

HOTHFIELD PARISH COUNCIL

MINUTES 0121

Minutes of the Ordinary Parish Council Meeting held via Zoom , on Wednesday 7 April 2021 at 7.00 pm

PRESENT: Mr I Lloyd (Chair), Mrs M Merrion, Mrs P Sutcliffe, Mr M Cook,
Mr P Theedom, Mr R Vernon, Mr G Cox

PARISH CLERK: Mrs M Norris

BOROUGH COUNCILLOR: Cllr C Bell

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There was one members of the Public in attendance.

1. APOLOGIES FOR ABSENCE

There were no Apologies for Absence.

**2. DECLARATIONS OF PECUNIARY INTEREST AND SIGNIFICANT INTEREST
Declarations of Pecuniary Interest**

There were no Declarations of Pecuniary Interest.

Declarations of Significant Interest

Mr Vernon and Mr Theedom declared a Significant Interest in matters associated with the planning application number 21/00468/AS 1 Chapel Row.

i) To note the granting of any requests for Dispensations and the decision

There were no requests for Dispensations.

ii) Updating of Declarations of Interest for the Code of Conduct

The Clerk reminded Councillors that they should update their Declarations of Interest with the Monitoring Officer if necessary.

3. PUBLIC INTERVAL

Mrs Butler on behalf of The Friends of St Margaret's Church had contacted the Parish Council for support and assistance with their proposed fundraiser. The plan was that the Friends of St Margaret's host a walking and food festival in Hothfield village. (Date to be confirmed - 11th or 18th September). The idea was a number of guided walks could take place in and around Hothfield and surrounding villages starting or finishing at the church were food produce would be served and sold in a socially distanced environment outside the church. Mrs Butler sought support from the parish council in any areas that they may be

able to assist. It was thought that this could also act as an opportunity to brighten up Hothfield village with a possible litter pick taking place in the weeks beforehand and planting. The parish council were agreeable to the idea and would look to help in anyway that they could.

Cllr Bell suggested that money for bedding plants etc could be funded via the Ward Members Grant and was happy to have a separate discussion about applying for the grant. Cllr Bell also agreed to speak with Cllr Charlie Simkins to identify the process for the PC to put planters/ troughs flowers etc on land owned by KCC as the Parish themselves do not own any land.

Councillors suggested that the friends of St Margaret's may wish to speak with Mrs Flynn who already works alongside a wonderful team of voluntary litter pickers within the village.

Cllr Cox suggested that there may be merit in speaking with Willesborough Mill about the possibility of Hothfield Bread being produced.

Currently the Friends of St Margaret's were looking for volunteers to get involved not only as guides or walkers for the event but with advertising, litter picking, planting etc prior to the day itself. Anyone who could assist or has any ideas on how to make the day as successful as possible was requested to get in touch with the Friends of St Margaret's Church or alternatively email the parish clerk who would pass on any details.

4. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

Minutes of the meeting held on 3 March 2021 were accepted and confirmed as a true record.

Proposed Cllr Merrion **Seconded** Cllr Sutcliffe

5. MATTERS FOR REPORT ARISING FROM PREVIOUS MINUTES

There were no Matters Arising that were not covered on the agenda.

6. PLANNING

Please see attached list.

7. BOROUGH COUNCILLORS REPORT

Cllr Bell reported the following:

The county council election will take place on Thursday 6 May 2021. 81 councillors will be elected from 72 electoral divisions.

Ward members community grant, which could be made available to financially support local community projects, was now available and applications meeting the criteria could be submitted to her.

Ashford Borough Council's recycling service remains the best in Kent, according to the latest national recycling league tables. Ashford's position 48th in the country, 16th in the South East

Cllr Cox asked if there was any further updates on planning application 20/00644 Cllr Bell agreed to seek an update.

8. **FINANCE**

Accounts to be Paid

PAYEE	CHQ NO	DESCRIPTION	NET £	VAT £	GROSS £
Mrs M Norris	1635	Salary & Training	325.55	2.00	327.55
Mr K Marden	1634	Salary	118.60		118.60
HMRC	1636	Tax	36.60		36.60
KALC	1637	Training	50.00	10.00	60.00
Mr I Lloyd	1638	Zoom Invoicing	11.99	2.40	14.39
Mr I Lloyd	1639	Zoom Invoicing	23.98	4.80	28.78

The clerk agreed to cancel previously issued cheque number 001631 with the bank and reissue a new cheque for the revised amount of £28.78 (encompassing cancelled cheque number 001621 & 001631)

Resolution: Councillors unanimously agreed to pay the above accounts

Insurance Renewal

The Clerk advised all councillors that, prior to the Insurance renewal due 31/05/21 which concludes the previous 3 year tie in, other quotes have been sought.

