

HOTHFIELD PARISH COUNCIL

Page 863

MINUTES 183

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

PRESENT: Mr I Lloyd (Chair), Mrs S Parker, Mrs P Sutcliffe,
Mr P Fothergill, Mr P Howard and Mr R Vernon
Mr C Stanley (Webmaster)

PARISH CLERK: Mrs J Batt

BOROUGH COUNCILLOR

COUNTY COUNCILLOR:

MEMBERS OF THE PUBLIC: There were no members of the Public present.

1. APOLOGIES FOR ABSENCE

An Apology for Absence was received from Mr M Cook due to illness.

2. APPROVAL OF REASONS FOR APOLOGY FOR ABSENCE

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

3. NOTIFICATION OF CASUAL VACANCY

It was reported that a letter had been emailed and a copy posted to Mr Krause on 8 January, informing him that he no longer qualified for the position of Parish Councillor as he had not attended a Parish Council meeting for 6 months. ABC has been informed and a Casual Vacancy declared.

4. 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

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.

5. PUBLIC INTERVAL

There were no Members of the Public in attendance.

6. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING

Minutes 182 of the meeting held on 5 December 2018 were accepted and it was unanimously agreed that Mr Lloyd should sign them.

Proposed Mr Lloyd Seconded Mr Fothergill

7. MATTERS FOR REPORT ARISING FROM PREVIOUS MINUTES

There were no Matters for Report not covered on the agenda.

8. A20 OVERNIGHT LORRY PARKING RESTRICTIONS SCHEME

Mr Lloyd reported that there has been an overall 61% reduction in lorries parking on the A20 and other designated areas in the Borough since the restrictions came into force on 31 October 2017, with little sign of displacement.

Offending drivers were initially issued with a warning which was followed by a fine, but due to a change in the regulations they are now issued with a fine at the first offence and this has resulted in 2073 clamps with only 32 appeals, of which 2 were upheld because the lorries in question had broken down.

As a result of the above, Parking Officers are patrolling on a more random basis but still to good effect.

9. BOROUGH COUNCILLORS REPORT

Mr Krause emailed the following report:

No issues currently being undertaken and no reported issues or problems relative to Ashford Borough Council in Hothfield currently.

10. FINANCE**Earmarked Funds**

	Balance 05.12.18	+/- February	Balance 06.02.19
MUGA	1868.54		
EDF January		-5.00	
EDF February		-5.00	1858.54
Litter Picker Salary and Other Costs	2987.95		
Litter Picker's Salary Jan		- 0.59	
Litter Picker's Salary Feb		-100.79	2886.57
Bus Shelter	551.60		551.60
Garden Competition	390.02		390.02
Village Project	705.64		705.64
Village Fete	1793.31		1793.31
Hall Rent for Squad 26	NIL		NIL
TOTAL	8297.06	-111.38	8185.68

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

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

Opening Balance	4031.50	Business Current a/c	1429.86
Add Receipts in Year	<u>0.77</u>	Plus, u/c Receipts	<u>0.00</u>
	4032.27		1429.86
Less Payments in Year	<u>1630.86</u>	Less u/c Cheques	<u>60.00</u>
	2401.41		1369.86
		Direct Reserve a/c	<u>1031.55</u>
			2401.41

Accounts to be Paid

PAYEE	CHQ NO	DESCRIPTION	NET £	VAT £	GROSS £
Parish Clerk	522	Salary January	219.06		486.42
		Salary February	219.66		
		General Admin	35.64		
		Expenses	12.06		
Litter Picker	523	Salary January	0.59		101.38
		Salary February	100.79		
Webmaster	524	Webmaster Services	210.00		210.00

Resolution: Councillors unanimously agreed to pay the above accounts and noted the Direct Debit Payment to EDF for electricity for the MUGA, taken on 1st of each month for £30.00.

