

# HOTHFIELD PARISH COUNCIL

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## MINUTES 185

### Minutes of the Ordinary Parish Council Meeting held at The Bluebell Centre, Hothfield, on Wednesday 3 April 2019 at 7.00 pm

**PRESENT:** Mr I Lloyd (Chair), Mrs S Parker, Mrs P Sutcliffe, Mr M Cook,  
Mr P Howard (arrived 7.55 pm) and Mr R Vernon  
Prospective Borough Councillor, Mrs C Bell

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLOR**

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were 16 Members of the Public in attendance.  
Fourteen for all of the meeting.

1. **APOLOGIES FOR ABSENCE**

There were no Apologies for Absence.

2. **APPROVAL OF REASONS FOR APOLOGY FOR ABSENCE**

There were no Apologies for Absence.

3. **DECLARATIONS OF PECUNIARY INTEREST AND SIGNIFICANT INTEREST**

**Declarations of Pecuniary Interest**

Mr Lloyd declared a Pecuniary Interest in Application no 19/00317/AS, as he is a near neighbour.

**Declarations of Significant Interest**

Mr Lloyd declared a Significant Interest in Application no 19/00317/AS, as he is a near Neighbour.

Mr Vernon declared Significant Interest in Application no 19/00317/AS, as he is a near neighbour.

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.

**4. PUBLIC INTERVAL**

The meeting was opened to the Members of the Public present from 7.07 – 7.30 pm during which time a resident wished the retiring Clerk and Councillors well for the future.

A number of residents put forward critical comments regarding Planning Application no 19/00317/AS. Please see comments submitted to ABC on the Planning Application List at the end of this document.

**5. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING**

Minutes 184 of the meeting held on 6 March 2019 were accepted and it was unanimously agreed that Mr Lloyd should sign them.

**Proposed Mrs Sutcliffe    Seconded Mrs Parker**

**6. MATTERS FOR REPORT ARISING FROM PREVIOUS MINUTES**

The Clerk reported that KHS does not refill privately owned salt bins. Councillors will wait until nearer the winter to fill the bin at the junction of Church Lane and Bethersden Road.

**7. A20 OVERNIGHT LORRY PARKING RESTRICTIONS SCHEME**

The end of 18-month trial period is approaching and the Pilot was considered to have been very successful. Discussions are now taking place with the Department for Transport with a view to gaining consent to make the order permanent. Once the Traffic Regulation Order has been approved there will have to be a 3-week consultation period and if anyone objects there may have to be an Extraordinary Meeting of the JTB.

The cost of the Pilot Scheme to be confirmed.

**8. BOROUGH COUNCILLORS REPORT**

Mr Krause was not in attendance at the meeting and had not sent a report.

**9. FINANCE****Earmarked Funds**

	<b>Balance 06.03.19</b>	<b>+/- April</b>	<b>Balance 03.04.19</b>
<b>MUGA EDF April</b>	1828.54	5.00	1823.54
<b>Litter Picker Salary and Other Costs April Salary on Account</b>	2782.58	100.00	2682.58
<b>Bus Shelter</b>	551.60		551.60
<b>Garden Competition</b>	390.02		390.02
<b>Village Project</b>	705.64		705.64
<b>Village Fete</b>	1793.31		1793.31
<b>Hall Rent for Squad 26</b>	NIL		NIL
<b>TOTAL</b>	<b>8051.69</b>	<b>105.00</b>	<b>7946.69</b>

**Hothfield Parish Council - Bank Reconciliation as at last Bank Statement**

<b>Balance per Cash Book</b>	<b>Balance at Bank</b>		
Opening Balance	29068.91	PC Reserve A/C	33705.80
Add Receipts in Year	<u>19410.64</u>	Plus, u/c Receipts	<u>0.00</u>
	<b>48479.55</b>		<b>33705.80</b>
Less Payments in Year	<u>15719.68</u>	Less u/c Cheques	<u>1045.93</u>
	<b>32759.87</b>		<b>32659.87</b>
Less Earmarked Funds	<u>7946.69</u>	PC Current A/C	<u>100.00</u>
	<b>24813.18</b>		<b>32759.87</b>
		Less Earmarked Funds	<u>7946.69</u>
			<b>24813.18</b>

**Hothfield Youth Account - Bank Reconciliation – as at last Bank Statement**

Opening Balance	4031.50	Business Current a/c	1369.86
Add Receipts in Year	<u>1.10</u>	Plus, u/c Receipts	<u>0.00</u>
	<b>4032.60</b>		<b>1369.86</b>
Less Payments in Year	<u>1630.86</u>	Less u/c Cheques	<u>0.00</u>
	<b>2401.74</b>		<b>1369.86</b>
		Direct Reserve a/c	<u>1031.88</u>
			<b>2401.74</b>

**Accounts to be Paid**

<b>PAYEE</b>	<b>CHQ NO</b>	<b>DESCRIPTION</b>	<b>NET £</b>	<b>VAT £</b>	<b>GROSS £</b>
Parish Clerk	527	Salary on Account April	200.00		200.00
Litter Picker	528	Salary on Account April	100.00		100.00
Clive Stanley	529	Webmaster Services	126.00		
		Email Top-up – 5GB	35.00	7.00	168.00
Hedley Grenfell Banks	530	Cost of Newsletter	1500.00		1500.00
KALC	531	Subscription	249.66	49.93	299.59

**Resolution:** Councillors unanimously agreed to pay the above accounts and noted the Direct Debit Payment to EDF for electricity for the MUGA, taken on 1<sup>st</sup> of each month for £5.00.