Appointment of Auditor

Councillors agreed to appoint Mr Lionel Robbins as the auditor for Hothfield Parish Council for year-end 2021.

9. **GARAGE COMMERCIALISATION STRATEGY**

Councillors discussed the email from ABC concerning the sale of the garages in Coach Drive. Councillors raised no objection to the sale and the clerk will advise ABC accordingly.

10. **FUTURE MEETINGS**

Councillors agreed that the Annual Parish Meeting and the Annual Meeting of the Council would run concurrently on the 5th May 2021 with an earlier starting time of 6.30pm to accommodate both meetings. The meetings would take place via Zoom and it was hoped that the convenience of the meeting being held online would encourage more members of the public to attend. The Clerk was asked to advertise the meeting online at the earliest opportunity and the Chairman would also advertise the meeting in Hothfield News. Cllr Cox requested that the chairman ensure that the differences between the two meetings was explained in the newsletter.

The clerk updated Councillors on the guidance for face-to-face meetings post 7 May 2021. It was agreed that face to face meetings were required for the June meeting and that the location best suited for social distancing would be the Village Hall. Cllr Theedom agreed to liaise with the village hall committee further.

11. CORRESPONDENCE AND GENERAL COUNCIL BUSINESS

Correspondence

No correspondence received

11.1 Email Correspondence – all forwarded to Councillors

Dated via the website concerning the litter and fly tipping in Common Way.

Cllr Cox had visited Common way and no littering had been found. It was suggested that the resident may have meant Coach Drive. The clerk was asked to seek confirmation. If the fly tipping was in Coach Drive this is on private land and therefore KCC would not arrange disposal of the items. Previously the parish council have cleared the area into a skip at cost to the parish council. Councillors agreed that the matter would be addressed with the landowner to find a solution that could stop the ongoing cycle of the land being cleared by the PC and the landowner, only to then be fly tipped again.

11.2 PCSO Report

Forwarded to all Councillors.

11.3 Data Protection

Nothing to Report.

11.4 Review of Parish Council Website

Nothing to Report.

11.5 MUGA

Cllr Cook questioned the progress of quotes for fencing on the village green following more reports of vehicles driving across the green. An update was provided under the next item heading.

11.6 Methods for ensuring quotes for works

Cllr Cox suggested that local Facebook pages could provide a good source for the Parish Council to advertise for quotes from local tradesman for potential upcoming projects including :-

- a) Fence posts on Green.
- b) Five Bar Gate Eastern Side of Vineyard.

Councillors agreed that this was a good idea and Cllr Cox will put an advert on local Facebook sites..

11.7 Highways Improvement Plan

Following discussion between Cllr Sutcliffe and Kent Highways one suggestion put forward by Kent Highways is that Hothfield undertake a Traffic Survey which will identify problem areas. The survey provided by KCC will cost around £500, which would then identify best areas to place a portable Speeding Indicator Device. Albeit the survey was considered to be the first steps to identifying a practical solution for the speeding issues. Cllrs raised questions regarding the location points of where the survey would be monitoring. Cllr Sutcliffe agreed to make further enquiries from Kent Highways.

11.8 Hothfield Village Hall – Social Event

Subject deferred until next meeting.

11.9 Clerks Report

Although a quote had been received for the repair of the Parish Notice board, specialist locks made this an expensive option The PC agreed to look for a cheaper alternative at this stage however it was considered essential that the notice board was repaired in some way.

12. ITEMS FOR THE NEXT AGENDA

Hothfield Village Hall – Social Event

13. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

Garden competition confirmed for 3 July 2021.

Anti-establishment and anti-vaccination posters have been removed from the parish noticeboard and the post box.

The need for quotations and subsequent installation of a gate below the vineyard was expressed as at present the fencing is being cut regularly which is dangerous for all. It is hoped that item (11.6 above) will aid this.

Waterfall Road – Large pot hole reported.

The two remaining Rowan trees provided by the council for planting on parish land were yet to be planted. Cllr Cox requested permission from the PC to discuss with the landowner the possibility of planting them outside the village hall near to the metal fence. The PC agreed.

There being no other business the meeting closed at 9.13 pm.

Signed Dated

Chairman

HOTHFIELD PARISH COUNCIL

PLANNING APPLICATION RECORD

2021

APRIL 2021

21/00468/AS The Cart Shed, Godington Park, Godington Lane, Hothfield, Kent
Works of conversion to facilitate change of use of curtilage listed.
**Parish Council: Councillors are happy to leave the decision to Little Chart
Parish Council**

21/00467/AS 1 Chapel Row, Chapel Road, Hothfield, Ashford, Kent, TN25 4LP
Proposed Part two storey/part first floor rear extension.
Parish Council: Support