

Clerk to the Council: Emma Fulham

Goods Yard House

Edenbridge Road, Hartfield, TN7 4JG

01342 822404

parishclerk@hartfieldonline.com

**Minutes to the Annual Parish Council Meeting held in Goods Yard House at 7:30pm on 6th May 2025.**

Present: Cllrs Smith (JS), Norman (PN), Nathan (RN), Colenutt (MC) , Sanders (JS), Horner (GH - Chair), McNally (MM), Hutcheson (JH) Reed (NR).and Crosby (KC).

Absent: None.

In Attendance: Emma Fulham Clerk to the Council.

Public: There were no members of the public present for the meeting.

**Public Meeting:**

**Reports from District and County Councillors.**

No reports received.

**Public**No members of the public

***Parish Council Meeting commenced at 7:35pm***

**The AGENDA is as follows**:

1. To appoint Chairman 2025/26  
   **Cllr Horner was proposed by Cllr Colenutt seconded by Cllr Norman and unanimously appointed.**
2. Receive Declaration of Acceptance of Office from Chairman.  
   **Duly signed.**
3. Election of Vice Chairman for year 2025/26  
   **Cllr Smith was proposed by Cllr Norman seconded by Cllr Nathan and unanimously appointed**.
4. To accept apologies for absence  
   None
5. Declarations of pecuniary and disclosable interests in respect of matters to be discussed.

The Chair reminded Cllrs to declare when necessary.

1. To Approve Minutes from Parish Council meeting held on 3rd March 2025.

**Unanimously resolved and signed as a true record.**

1. Matters Arising.  
     
   Cllr Reed reported on the cycle race due to take place on Sunday when the High Street is closed which could cause disruption.  
   The Clerk reported the round signs for directions to Pooh Bridge had been delivered and would be installed shortly.   
   The new signs for preventing walking would be delivered and installed shortly.

Cllr Reed reported a new more visible and accessible noticeboard would be installed at Pooh Corner to help matters.   
Cllr Nathan reported that the bench near the Playground needed repair.

Cllr Norman reported the bench at Kewins still was awaiting repair.

1. To consider co-option to the Council.   
     
   **This item was deferred to a future meeting.**
2. Appointment of Committees and Representatives to other Authorised Bodies

**The Council resolved to retain committee membership as per 24/25 with the addition of**

**Cllrs Hutcheson and Crosby agreed to join the Finance Committee.**

**Cllr Sanders would remain as Forest Liaison.**

**Cllr Horner would be the contact for ESALC and Cllr Nathan would remain as WDALC contact.   
Cllr Norman would become the contact for the Fete.**

1. To approve the following Council documents:
2. Council Standing Orders.
3. Council Financial Regulations.
4. Code of Conduct.
5. Council published policies.
6. Power of General Competence

Part 1 of the Localism Act 2011 applies a general power of competence to local authorities in England.

Section 1 (1) of the Act provides that “a local authority has power to do anything that individuals

generally may do”. The power extends to ‘eligible’ parish councils. Under the *Parish Councils (General*

*Power of Competence) (Prescribed Conditions) Order 2012* (SI 2012/965), an ‘eligible’ parish council is

one in which at least two-thirds of the members have been elected (i.e. not co-opted), and in which the

clerk has completed one of a specified range of training courses.

Recommendations:-

(a) To confirm that Hartfield Parish Council has a Clerk with a Certificate in Local Council

Administration including the General Power of Competence and that two thirds of the Council has been elected.

(b). To adopt the Power of General Competence.

**Agenda item 10 was taken as one item and unanimously resolved.**

1. Correspondence.   
     
   The list has been circulated and duly noted.   
   **The request to disconnect the telephone box at Colemans Hatch was duly noted and approved.**

Colin Burnett-Dick’s resignation was noted. **The Clerk was asked to arrange a gift and a card as way of thanks.**   
Parking was still an issue.   
**The Council agreed to add something to the arrows to make it more visible. It was not an agenda item at this meeting and the Clerk was asked to contact the Estate again and report back to the Council at the next meeting.**

1. Finance
2. To receive and approve the internal audit report.  
   **Unanimously accepted.**
3. To approve the AGAR – Accounting Statements.  
   **Unanimously resolved and signed.**
4. To approve the AGAR – Accounts 2024/25  
   **Unanimously resolved and signed.**
5. To approve the bank reconciliation and risk assessment for 2024/25  
   **Unanimously resolved and signed.**
6. To approve regular payment schedule and direct debits for 2025/26

**Regular payments at variable amounts were noted to the following:**

**Business Stream**

**Castle Water**

**BT**

**Southern Electric  
Streetlights**

**Wealden District Council**

**Unanimously resolved**

1. To approve signatories and banking arrangements for 2025/26  
   **Cllrs Smith, Horner and the Clerk were authorised signatories and Cllr McNally agreed to be added.**
2. **Unanimously resolved**
3. To accept the account summary 2025/26  
   **Unanimously resolved**
4. To approve expenditure as itemised on the schedule  
   **Unanimously resolved payments of £11987.71**
5. To ratify Committee Minutes
6. Planning   
   **Unanimously resolved**
7. Items for Reporting or Inclusion in Future Agendas.

**For reporting:**  
Hanging baskets – Bus shelter. The Council agreed minimal expenditure to install this of £50.00  
Cllr Nathan reported on the VE celebration schedule.

Cllr Reed reported on the Southern water inspection on the 22nd May in the High Street.   
Wooden cladding on the pavilion needs repair.  
The weather vane is also damaged.   
Electric charging point update was required.

**For Inclusion:**  
Parking update.

Emergency Plan update.

**Dates of Next Meetings:**

2nd June 2025.

The meeting closed at 8:45pm