Proposed Mr Lloyd Seconded Mrs Parker

**Renewal of Insurance Premium**

**Resolution:** Councillors unanimously agreed with details of the Policy as it stands.

**Purchase of Alarm for Village Hall**

Nothing to report.

**10. CORRESPONDENCE AND GENERAL COUNCIL BUSINESS****Correspondence**

Fly the Red Ensign

**Email Correspondence – all forwarded to Councillors**

Monthly report for Downs West ward  
(which covers – Hothfield, Westwell, Challock)

Hello,

Firstly I would like to introduce myself. My name is Aaron Newell and I am one of the Police Community Support Officers (PCSO) at Ashford Police station. I cover the areas of Chilham (including Old Wives Lees and Shottenden), Molash, Crundale, Godmersham, Charing, Hothfield, Westwell, Challock, and Wye.

I will be sending out monthly updates with a general overview of what has been happening in the area and what I have been involved in that month.

If you do not wish to continue receiving this email please let me know.

As you can see from the above I cover 11 areas, which incorporate 9 parish councils.

Some of the things I may deal with as a PCSO are –

- Burglaries - victims are visited to offer reassurance and security advice,
- Road traffic collisions - PCSOs are called upon to manage traffic flow,
- Neighbour disputes,
- Anti-social behaviour,
- Low key drug issues,
- Vehicles obstructing the highway or pavements,
- Nuisance vehicles,
- Nuisance youths,
- Supporting our fellow officers and colleagues,

The role of a PCSO is to provide a visible police presence in the community, help tackle crime and anti-social behaviour, and help protect communities, especially those who may be vulnerable.

To help with this I regularly attend schools on my wards to speak to the children about what my job involves and to let them know that the Police are always here to help. This helps to break down some of the barriers which some children may have. I also spend time monitoring the parking outside of the schools which is always a regular problem.

I have been continuing to show a presence in all areas, both on foot and in a police vehicle, engaging with members of the community, and visiting hotspot areas.

Due to the strong winds this month I have also been out assisting with numerous fallen trees.

I have also recently attended a course on suicide prevention.

Being community based I am here to attempt to help deal with issues that affect communities. If an issue arises that I am unable to deal with or that is not a police matter I also liaise with other agencies, such as Ashford Borough Council, Kent County Council,

Parish Council, RSPCA, etc. I also work closely with the Kent Police Rural Task Force who deal with rural crime.

Crime and anti-social behaviour (ASB) remain very low.

Crime statistics can be found at: [www.police.uk](http://www.police.uk)

There were no reports of ASB. There were 2 reports of burglary, 1 in Hothfield and 1 in Westwell.

Most thefts occur when a thief comes across an opportunity. Here are some simple steps you can take to significantly reduce the risk of thieves targeting your home or your belongings.

At home

- Lock all windows and doors before you go out or go to bed, making sure you know where your keys are in case of an emergency.
- Fit security measures such as intruder alarms, door chains and locks.
- Avoid labelling house keys in case you lose them and they fall into the wrong hands.
- Don't leave keys (including car keys) or valuables on display near doors or windows.
- Make sure fences, hedges and gates are in good condition.
- Consider installing external security lights, but make sure they do not affect your neighbours.
- Avoid leaving side gates open and put away ladders, tools or garden equipment that could be stolen or used to break into your home.
- Keep garages and sheds locked and alarmed where possible.
- Store bins carefully so they cannot be used as climbing aids.
- Never hide spare house keys outside or in a shed.
- Dispose of packaging carefully - empty boxes left outside your home could advertise your valuables to thieves.

If you go away

- Use timer switches on lights and radios to give the impression that someone is home.
- Cancel regular deliveries, such as milk and newspapers.
- Make sure garden furniture is stored away and lock sheds and gates.
- Ask a relative or trusted neighbour to pop in and move any post from inside your door
- Arrange for the curtains to be opened and closed while you are away.
- Offer your neighbours the use of your driveway.

Other news

As you may have seen on Meridian News a few weeks ago we have recently run Op Jump which is to educate children in schools and youths on knife crime. Throughout this operation we have educated 8000 students and it was proven very successful. This also

included the Volunteer Police Cadets getting involved and reiterating the legislation on the sales of knives to shops in the town centre.

