

# HOTHFIELD PARISH COUNCIL

Page 869

## MINUTES 184

### Minutes of the Ordinary Parish Council Meeting held at The Bluebell Centre, Hothfield, on Wednesday 6 March 2019 at 7.00 pm

**PRESENT:** Mr P Fothergill (Chair), Mrs S Parker, Mrs P Sutcliffe, Mr M Cook,  
Mr P Howard and Mr R Vernon

**PARISH CLERK:** Mrs J Batt

**BOROUGH COUNCILLOR**

**COUNTY COUNCILLOR:**

**MEMBERS OF THE PUBLIC:** There were no Members of the Public in attendance.

**1. APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Mr I Lloyd due to illness.

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

**Resolution: Councillors unanimously approved the Reason for Absence submitted by Mr Lloyd.**

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

**Declarations of Pecuniary Interest**

There were no Declarations of Pecuniary Interest.

**Declarations of Significant Interest**

There were no Declarations of Significant Interest

Mrs Parker, Mr Fothergill and Mr Howard all declared an interest in matters associated with the Village Hall.

Letters have previously been received declaring this interest from Mrs Parker and Mr Fothergill.

**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**

There were no Members of the Public in attendance.

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

Minutes 183 of the meeting held on 6 February 2019 were accepted and it was unanimously agreed that Mr Fothergill should sign them.

**Proposed Mrs Sutcliffe      Seconded Mrs Parker**

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

The District Manager for Kent Highways reported that KHS would not be able to refill the bin at the junction of Church Lane and Bethersden Road as it does not belong to KCC. It was purchased by our KCC Councillor on behalf of Hothfield Parish Council some years ago. However, residents are free to use salt from the 1 tonne bag that was delivered to the Village Hall earlier in the season. The Clerk will ask KHS how much they will charge to fill the bin for us.

ABC is going to replace the damaged Teddy Bear Tidy Bin at the Play Area.

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

Nothing to report.

**8. BOROUGH COUNCILLORS REPORT**

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

**9. FINANCE****Request from Hothfield Village Hall Committee for Financial Assistance towards the cost of installing CCTV**

Mr Fothergill had obtained two quotes for installing CCTV at the Village Hall. and

**Company A**

CCTV £899 + VAT

Monitored Alarm £589 + VAT

16 Key Fobs

Plus £30 per month for monitoring after the initial 6 month period

Total £1488 + VAT

**Company B**

No quote presented to the meeting, but the price was in the region of £3000.

**Resolution: Councillors agreed to purchase the alarm at a cost of £589.00 + VAT from Company A for the Village Hall, to be paid for from the money earmarked for Village Projects.**

**Proposed Mr Vernon      Seconded Mrs Sutcliffe**

**Earmarked Funds**

	<b>Balance 06.02.19</b>	<b>+/- March</b>	<b>Balance 06.03.19</b>
<b>MUGA</b>	1858.54		
<b>EDF Amendment February</b>		25.00	
<b>EDF March</b>		5.00	1828.54
<b>Litter Picker Salary and Other Costs</b>	2886.57		
<b>Litter Picker's Salary March</b>		100.79	
<b>Litter Picker Tax</b>		3.20	2782.58
<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>8185.68</b>	<b>133.99</b>	<b>8051.69</b>

**Hothfield Parish Council - Bank Reconciliation as at last Bank Statement****Balance per Cash Book****Balance at Bank**

Opening Balance	29068.91	PC Reserve A/C	33705.80
Add Receipts in Year	19399.54	Plus, u/c Receipts	0.00
	<b>48468.42</b>		<b>34805.47</b>
Less Payments in Year	14340.95	Less u/c Cheques	778.00
	<b>34127.47</b>		<b>34027.47</b>
Less Earmarked Funds	8185.68	PC Current A/C	100.00
	<b>25941.79</b>		<b>34127.47</b>
		Less Earmarked Funds	8185.68
			<b>25941.79</b>

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

Opening Balance	4031.50	Business Current a/c	1429.86
Add Receipts in Year	0.77	Plus, u/c Receipts	0.00
	<b>4032.27</b>		<b>1429.86</b>
Less Payments in Year	1630.86	Less u/c Cheques	60.00
	<b>2401.41</b>		<b>1369.86</b>
		Direct Reserve a/c	1031.55
			<b>2401.41</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	522	Salary March General Admin Expenses	219.06 35.64 12.06		268.14
Litter Picker		Salary March	100.79		100.79
St Margaret's PCC	524	Replacement cheque	500.00		500.00

**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 Fothergill    Seconded Mrs Parker**

**Insurance**

Nothing to report.

