



## Agenda

There will be a meeting of Hothfield Parish Council on Thursday 14th November 2024 at 7.00pm at Hothfield Village Hall. You are summoned to attend.

8 November 2024

Item no.	Matter
1	Note of Persons Present
2	Apologies- To receive and accept apologies for absence
3.	Co-Option to the vacancy for Hothfield Parish Council <ul style="list-style-type: none"> <li>• To complete and sign the Declaration of Office</li> <li>• To complete the DPI form</li> </ul>
4	Declarations of Interest -Interest in items on the agenda -changes to register of pecuniary interest
5	Approval of Previous Minutes <ul style="list-style-type: none"> <li>• To approve and sign the minutes of October 2024</li> </ul>
6	Public Session
7	Borough Councillors Report
	<u>Decision Items</u>
8	Items for Planning (Including any items received after issue of the agenda at the Chairmans' discretion)
9	Financial Report 8.1 To note the balance at the bank 8.2 Receipts received since the last meeting 8.3 Authorisation of Payments 8.4 To note the NALC pay award for the clerk 24/25 8.5 To note the changes to employers NI contributions from Apr 2025 8.6 To arrange a date for the Finance Working Group to set the 25/26 budget
10	CCTV <ul style="list-style-type: none"> <li>• to consider a revised quotation</li> <li>• to discuss and agree where cameras would be sited under new quotation</li> <li>• to discuss how to engage residents regarding CCTV proposal</li> </ul>
11	HIP <ul style="list-style-type: none"> <li>• Update on works currently in progress.</li> </ul>
12	Muga <ul style="list-style-type: none"> <li>• Ensure all Councillors have received &amp; read the Play Inspection Report</li> <li>• To consider any items identified as a result of the report in terms of the risk assessment and also for future financial planning purposes.</li> </ul>
13	Coronation Orchard <ul style="list-style-type: none"> <li>• Update regard the progress on securing a group of volunteers to dig in the trees and maintain the trees going forward.</li> <li>• Confirmation on numbers of trees and timescale of delivery and planting if available</li> <li>• Any other matters surrounding the planting of the trees</li> </ul>
14	Noticeboard <ul style="list-style-type: none"> <li>• To discuss and authorise the clerk to make arrangements to have the noticeboard repaired/replaced</li> </ul>

	<ul style="list-style-type: none"> <li>To agree how the PC will communicate with residents whilst the noticeboard is unavailable</li> </ul>
15	Hothfield Newsletter – Chairman
16	<p>Christmas Planning</p> <ul style="list-style-type: none"> <li>To ascertain if the village hall committee would allow a Christmas Tree in the hall</li> <li>If acceptable to discuss and agree the type and size of tree and budget available.</li> <li>To confirm who will purchase the tree.</li> <li>To propose and confirm a date for the Christmas Carols around the tree.</li> <li>To discuss if this will be a joint event alongside the village hall committee.</li> </ul>
	<b>Information Items</b>
17	<p>Correspondence received</p> <ul style="list-style-type: none"> <li>Letter from KALC re vat</li> <li>Email from resident re the sighting of CCTV cameras</li> <li>Email re website</li> </ul>
18	Report from last Hothfield Village Hall Committee Meeting
19	Report from last attended KALC meeting
20	<p>January Meeting 2025</p> <ul style="list-style-type: none"> <li>To consider if a meeting should be scheduled for January 2025</li> </ul>
21	Forum of Information (All Councillors)
22	Items for Next Agenda

*Marie Norris* - Clerk to Hothfield Parish Council

08/11/24