

DRAFT Minute Ref HPC 07/23**Hothfield Parish Council****Minutes of the Meeting of the Parish Council****held on Wednesday 12th July 2023 at 7.00pm at The Bluebells Children's Centre.****DRAFT COPY****1. Note of Persons Present**

Clr Lloyd, (Chairman), Clr Sutcliffe, Clr Pollock, Clr Bowker, Clr Fletcher

One member of the public was in attendance.

2. Apologies for absence

An apology was received from Clr C Bell due to attendance at a compulsory training session Clr Brock was absent due to work commitments.

3. Co-option of Councillor

The co-option was postponed.

4. DECLARATIONS OF INTEREST**Declaration of Pecuniary Interest**

There were no Declarations of Pecuniary Interest

Declaration of Significant Interest

There were no Declaration of Significant Interest recorded this period.

i) To note the granting of any Requests for Dispensation and the decision

No requests received.

ii) Updating of Declarations of Interest for the Code of Conduct

There were no declarations of interest. Councillors were reminded that they should update their Declaration of Interest with the Monitoring Officer if necessary.

5. Public Interval

No matters were brought to the attention of the Parish Council.

6. Acceptance of Minutes from the previous meeting

Mr Lloyd reminded members that amendments to the minutes should be raised with the clerk as soon as possible after the minutes had been distributed. Minutes of the meeting held on 14th June were accepted and it was unanimously agreed that Mr Lloyd should sign them.

Proposed: Mr Lloyd

Seconded: Mrs Sutcliffe

7. Matters Arising from the previous minutes

There were no matters for report not covered on the agenda.

8. PLANNING

9. Borough Councillors Report

Although Cllr Bell was unable to attend the meeting, the Chairman reported two matters on her behalf. Firstly, to advise HPC that, following the election process, Ashford Borough Council has changed from conservative run to a coalition including the Ashford Independents and the Green Party.

Secondly, Cllr Bell advised that she has put forward a recommendation that the planning application for the Esso Garage in Hothfield is put before the planning committee. Cllr Lloyd agreed to represent the PC at the committee if required.

10. Financial Reports

Bank Reconciliation

As of the 13thth June 2023 there was £62,953.58 Business Account, £100.00 in the Current Account and £1041.05 in the Reserve Account making a total of £ 64094.63.

Accounts for Payments- July total £2041.41 this is made up off the following payments:

Salary £357.97

Salary £334.26

HMRC £83.40

BHIB Insurance £729.76

Publicstar £446.02

L Robbins £90.00

11. AGAR 22/23 Update

We are now in the period of public rights where any person interested has the right to inspect copies of the accounts for the year ended 31 March 2023. The public rights period ends on the 06/08 and anyone wishing to inspect the accounts should contact the Parish Clerk to make an appointment.

12. NatWest Banking Mandate

The chairman updated the parish council that after a follow up visit to the NatWest bank it appears that we had been given incorrect information and as a result of this it was not possible to add new members to the banking mandate easily. The chairman confirmed that the need to add another member to the mandate still remained and Cllr Pollock volunteered. It was agreed that the clerk would draft a letter of complaint to the NatWest bank and also investigate Unity Trust Bank as a possible alternative to NatWest.

Action: Clerk

13. General Council Business

Correspondence – No matters were brought to the attention of the meeting.

Village Hall – Cllr Sutcliffe had attended the last meeting. Matters arising were that the Borough Council had arranged for a surveyor to inspect the village hall. Plans were in place to facilitate the visit.

It was also reported that an area of the lino in the kitchen was underlating and had changed colour. Rather than remove the lino at this stage it was agreed the village hall chairman would seek advice from the visiting surveyor.

Police Matters – No items were raised with the clerk.

Cllr Fletcher advised members that she had reported to the police that youths from out of the village have been vandalising the lights on the MUGA. Cllr Fletcher had reported this via 101 and has a crime reference number. There had been no feedback on this matter from the PCSO at Stanhope or Hothfield.

KALC- The chairman had attended the KALC meeting the following items were discussed.

- New Policing Model where the police force is split into 3 sections the beat team (formally PCSO'S) Child centre policing team and the neighbourhood task force. Information can be found online including details of the responsibilities for each section but of note is the numbers of police is increasing with police constables increasing from 6 to 18.
- Ashford Borough Council are providing a digital skills workshop whereby if as a parish we have an individual that has digital skills or we have a company that is willing to sponsor someone with digital skills. ABC will support the trainers and fund them to present a workshop to local residents to teach them how use digital services this would cover foundation skills, emails, streaming music , streaming tv problem solving and safety online. Although the scheme is currently being piloted at present. To be included the parish need to nominate a digital champion.

The parish Council supported the idea, however would need to find a volunteer. It was decided that this should be raised at the village residents meeting and in the Hothfield newsletter to see if there was an appetite for such a scheme.

Waste Recycling

- The current contract with Biffa is due to terminate next year and Suez will take over. The service will be the same but the difference being that Ashford Borough Council have now purchased the lorry's these will be based at Hemwood Industrial Estate. The cost for garden waste collection will be increasing as there is only a small uptake for this service and additionally the cost for home collection of large bulky items will also increase.

Planning Applications

- KALC have advised that when considering future planning applications if there were any concerns about the roads we must put the information as detailed as possible in our response. This will also assist Highways who are also consulted where applicable. In addition, KALC will also be setting up a Joint Parish Council Transport Group which will target all areas and will be looking in particular at over development.

MUGA – Cllr Fletcher confirmed that the painting has been completed including the MUGA the shelter and removal of the old netting.

Hothfield Newsletter- The clerk agreed to raise an invoice for any advertisers outside the village who wish to advertise in the Hothfield Newsletter.

14. Solar Funding Projects Update

KCC Highways are yet to send the timescale and fee for the design quote. This has been chased by the PC and it was agreed that if we do not receive any news by the September meeting the enquiry would be escalated through our KCC member.

Triangle of Land

Nothing to report.

Sign for the Post Office

Ongoing item awaiting update from Cllr Brock

15. Flower and Craft Show

Cllr Pollard confirmed there will be 88 categories. Doors open at 10.00am for entries to be dropped of. The shown will be open to visitors from 12.00 and judging expected to take place at 3.00pm. Saturday 5th August. It is hoped that this event is well supported and further details of categories etc can be found in the newsletter.

Cllr Pollard provided an anticipated breakdown of the budget for the event to the council members. Funding for the event had already been agreed by the PC at a previous meeting and Cllr Pollock would provide receipts in order for the PC to reimburse costs.

16. Forum of Exchange of Information

Following discussions, the clerk agreed to approach the council to remove the unused disabled parking bay in Common Way.

A complaint had been received that an un-mowed grass verge in the village had been germinating a local residents garden. In addition, the fencing around the green is in need of repair.

The chairman suggested that with regard to the fencing that we advise our Borough Councillor of the situation. It was also agreed that the parish council should look at the purchase of signs to advise visitors to the area not to park on the green. Action: Clerk

Cllr Sutcliffe raised that The Friends of St Margaret have asked whether the Parish Council would like submit a scarecrow for the Scarecrow Saturday event. The clerk will aim to do this

Cllr Lloyd issued a reminder to families in the village with a large amount of waste that a bigger bin can be applied for via the ABC website.

17. Items for the Next Agenda

- Christmas Preparations

The chairman reminded members that agenda items should be raised with the clerk before the next meeting. The Chairman thanked all members for attending and called the meeting to close at 20:20pm.

18. Date of the Next Meeting

Wednesday 13th September 2023.