



# HOTHFIELD PARISH COUNCIL

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## Minutes of the Full Parish Council Meeting held on Thursday March 12<sup>th</sup> 2026 at 7.00 pm in the Village Hall

**Present:** Chairman Ian Lloyd, Cllrs Penny Sutcliffe; Martyn Pollock, Simon Jephheart, Cllr Gary Bowker  
**In attendance:** Clerk Mrs Marie Norris

The Chairman opened meeting at 7.00 pm

### **26/03/1 Apologies for Absence**

Cllr Georgie Fletcher, Graham Cox, Rod Williams.

Cllr J Eustace Kent County Councillor, Cllr Clair Bell Ashford Borough Councillor

### **Approval of Absence**

Councillors approved absences.

### **Declarations of Interest**

The Chairman called for Declarations of Interest:-

- a) No declarations of changes to the Register of Interests.
- b) No Requests for Dispensation.
- c) No Declarations of Lobbying

### **26/03/2 Public Interval**

There were two members of the public in attendance to discuss planning application: PA/2026/0250

### **26/03/3 Acceptance of Previous Minutes & Matters for Report**

The minutes of the February meeting were agreed and accepted as a true record and were signed by the chairman.

## 26/03/4 Borough & County Councillors' Report

Cllr Eustace was unable to attend the meeting and had sent apologies.

Cllr Bell was not in attendance at the meeting, but the clerk advised that, following a recent application by Hothfield Village Hall Committee for members grant, they had been successful in securing the funding for loft boarding at the village hall for £700

## 26/03/5 Progress and Update of Resolutions from last meeting

- The clerk confirmed that she had received 2 quotes for work at the Muga. These had been issued to all prior to the meeting.
- A new higher interest rate account with the Natwest had now been opened and the earmarked funds had been transferred
- Cllr Pollock advised that the hedges and trees on the Wall at the Street had now been cut back.

## 26/03/6 Planning

Case Reference: PA/2026/0250

Location: Hothfield Brain Injury Rehabilitation & Neurological Care Centre, Bethersden Road, Hothfield, TN26 1AZ

Proposal: Extensions and external alterations to existing rehabilitation centre, including provision of ancillary buildings, additional car parking, external lighting, landscaping, bin store, cycle parking, plant compound and associated works and use of the site for C2 purposes.

Comments deadline: before 19/03/2026

**Resolution** Hothfield Parish Council, considered the application and it was agreed that the clerk would contact the Planning Officer as not all residents in the vicinity of the proposed works had been consulted. As there were concerns regarding the lighting, drainage, noise from the generator, removal of the trees and damage to the listed wall. It was felt that the deadline be extended to enable other residents the chance to comment. HPC would also like to know if the conservation department were aware of the plan as the wall is listed.

**Action Clerk to write to ABC Planning & Clair Bell**

## 26/03/7 Bank Reconciliation

Balance Per Cash Book		Balance at Bank	
Opening Balance	£55,869.21	PC Reserve Acc	19,517.17
Add Receipts Precept	£7,750.00	PC Reserve Acc (70)	1078.17
Interest NatWest	£ 0.93		
Interest NatWest Reserve Acc	£57.27	PC Current Account	100.00
		PC Youth Acc	1369.86
		Liquidity Acc	40,031.15
		Less Earmarked Funds	43,661.53
<b>Total</b>		<b>Total</b>	

## b) Receipts Received

Natwest Interest - Business Reserve Account £0.79  
Natwest Interest - Business Reserve Account (2) £29.49  
Natwest Interest – Liquid Account £31.15  
Zurich Insurance - £118.00 (Grit bin)

## c) Accounts for Authorisation for March 2026

Payee	Description	£
K Marden	Salary	401.61
M Norris	Salary	541.45
Publicstar	Newsletter Printing	186.16
HMRC	Mth 9	117.13
Mazars	External Audit	252.00
	<b>Total £1498.35</b>	

**Resolution** Councilors agreed the payments listed.

## Earmarked Reserves

Opening Balance 01/04/25			
	Balance	+ /- March	Balance
MUGA Maintenance	9,057.83	0	8937.83
Village Projects	2,021.05	0	2,021.05
Solar Funding	25,117.20	0	31,332.79
Youth Project	1369.86	0	1,369.86
	<b>Total £37,565.94</b>		<b>Total 43,661.53</b>

## 26/03/8 Correspondence brought to the attention of the PC for discussion.

Email 03/03/26 Accessible Bus stops- This has been forwarded to County Cllr Eustace for information  
Email 03/03/26 Pilgrims Hospice Donation/Minutes -The clerk will respond on behalf of the PC

## 26/03/9 Muga

Two companies had quoted for repairs to the Muga lighting. The council agreed to proceed with the quote from RJA Electrical Services. It was decided that all the bulbs should be replaced at the same time. The memorial plaque for Cllr Cook had now been received by the clerk and she will now make arrangements for it to be installed at the Muga. The clerk will also investigate if a maintenance contract is available.  
Action: Clerk

## 26/03/10 Village Hall

Cllr Sutcliffe attended that last meeting and reported:

- Bookings are increasing.
- A calendar of bookings will be available shortly
- The caravan group have rebooked for 2027

- The village hall committee were successful in securing ward member grant funding for the loft boarding. HPC and the village hall committee would like to pass on their thanks to Cllr Clair Bell
- The village hall committee were still awaiting news from ABC re the surveyor's report.

### 26/03/11 Community Projects

- **Video Doorbell**- Once received, the clerk and chairman will arrange to distribute to those who have applied.
- **Defibrillator** – Cllr Pollock has spoken with the village post office who will complete the site installation questionnaire and return to Martyn to send back. Cllr Pollock will draft an agreement between the Parish Council and the village hall and agree the energy usage in order to make a contribution to the electricity and distribute to the PC for comment. The Defibrillator had now been received. The chairman will also share in the Hothfield news. A link to the training should also be included in the newsletter.

**Action: Cllr Pollock/Cllr Lloyd/Clerk**

### 26/03/12 External Meetings

No external meetings had been attended during this period.

### 26/03/13 Village Green Protection

it was agreed that the PC will continue to investigate the options around the idea of seeking village green protection until we get a better idea of costs and responsibilities.

### 26/03/14 Any Other Business

Cllr Sutcliffe advised that a resident in West Street enquiring about litter in the car park area. The clerk will ask Kenny if this is within his litter picking area.

The clerk asked for ideas for the Annual Parish Meeting. It was agreed that we would like to hold a public meeting on a weekend. The clerk will liaise with possible speakers and confirm a date.

Gardening – Cllr Lloyd will continue to trim the triangle of land when needed.

Esso garage litter – Residents complaints re levels of litter from the Gregs outlet. The clerk agreed to write to formally write to Esso.

### Date of the next meeting & Items for agenda.

The next meeting is scheduled for April 9th 2026. No items were raised for the agenda. The chairman thanked all for attending and closed the meeting at 8:20pm.

Signature

Date