#### Neighbourhood Watch

Neighbourhood Watch schemes are groups of volunteers who work in partnership with the police and the local council. They distribute advice on security and safety within a designated area and help to make sure that elderly or vulnerable members of the community aren't targets for criminals. If you are interested in finding out about Neighbourhood Watch, or if there is a scheme operating near to you then please visit [www.kent.police.uk/neighbourhoodwatch](http://www.kent.police.uk/neighbourhoodwatch)

I would like to remind all residents to stay vigilant and report anything suspicious online or via the Kent Police non-emergency number 101 or if you do witness a crime in progress then please do call 999.

#### Data Protection

Councillors who are not standing for election should securely dispose of their minutes.

#### Review of Parish Council Website

There has been a delay with the migration of our website due to the Web Content Accessibility Guidelines. Mr Stanley contacted Cantium Business Solutions who replied to say that they had not heard from KCC but will chase them again.

Mr Stanley suggested it would be helpful if the Parish Council were to engage with the KCC Member and press him to speed up EIS and get them to agree to include Hothfield.

#### NALC Legal Briefing re Website

Nothing to report.

#### Risk Assessment

Mrs Parker will undertake a Risk Assessment.

#### Community Payback Scheme

Nothing to report.

#### Anti-social Behaviour on Recreation Ground

Nothing to report.

#### Speed Signs

Mrs Sutcliffe felt we should not lose sight of the fact that we need speed signs in the Village. It was suggested that we contact Mr Simkins and ask whether he can offer any financial help towards the cost. This item will be included on the next agenda.

The Clerk will contact KHS and ask for an update on the situation regarding the decrease in the speed limit on the A20.

**Report from KALC Meeting**

Mr Lloyd was unable to attend the meeting but the minutes will be circulated to all Councillors.

**Container on MUGA**

This has yet to be ordered and will be delivered to Mr Howard’s barn. Councillors will help to move it to the MUGA when it arrives.

**2019 Election**

The Nomination Forms have been submitted to ABC.

**Vacancy for Parish Clerk – Online Job Vacancy**

Applications must be in by 12 April.

Councillors Parker, Sutcliffe and Vernon will prepare a shortlist and interview the candidates.

**11. PLANNING**

Please see attached list.

**12. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS**

Mr Vernon will attend the Joint Parishes Traffic Committee Meeting on 17 April on behalf of the Parish Council.

Councillors will consider purchasing a Parish Map. Mr Lloyd will investigate further.

The Clerk will write to Southern Water and ask that the Parish Council be consulted before they proceed with a decision on their final plans.

The Clerk will write to Mr Sandford and wish him well in his retirement from Godinton House.

There being no other business the meeting closed at 9.08 pm.

Signed ..... Dated .....  
Chairman

# HOTHFIELD PARISH COUNCIL PLANNING APPLICATION RECORD 2019

## APRIL 2019

- 19/00311/AS 2 Common Way, Hothfield, Ashford, Kent TN26 1EF  
Proposed attached dwelling with vehicle access  
**Parish Council: No Comment**
- 19/00317/AS Land between Ram Lane and Pinetrees, Chapel Road, Hothfield  
Residential development comprising 8 dwellings together with all associated infrastructure  
**Parish Council: OBJECTS 4: 2 abstentions on the following grounds:**  
**Access – Ram Lane is a single-track lane and is too narrow to support this development.**  
**There are concerns that emergency vehicles will have trouble accessing access some properties as there are no passing places.**  
**The Inspector has turned down large developments in the same area which were removed from the Local Plan.**  
**The development represents a significant threat to wildlife including bats and could impact on the wildlife on Hothfield Heathland.**  
**There has been an increase in accidents since the newer houses were built.**  
**Drainage is a significant concern.**  
**The development would potentially have an impact on the foundation of the existing Victorian properties in Chapel Row.**  
**The road surface is substandard.**  
**There are no local amenities.**  
**HOU3 states that the development should be safe for pedestrian and cyclists.**  
**The only way children can access school buses is to cross the very fast A20.**  
**If the Planning Officer is minded to approve the application we request that it be elevated to the Planning Committee.**
- 19/00325/AS Clearbrook, The Street, Hothfield, Ashford, Kent, TN26 1EJ  
Solar panels to the front elevation, mounted just below the ridge and on top of the flat roof section of the existing dormer roof and rooflight to the rear elevation  
**Parish Council: Support, provided the officer takes into account the fact that the neighbouring house is a listed property**
- 19/00365/AS Oakover Nurseries Cowlees, Maidstone Road, Hothfield, Ashford, Kent, TN27 0EG  
Construction of new glasshouse/polytunnel measuring 66.2m x 32.7m  
**Parish Council: We support the application but would like the officer to double check that the application is in Hothfield.**

### Decision Notices received from ABC

- 13/00174/AS 37 Coach Drive, Hothfield, Ashford, Kent TN26 1EE  
Single storey side and rear extension  
**Borough Council: Permit**