**10. CORRESPONDENCE AND GENERAL COUNCIL BUSINESS**

**Correspondence**

Clerk and Councils Direct

EDF

St Edmunds School

**Email Correspondence – all forwarded to Councillors**

Southern Water provided the following update regarding the collapsed sewer in the form of the update to be sent to households in Hothfield within the next week:

We're writing to provide you with an update on our repair to the collapsed sewer. As we told you in January, we are currently looking at the options to provide the village with a long-term solution.

**How will this impact me?**

You may notice some increased activity in the next couple of weeks as our project team and contractors will be on-site to look at options in more detail. We'll organise a public consultation event to provide more detailed information, once we have fully developed the solution.

The over-pumping will have to remain in-place until we have finalised a solution.

We would like to apologise for any inconvenience and disruption that has been caused and we thank you for your understanding and support whilst we make these improvements.

The Clerk will write to thank Southern Water for this response and inform them that Councillors are still concerned that the pump is not being monitored and the Village Hall has been now flooded with raw sewage 4 times, with the last time being 6 March. At the time the hall was being used by the Parents and Toddler Group. At the same time the ladies toilets backup and cannot be used. Councillors are concerned for the health of users and a possible loss of business.

**Data Protection**

The Clerk requested Privacy Notices from the Volunteer Litter Pickers and to date has received one.

**Review of Parish Council Website**

Work on the migration of the website is underway.

**NALC Legal Briefing re Website**

The accessibility of the website will be confirmed once the migration is complete.

**Risk Assessment**

Nothing to report.

**Community Payback Scheme**

The group is on its Winter break.

**Dangerous Junction at Chapel Row**

The results of the recent traffic survey carried out by KHS showed an average recorded speed of traffic during the survey period as in the region of 50mph. As a result, our Highway Steward reported that he has some confidence in promoting a speed limit reduction on the A20 through Hothfield to 50mph. He is writing to Kent Police to seek their views on the proposal.

**Anti-social Behaviour at Recreation Ground**

A lot of broken glass has been seen on the Recreation Ground.

**Report from KALC Meeting**

Nothing to report

**Bonfires around Village**

All traces of the bonfire have been cleared up and the road jet washed.

**Container on MUGA**

It was agreed not to store the net in a private shed. After discussion, the following was agreed upon.

**Resolution: Councillors unanimously agreed to purchase a metal box in which to store the tennis net at a cost of £140 + VAT. Mrs Sutcliffe will ask the staff at the Bluebell Centre whether they would accept delivery. If they say no it will be delivered to Mr Cook's house. Mrs Sutcliffe will order the net on behalf of the Parish Council.**

**Proposed Mr Fothergill    Seconded Mrs Parker**

**2019 Election**

The Clerk handed out Nomination Packs and took those completed by Councillors to deliver to the Civic Centre.

**Vacancy for Parish Clerk**

Following the resignation of the Clerk, it was agreed to advertise the position in the following:

KALC Newsletter

Kentish Express Roundabout

Hothfield Newsletter

On the Parish Council Website

Applicants should apply to Mr Lloyd.

11. **PLANNING**

Please see attached list.

Councillors have been notified of the following:

Tree Preservation Order No.4 2019 relating to T1 Poplar and T2 Poplar situated at Land at Hothfield Manor, opposite 4 Alder Cottage, Bethersden Road, Hothfield, Ashford TN26 1EL.

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

Pothole outside of Meadow View  
School road opposite Common Way  
Surface needs repairing opposite 32 School Road

Speed signs will be included on the next agenda

There being no other business the meeting closed at 9.25 pm.

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

# HOTHFIELD PARISH COUNCIL

## PLANNING APPLICATION RECORD

### 2019

#### MARCH 2019

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

#### Decision Notices received from ABC

18/01354/AS 4 Alder Cottage, Bethersden Road, Hothfield, Ashford, Kent, TN26 1EN  
Proposed two storey side extension; proposed single storey rear extension;  
replacement porch; proposed detached garage, vehicular access off the highway  
**Borough Council: Permit**

18/01618/AS Tup House, 3 Watermill Court, Ram Lane, Hothfield, Ashford, TN25 4LS  
Proposed single-storey rear extension complete with roof lanterns. Proposed front  
elevation main entrance canopy and new pitched roof to existing bay window  
**Borough Council: Permit**

18/01646/AS **2 Home Farm Cottages, Coach Drive, Hothfield, Ashford, Kent, TN26 1DZ**  
Replacement single storey side/rear extension  
**Borough Council: Permit**