal Auditor and approve Audit Scope
 - g. Confirm appointment of new External Auditors: PKF Littlejohn LLP
 - h. Data Protection – Possible provision of service (emails sent 13.1.18 DPO
Centre Ltd and Local Council Public Advisory Service)
 - i. Data Protection Training – Clerk
9. Planning
 - a. Decisions received: Permission granted: DC/17/05978: Hangar Rear Of Stowes
Hill, Brockley Road: Temporary use of workshop as residential accommodation
 - b. Withdrawn applications
 - c. New planning applications: DC/18/00121 - Sturgeons Hall, The Green:
Remove
1no. Fagus Sylvatica in the rear of the garden
 - d. Tree Preservation Order/Tree Conservation Area applications
 - e. Appeals
 - f. Neighbourhood Plan
 - g. Other Planning Matters:
Village Shop
Affordable Housing: Response awaited from BDC to our email dated 3
January. (Email dated 23 October from Anne Bennett confirming
£84,342.62 will be ring-fenced in BDC capital budget. Promised contact by
Julie Abbey-Taylor has been expedited.)
Survey re Possible Use of s106 monies (play/swimming facilities at school):
B/07/00072: £3983.37 to be spent by 30.11.18
B/08/01927: £6518.00 to be spent by 3.5.20 Total: £10501.37
10. Green, Cemetery and Churchyard
 - a. Cemetery
- Interment of Ashes – Allocated Sites: Response awaited from resident
- Review of Cemetery Related Fees
 - b. The Green
- Trees Safety Report
- Grass Cutting

11. Highways & Footpaths
 - Parsons Walk Surface Water/broken finger post reported 9.1.18
 - Pothole between North End Cottage/Pear Tree Farm reported 9.1.18
 - SCC's Community Self Help Survey (circulated 5.2.18)
12. Correspondence
13. Matters of report only
14. Matters for consideration at next meeting:
Review Standing Orders, Financial Regulations, Internal Control & Risk Assessment Documents
15. Date of next Meetings: PC Meeting: 7 March 2018 at 7 p.m. in Hartest Institute
NP/PC Meetings: 21 March and 16 May – 7 p.m. – Institute