

Minute Ref HPC08/22

HOTHFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held

on the 12th October 2022 at 7.00pm in Bluebells Centre Hothfield

1.Note of Persons Present: Cllr Merrion (Vice Chairman), Cllr Sutcliffe, Cllr Pollock, Cllr Cook, Cllr Cox, Mrs M Norris, Clerk to the Council.

There were 2 members of the public in attendance.

2.Apologies for absence

Apologies were received from Cllr Lloyd, and ABC Cllr Bell. Cllr Merrion chaired the meeting as Vice Chairman.

3.Declarations of Cllrs Interest in items on the Agenda

There were no declarations of Cllrs interest in items on the agenda.

4. Public discussion and Parishioners questions.

Mr Coles attended the PC meeting as a representative from the village hall. Whilst updating the PC on village hall matters it came to light that there was currently a locked chain on the fire exit door. It was felt that this could not continue and the PC highlighted the need for urgent further investigation. Whilst the investigations were ongoing, the PC informed Mr Coles that the fire door must not be locked shut whilst persons are on the premises. An action was taken that the PC would identify if the doors could be mended or would need replacing

Action Cllr Merrion

An option to replenish the winter grit/salt for the parish had been received from Kent Highways. The delivery of the salt can only be made to the village hall and in discussion it was agreed by members that a purchase of a salt bin was required to sit outside the village hall and its contents made available to all.

Action The clerk agreed to arrange for the purchase.

Cllr Pollock brought to the attention of the PC outline details of a planning application that he will be looking to submit to ABC in the near future for a proposed agricultural store. The PC thanked Cllr Pollock for including the PC in advance of the application.

5. Last Meeting & Matters arising.

The minutes of the meeting held on the 21st September were approved and signed by the Vice Chairman. An amendment was made to para 5 to include the wording "from the applicant" at the end of the paragraph.

The minutes were then signed by the Vice Chairman.

Proposed: Cllr Sutcliffe

Seconded: Cllr Pollock

6. Planning & Enforcement

There had been no planning applications received in this period.

The clerk advised that the concerns surrounding the new planning portal were being addressed by ABC and that a training course for clerks and planning leads is being facilitated. Cllr Cox will be attending the training course (date) and agreed to provide feedback at the next meeting.

Action: Cllr Cox

7. Borough Councillors Report

Cllr Bell had sent her apologies as she was unable to attend the meeting due to a Planning Committee Meeting for ABC taking place. No formal report was provided although Cllr Bell had provided the update on the new online planning portal and training opportunities.

8. Financial Reports

The bank reconciliation as of was £ 62,451.27 of 13th September 2022.

The following accounts were approved for payment

01717	M Norris	£334.14
01718	K Marden	304.79
01719	Village Hall (Hire)	37.50
Total		676.43

A monthly payment via direct debit of £10.00 to EDF was noted.

Cllr Cox wished to propose that at the next scheduled meeting, the PC formally decide on the maturity requirements of the money that we hold. Cllr Merrion agreed to identify within the financial regulations any rules regarding this. At present, monies held by the PC are held in an interest bearing account, although she agreed that there may be an alternative investment account that would still allow immediate access. The members agreed that this would become an agenda item for next month's meeting. **Action: Cllr Merrion/Clerk**

Cllr Merrion advised that the finance committee need to meet prior to Novembers' meeting in order to set the budget for FY23/24 and discuss the precept requirements. Cllr Merrion agreed to liaise with those involved to set a date. Cllr Cox suggested that 3% be noted as a

possible interest rate. Cllr Merrion agreed that this line of discussion would be taken forward.

Action: Cllr Merrion

9. Follow up from Residents Meeting

Cllr Sutcliffe provided an update from the residents meeting (Oct) There was a small number of residents in attendance. The Chairman discussed each of the main options for solar money and residents were asked to score them in order of priority 1 to 5 (5 being the most pressing)

Speed Restrictions through the village -5

Path to Connect East to West Hothfield - 1

Flower planters to the village – 3

CCTV through the village – 5

New suggestions also put forward included a wind turbine and solar panels on the village hall.

The chairman also reminded residents that the PC was made up of a very small number of volunteers and although we would like to do more pushing these suggestions forward, we would need help from local people.

Cllr Pollock suggested that due to the numbers of attendees that the low scoring of a particular item may not be a true reflection. PC members were very aware of this and it was felt that the Chairmans summary for inclusion in the Hothfield News should once again make it known that any residents who were unable to attend on the day or did not wish to express a view in open forum would be very welcome to email the parish clerk with their comments or opinions. The PC felt that the message that lower scoring items were not being dismissed from the solar fund more so that the priorities of higher scoring items would be dealt with first should be clear.

