Minute Ref HPC 02/22

Hothfield Parish Council

Minutes of the Meeting of the Parish Council held on Wednesday 2 March 2022 at 7.00pm at The Bluebells Children's Centre.

1. **Present**
   Mr I Lloyd (Chair), Mr G Cox, Mr R Vernon, Mrs Sutcliffe, Mr M Pollock
   Mrs M Norris (Clerk) Mrs C Bell (Borough Councillor)
   Mr Cox joined via telephone but was not counted for quorum purposes.

2. **Apologies**
   An apology for absence was received from Mr M Cook, Mrs M Merrion, Mr G Cox. The chairman approved the reasons for absence.

3. **Co-option of Parish Councillor**
   Mr Martin Pollock had applied for the vacant position of Parish Councillor and confirmed that he was qualified to stand on the grounds that he lives within the parish and is on the electoral register.

   Mr Lloyd proposed Mr Pollock for the vacant position of Parish Councillor, seconded by Mr Vernon.

   Mr Pollock completed his Declaration of Acceptance of Office and the Notification of Pecuniary Interest form which will be returned to ABC with a copy retained by the clerk.

4. **Declaration of Pecuniary Interest and Significant Interests**

   Mr Pollock declared an interest in Planning Application No 20/01644/AS as he is a near neighbour. This was recorded in the ledger.

5. **Public Interval**
   Three members of Hothfield Village Hall Committee were in attendance to discuss plans for the Queen's Platinum Jubilee Party to be held at the village hall on Thursday 2nd June from 1.00pm (See Item 10).

   An incident of Anti-social behaviour had recently occurred at the hall and in the car park. This had been previously reported to the police who were in receipt of photographic evidence. Cllr Bell confirmed that, if those involved were found to be council tenants or children of tenants, then this could also be pursed through the Borough Council, Cllr Bell would assist HPC with this further if required. It was agreed that the village hall committee would investigate costs for purchase and installation of a CCTV camera.

6. **Planning**

   Application 22/00132/AS 3-4 The Street, Hothfield TN26 1EJ. Due to not being quorate for this specific application (see Item 4 which excluded Cllr Pollock), the PC were unable to make a decision on this application and requested that the clerk seek a further extension from the Planning Department. Mr Cox had previously proposed a site visit and Mr Lloyd will liaise arrange a convenient date for this. **Resolution: Clerk to seek extension/ site visit to be arranged between Mr Lloyd & Mr Cox.**

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20/01644/AS / Appeal No E2205/W/21/3289129
A final copy of HPC submission had been prepared by Mr Cox and submitted to all councillors for comment prior to submission to the Planning Inspectorate and was submitted by 1st March deadline.

7. Minutes and Matters Arising

7.1 Minutes of HPC Meeting February 2022

Resolved: The Minutes of the meetings of held on 2nd February 2022 were accepted and it was unanimously agreed that Mr Lloyd should sign them.

7.2 Matters for Report

There were no Matters for Report not already covered by the agenda.

8. Borough Councillor's Report

Cllr Bell reported that the Boundary Commission for England have launched the second stage of the consultation on the new boundaries and comments can now be submitted on the proposals. Further details regarding this and the date and location of hearings can be found on the Boundary Commission website. The reason that Hothfield may be interested in this is that we are currently part of the Upper Weald Ward and this would now report into a new parliamentary constituency named Weald of Kent.

Council tax. ABC will be having a full council meeting to agree the budget for next year. The Borough council's element of council tax will increase by 2.9% in band D properties.

Cllr Bell also reported that Brompton Bikes will be relocating its headquarters to Ashford (subject to planning permissions). This is great news for the local economy as it brings with it 4000 jobs.

The parish council had previously considered providing a freighter service for the village residents to dispose of bulky waste. Cllr Bell confirmed that she would provide contact details for the relevant council officer to the clerk

9. Financial report

9.1 Bank Reconciliation as at last Bank Statement (As 11 February 2022)

£1034.66 Business Account
£100.00 Current Account
£57,653.36 Business Reserve Account

9.2 Payments in accordance with the budget

Payments	£
M Norris (salary)	321.98
K Marden (salary)	307.07
SLCC subscription	
	£763.05

Receipts	£
None received in the period	0.00

Councillors unanimously agreed to pay the above accounts and noted the Direct debit payment to EDF for the electricity supplied to the MUGA taken on the 1st of each month.

