

Clerk to the Council: Emma Fulham

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28th April 2020

To: The Councillors of Hartfield Parish Council

You are required to attend the Annual Parish Council Meeting of Hartfield Parish Council to be held on Monday 4th May 2020 at 7.30pm. Due to Covid-19 this will be a virtual meeting

There will be a period of fifteen minutes for questions from members of the public and for reports from County and District Councillors if supplied to be noted.

Members of the public wishing to join the meeting should contact the Clerk for joining information.

**The AGENDA is as follows**:

1. To accept apologies for absence.
2. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.
3. Due to Covid-19 limitations on meeting physically it is proposed that the Chairman and Vice Chairman continue in post until May 2021.
4. It is proposed that the appointment of Committees and Representatives to other Authorised Bodies be similarly carried forward until May 2021.
5. To approve the following Council documents:
6. Council Standing Orders.
7. Council Financial Regulations.
8. Code of Conduct.
9. Council published policies.
10. To Approve Minutes from Parish Council meeting held on 2nd March 2020 and the extra ordinary meeting held on 20th March 2020.

1. Matters Arising.
2. Correspondence.
3. Finance
4. To accept year to date account 2019/20
5. To accept the internal auditor’s report.
6. To accept the 2019/20 governing statements
7. To accept the 2019/20 accounting statements
8. To approve expenditure as itemised on the schedule.
9. To ratify delegated decisions since 20th March 2020 as follows:

**General**

1. Close Playground until further notice.
2. Accept reduced rent from Tenant to made up at a later date should income become an issue.

**Planning**

Application No. WD/2020/0662/F

Location: KENTVIEW , HARTFIELD ROAD, COWDEN, TN8 7DX Description: USE OF HOLIDAY LET AS INDEPENDENT RESIDENTIAL DWELLING

**The Parish Council supports the application subject to neighbours comments.**

Application No. WD/2020/0657/F

Location: POND WOOD, CAT STREET, HARTFIELD, TN7 4DX Description: DEMOLITION OF EXISTING COVERED LEAN-TO PERGOLA AND PAVED PATIO. CONSTRUCTION OF AN ATTACHED SINGLE STOREY ORANGERY. CONVERSION OF FIRST FLOOR BEDROOM TO ENSUITE BATHROOM AND INTERNAL ACCESS STAIR. SECOND FLOOR LOFT CONVERSION WITH DORMER WINDOWS. CONSTRUCTION OF DETACHED GREENHOUSE.

**The Parish Council supports the application subject to neighbours comments.**

Application: WD/2020/0636/F

Location: FOREST RIDGE HOUSE, CHUCK HATCH, HARTFIELD, TN7 4EX Description: INSERTION OF DORMERS INTO EXISTING ROOFS AND ASSOCIATED ALTERATIONS TO DOMESTIC DWELLING HOUSE.

**The Parish Council supports the application subject to neighbours comments.**

WD/2020/0712/F

Location: NORTH CLAYS FARM, BUTCHERFIELD LANE, HARTFIELD, EAST SUSSEX TN7 4LB Description: DEMOLITION OF EXISTING LOG CABIN AND CONSTRUCTION OF REPLACEMENT SINGLE STOREY DWELLING INCLUDING NONHABITABLE BASEMENT AND GARAGE.

**The Parish Council supports the application subject to any neighbours comments.**

Application No. WD/2020/0603/F

Location: WEDGEWOOD, BUTCHERFIELD LANE, HARTFIELD, TN7 4LD Description: RAISE ROOF OF EXISTING BRICK BUILD WORKSHOP FROM 2.90M TO 3.90M AND AMENDMENTS TO FENESTRATION

**The Parish Council supports the application subject to any neighbours comments.**

Application No. WD/2020/0668/LB

Location: CULLINGHURST, HARTFIELD ROAD, COWDEN, TN8 7DZ Description: CONSTRUCTION OF A NEW INTERNAL PARTITION AND DOORWAY TO THE EXISTING FIRST FLOOR FAMILY BATHROOM TO CREATE A PRIVATE EN-SUITE FOR THE GUEST BEDROOM. REMOVAL OF THE EXTERNAL SVP FROM THE CATSLIDE ROOF TO BE RELOCATED INTERNALLY.

**The Parish Council supports the application subject to any neighbours comments.**

1. To agree to continue in response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The Clerk will further consult with the Chairman for guidance as necessary. The delegation does not extend to matters expressly reserved to the Council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first physical meeting of the Council after the Council meeting at which the delegation was put in place.
2. Financial implications of Covid -19 – Town Croft contributions and grants overview.
3. Items for Reporting or Inclusion in Future Agendas.

**Dates of Next Meetings:**

To be confirmed.