

HADLOW PARISH COUNCIL

*I hereby give notice that a Meeting of Hadlow Parish Council will take place on
Monday 12 May 2014 at 7.30pm at Hadlow Old School Hall*

(Members are reminded to make any declarations of interests prior to the appropriate agenda item)

AGENDA: -

1. **Election of Chairman & Declarations of Acceptance of Office**
2. **Apologies for Absence**
3. **Election of Vice Chairman**
4. **Review of delegation arrangements to committees, staff and other local authorities**
5. **Review of the Terms of Reference for Committees**
6. **The appointment of new members of standing committees**
7. **Schedule of dates for 2014-2015 Council and Committee Meetings**
8. **Minutes of the meeting of 14 April 2014 for approval**
9. **Matters Arising From Those Minutes**
10. **Draft Minutes of the Annual Parish Meeting 23 April 2014 for initial comment**
11. **Chairman's Announcements**
12. **Clerk's Report**
13. **TMBC Councillors Report & KCC Councillors Report**
14. **Parish Matters**
15. **Public Time**
16. **Correspondence**
(Members of the public may view correspondence at the discretion of the Clerk or Chairman).
 1. KALC – DEFRA's Civil Society Partnership Network Core Group .Interested parties to apply by Friday 16 May 2014. Information at www.gov.uk/government/groups/defra-civil-society-partnership-network-cspn. Applications to civilsociety@defra.gsi.gov.uk
 2. Local Works on behalf of Sevenoaks Town Council – Proposal: "That the government take the necessary action to allow a percentage of Business Rates to be paid direct to Parish and Town Councils for the benefit of local economic growth ". (Council decision required.)
17. **Policy Reviews in accordance with Standing Orders:**
To approve the following revised/updated policy:
 - **Freedom of Information Act 2000 – Updated April 2014****To propose adoption of SLCC model procedures in respect of:**
 - **Grievance & Disciplinary****To note the following policies & procedures as current and up to date:**
 - **Code of Conduct (adopted Kent Code of Conduct 09/07/2012, minute 2840)**
 - **Standing Orders (adopted 10/12/2012, reviewed 13/5/2013, awaiting new legislation re media before further amending)**
 - **Financial Regulations (adopted 14/04/2014, minute 3155 (iii) to incorporate repeal of s150)**
 - **Health & Safety policy (including Risk Assessment) (adopted 23/10/2013).**

- **Complaints Procedure** (*adopted in 13/05/2013*)
- **Asset Register including land and buildings** (*updated April 2014, insurance broker to complete site visit in May*)
- **Data Protection Act 1998** (*ICO – registered until 25/04/2015*)

18. Planning Applications

- TM/14/01114/FL - Demolition of two College buildings and construction of additional temporary building for the Free School; variation of condition 1 of planning permission TM/13/01715/FL to allow temporary Free School to continue until 30.09.2015; plus variation of conditions 3 and 5 of planning permission TM/07/00482/FL to revise the approved parking layout and landscaping in connection with the animal management unit. Faulkners Farm, Ashes Lane, Hadlow, TN11 9QU
- TM/14/01123/FL - 2 bay car port and store (Oak frame). Lynwood, Maidstone Road, Hadlow, TN11 0HR
- TM/14/00673/FL - Demolition of existing dwelling and erection of three (x3) two-storey terrace dwellings; new vehicle access (including closure of existing access); landscaping and parking (6 cars). 77 Carpenters Lane, Hadlow, TN11 0EL
- TM/05/723/MR88/RVAR - Request for approval of revised restoration and aftercare scheme pursuant to conditions 38 & 46 of planning permission TM/05/723/MR88. Poster Park Quarry, Hadlow Road, Tonbridge, TN9 1PD

(Details available to view at Parish Office or visit <http://publicaccess2.tmbc.gov.uk/online-applications/>)

19. To Receive Reports From Previous Representatives Of The Following Committees And Pass Such Resolutions Thereon As May Be Necessary:

1. Finance & General Purpose Committee

a) Approve the Statement of Internal Control for 2013-14

b) Internal Auditors Report

c) To Approve The Annual Return and Sign

d) To Approve Authorisation of April Payments & Receipts, Bank Reconciliation

e) To approve estimate for the following:

Cleaning the War Memorial at Hadlow Cemetery in the sum of £420 plus VAT

Cleaning and re-enamelling of the 1939-1945 Memorial in the sum of £280 plus VAT

2. Planning & Environment Committee

3. Staffing Committee

4. Other Bodies: KALC (Tonbridge & Malling Area). TMBC Parish Partnership Panel .

TMBC Crime Prevention Panel. Hadlow Village Transport Representative

Hadlow Village Hall. Hadlow Youth Club. Golden Green Village Hall

20. Motion to Exclude the Press and Public (to enable Council to consider any items on the agenda in which significant aspects will be of a confidential and financial nature).

1. Village Hall Lease – Update on the Surrender of existing lease and signing of the new lease

Date of next meeting Monday 9 June 2014 at Old School Hall

Melanie Stepkowski – Parish Clerk

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06/05/2014