9.3 Any Other Financial Matters

The PC agreed to refund the clerk for the LCN renewal subscription that is required to be paid via credit/debit card by the 1st April. The clerk will arrange payment and provide a receipt for HPC financial records.

The clerk advised she had emailed the village hall treasurer concerning the grant payment from ABC that HPC were currently holding and Mr Lloyd and Mrs Merrion could now authorise the online payment of £1,500 to the village hall.

10 Queen's Jubilee Celebrations

The chairman confirmed that, following a meeting with the village hall committee, a date for the celebrations had been confirmed as 2nd June Preparations required before the event takes place such as clearing the car park were talked about as this would allow the event to use both indoor and outdoor spaces. Ideas for the event itself including entertainment, food, decoration etc were discussed and the members from the village hall committee agreed to give consideration to the ideas and suggestions that were made at the meeting and come back to the chairman once they had a better idea of the event that they wished to hold. The idea of publishing tickets for the event was welcomed as this would enable the village hall to gain a better idea of numbers attending. Mr Lloyd agreed that tickets could be advertised within the newsletter and possibility through the post office.

Previously the PC had talked about the purchase of Jubilee memorabilia and some examples of which had been sent to the PC chairman. The PC agreed that the purchase of commemorative cups for the children in the village would be a nice idea and the clerk will now send order details to the chairman for 300 cups.

11 Hothfield Works Project-

11.1 Fence on the Green - Examples of readymade signage had been circulated to the pc by the clerk prior to the meeting. The clerk agreed to make further enquiries about the installation of such signs on the green.

11.2 Coach Drive – The clerk will email KCC warden for an update on progress.

11.3 Highways Improvement Plan.

Mr Cox had emailed Kelly Garrett (KCC) requesting a further breakdown in costs to those received as a result of the Highways Improvement Plan. At present we only have the total costs for 4 items. Mr Cox agreed to update the PC when he had received a reply. The clerk will contact the police for information about Community Speed watch and associated costs.

Mr Pollard also suggested the use of high vis scarecrow option. The PC agreed that this was a good idea and could be something low cost but high impact that the pc take forward.

11.4 Muga – Ongoing Clerk to get quotes for work.

12. Solar Way Forward.

CCTV – The clerk has contacted two companies for quotations and will be having a site visit meeting with a representative from CAM-Tech Security next week. The clerk invited Mr Cox to attend and access the village hall and she will report back at the next meeting.

Speed Restrictions – Covered under item 9.3 above.

Connecting East & West Hothfield – rescheduled for discussion at the next meeting**.**

13. **Village Hall -** Mr Lloyd will attend the next scheduled meeting.

14. Anti-Social Behaviour Hothfield Village

Other than the incident previously detailed at the village hall there were no further concerns raised.

15. General Council Business

13.1 Correspondence: All correspondence was circulated as received.
13.2 PCSO's Report The clerk advised that the police are now using "My Community Voice" as a method of communication and HPC have subscribed to this service.
13.3 Data Protection- Nothing to report**.**
13.4 MUGA - Ongoing
13.5 Hothfield Newsletter. Although Mr Grenfell Banks is content to remain in the role as editor at present, the search for a suitable replacement is still required. The clerk will also contact Ashford Volunteer Centre about the role.
13.6 Training Details of the ABC training online event (Planning -14 March 2-4pm) had been distributed to all councillors. Mr Lloyd also highly recommended the Dynamic Councillors training run by KALC that he had recently attended (online) and suggested that all other Hothfield councillors also attend.
13.7 KALC- Neither Mr Cox nor Mr Lloyd can attend the meeting on Thursday 3rd March.

16. Forum for Exchange of Information

Mrs Sutcliffe advised that unallocated funds for the printer would now be transferred back to the PC. Mr Lloyd will take over printing of the newsletter for Hothfield residents and will collect the printer next week.

The clerk sought advice on an email received requesting financial assistance for a school uniform. Mrs Sutcliffe suggested that the enquirer make contact directly with the Hothfield Education Society who would be better placed to consider such a request.

Cllr Bell asked about the date for the Annual Parish Meeting this was confirmed as Wednesday 4 May. Cllr Bell agreed to prepare a report for inclusion.

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17. **Items for next Agenda**

- Village Hall Gates

The chairman requested that any other items for the agenda be sent to the clerk in good time. Prior to issue of the agenda on Wednesday 30 March.

18. Date of next meetings

The next meeting of HPC is arranged for 6 April 2022

The being no other business the chairman closed the meeting at 8:30pm.

Chairman's Signature……

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