On the item of the path connecting East and West Hothfield. Cllr Cox requested, on behalf of the Kent Wildlife trust, that the PC produce a leaflet showing the existing route from the bus shelter around the new circular path to the car park where you can then cross over using the island and continue on the pavement. Members suggested that rather than produce a leaflet that we use the newsletter to promote the path. An action was taken that the PC contact Kent Wildlife trust and ask if we can reproduce the map that they have used previously.

Action Clerk

Cllr Sutcliffe advised that the residents meeting also highlighted future events including the Police roadshow, Christmas House competition with Carols (16 December) and that Mr & Mrs Pollock have kindly agreed to arrange a Flower and Craft show (date to be confirmed possibly July 2023), and finally the possibility of an event to celebrate HM King Charles coronation which will take place on 6 May 2023.

Concerning speed restrictions through the village, there was a suggestion put forward from the residents meeting, that chicanes be placed further down The Street be considered. The Chairman suggested that this be raised as an agenda item for further discussion at the next PC meeting alongside raising an enquiry with Kent Highways to understand its feasibility.

Action: Clerk

Flower Planters within the village – Following discussion at the residents meeting, this item took a change in direction and it was felt that a better use of resources would be to tidy up the triangle area of land between The Street and Park Drive. Ms Barton kindly volunteered to lead on this matter. The PC suggested that she be invited along to the next meeting to discuss further. **Action: Clerk**

CCTV – Residents agreed that moving forward with a site survey for CCTV survey would be beneficial. The clerk already has details about this survey and will look to make progress on this subject with Capita.

Action Clerk

At the residents meeting Mr Lloyd (Chairman) had outlined possible upcoming events in the village including:-

Flower & Craft Show – Cllr Pollock will discuss ideas further at November meeting

King Charles Coronation – Date for Village event and type of event to be discussed at November meeting. A provisional booking of the village hall was made for the Monday 1st and Monday 8th May 2023, and the afternoon of the 6th May 2023.

Christmas Competition- The PC will contact the Bluebell's Children's Centre to request use of the centre on the evening and KCC Estates department.

Action: Clerk

10. General Council Business

The Chairman welcomed Mr Simon Brock who attended this evening's meeting and will be officially co-opted to Hothfield Parish Council at the November Meeting. Mr Brock kindly gave a brief biography of himself to the members. Mr Brock has been a resident of Hothfield since 2008 and is active in the local community as a member of the Hothfield Education Society.

Correspondence received

- Kent Highways email 01/06 re design fee

The Design fee quote for the Greensand Way. The chairman confirmed that the PC should reply requesting a price for the design fee quote.

Action: Clerk

- Ashford Access Group– Hothfield Common Speed Limit Reduction.

The Chairman suggested that we invite Susan Mansfield along to the residents meeting and/or the next PC meeting to discuss further.

- Grass Cutting outside the Bluebells Childrens' Centre

The clerk will contact Aspire at the Borough Council to understand why some areas of the green are being cut back and others are being left to grow as we have received a number of enquiries about this. **Action Clerk.**

10.2 Village Hall- Item covered in the public discussion.

10.3 PCSO /KCC Warden – No items had been brought to the attention of the PC.

10.4 MUGA – The clerk confirmed that the company that had been to the MUGA to quote on the job had decided not to quote citing that the job was too big for them to undertake. The clerk will continue to look for a tradesperson to quote for the works.

10.5 Hothfield Newsletter – The Clerk advised that she had been approached by Georgia at The Granary Spa who would like to write an article for Hothfield News. The PC welcomed contributors and were grateful for her interest.

11. Forum for Exchange of Information between Councillors

Letter to Southern Water – The steward of Highways and the drainage manager from KCC have undertaken a chlorine test and confirmed that the leak on the Highway outside no 11 is from a main owned by Southern Water. Southern Water, at this point, have refused to investigate the leak on the Highway although they have been given evidence by KCC regarding the chlorine. The Parish Council agreed to write to Southern Water about this matter. **Action Clerk**

Further to the draft letter from Cllr Cox to Kent Highways concerning the road closures and their subsequent signage, the chairman had amendments to the draft that she felt needed to be included. Cllr Cox agreed he was happy for the draft to be altered and both councillors would discuss further outside the meeting before the final letter is issued.

12. Items for The Next Agenda

Co-option of Mr Brock

Flower & Craft Show

King's Coronation (Date/Type of Event)

There being no other items the Chairman closed the meeting at 21:10 hours.

13. Date of the Next Meeting

The next meeting will take place on Wednesday November 9th 2022 at 7.00pm.