The expected total for MUGA electricity for the next year is in the region of £116.00 and Councillors were of the opinion that a monthly direct debit figure of £30 was somewhat excessive. The Clerk was asked to contact EDF and ask them to reduce the monthly payment figure to £15.

Proposed Mr Lloyd Seconded Mr Fothergill

Insurance

Nothing to report.

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

Nat West re Unarranged Overdraft Fees

EDF re MUGA Standing Order

Clerk and Councils Direct

Email Correspondence – all forwarded to Councillors

Resident re Defining Village Confines

Hothfield Village Hall Committee asking for financial help with the cost of installing CCTV following a recent break in. This request will be added to the next agenda and Mr Fothergill, in his capacity as Chairman of the Village Hall Committee, will prepare a specification and try to obtain at least 3 quotations to be discussed at the meeting.

Data Protection

We received an information update from Satswana which was circulated in December.

Mr Lloyd was in receipt of a letter to a resident from ABC regarding GDPR. He will prepare a letter to be sent to Satswana regarding this.

Review of Parish Council Website

Mr Stanley had previously circulated his suggestions regarding updating the website. The current site is 10 years old and is looking rather dated and he suggested that the Parish Council should migrate the website to either KCC for which there will be no set up cost and no charge for hosting or to Hugo Fox, which would incur a set up cost.

Resolution: Following discussion Councillors unanimously agreed to migrate the website to KCC. The Clerk will write to KCC and ask them to confirm the details. It was also agreed to only publish the 2018 minutes on the new website. Old minutes will be accessed via an archive tool.

Proposed Mr Lloyd

Seconded Mrs Parker

NALC Legal Briefing re Website

This will be discussed with KCC when arrangements are made to migrate our current website.

Risk Assessment

Mrs Parker completed a Risk Assessment and did not bring any issues to the attention of the Council.

Community Payback Scheme

Nothing to report.

Defining Village Confines

Resolution: Councillors agreed that they had no objections to the Defined Village Confines as determined by ABC.

Proposed Mr Lloyd Seconded Mr Fothergill

Dangerous Junction at Chapel Row

Nothing to report. The Clerk will ask KHS for an update

Anti-social Behaviour at Recreation Ground

The Clerk will contact the PCSO and ask him for regular but random patrols around Hothfield as cars have been reported driving on the Recreation Ground leaving deep tyre marks in the grass again.

Parking Issues around Hothfield

Remove from agenda

Southern Water – Letter to Residents

The letter to residents explained that instead of being able to repair the existing sewer pipe, Southern Water has got to install a new pipe and as such the work will take longer than expected.

The Clerk was asked to write to Southern Water to ask for an update as to when the work is expected to be completed and whether anyone is monitoring the pump in the car park of The Kings Head, now there are no workers on site, as it has failed 3 times and this has resulted in flooding at the Village Hall.

Report from KALC Meeting

The minutes were circulated to Councillors in January.

Material available regarding the forthcoming elections will be published in Hothfield News.

Hothfield News

A request for volunteers has had a good response and Mr Grenfell Banks now has assistance with the production of the newsletter and there is a distributor for every road in Hothfield.

12. PLANNING

No applications received.

13. FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS

The Clerk asked KHS to refill the salt bin on the junction of Bethersden Road and Church Lane, following a request from a resident and consultation with the Chairman.

The Fun Day has been arranged for Sunday 30 June. A meeting of the Committee was arranged.

Bonfires in the Village will be added to the next agenda.

The Clerk will ask ABC to replace the damaged Teddy Bear Tidy Bin with an ordinary bin as it is on Borough Council ground.

One light on the MUGA is faulty. This has been noted and it will be replaced in due course.

Squad 26 has not been closed but has been cancelled until further notice.

Councillors will liaise regarding storage of the Gardening Competition Cups.

There is concern that the tennis net is rotting in the storage box. Mrs Sutcliffe will liaise with Mr Cook regarding drying it and storing it in her shed.

There being no other business the meeting closed at 8.55 pm.

Signed Dated
Chairman