

Hothfield Parish Council

Minutes No: 189

Minutes of the Parish Council Meeting held on Wednesday 4 September 2019 at The Bluebells Children's Centre, Hothfield. 7:00pm

Unique Minute No	Business	Record	Action
1.	Note of Persons Present	Mr I Lloyd (Chair), Mrs M Merrion, Mr M Cook, Mr G Cox, Mrs P Sutcliffe, Mr R Vernon, Mr P Theedom, Mrs C Bell (Borough Cllr) Mrs M Norris (Clerk)	
2.	Apologies for Absence	None Received	
3.	Co-Option of Parish Councillors	Mr Phillip Theedom proposed for the vacant position of Parish Councillor and took DPI forms to complete and return	Cllr Theedom
4.	Declarations of Interest	None Received	
5.	Public Interval	No members of public in attendance	
6.	Minutes of Previous Meeting	An error to the page numbering was noted Item 9. Finance – Salary and Other Costs was challenged. Mrs Merrion and the clerk to discuss further outside of the meeting. Minutes 188 of the meeting held on 9 July 2019 were accepted & signed by the Chairman as an accurate record.	Clerk / Cllr Merrion
7.	Matters Arising	Cllr Merrion agreed to investigate our current banking arrangements with the NatWest in order to allow for additional signatories and access to bank statement. Clerk to email account information to Mrs Merrion.	Clerk / Cllr Merrion
8.	A20 Restriction Scheme	Nothing further to report since the scheme has been adopted by the Joint Transport Committee.	
9.	Borough Councillors Report	Councillor Bell discussed the waste recycling initiatives taking place including a crackdown on fly tipping and anti-social crime associated with	

		<p>it. The Kent Environment Crime Waste Practitioners Group which includes representatives from Kent Police and the Environment Agency have secured funding of £250,000 to help tackle this type of crime.</p> <p>Following waste recycling sites now charging for non-household waste, there does not appear to be an increase in fly tipping as previously feared. Skip hire in the region does appear to have increased. A report with further details will be issued in due course.</p> <p>Although Cllr Cox raised the A20 speed restriction scheme. There were no further updates (see agenda item 12-J)</p>	
10. a	Finance Payment of Account	See Table Below	

Earmarked Funds (September)	Balance As of 3/07	+/- August Payments	Expected Balance
Muga EDF (DD) July Aug	1808.54	3.00 3.00	1802.54
Salaries & Other Costs Mr Marden July Aug		100.00 111.86	
HMRC Satswana Garden Bldgs (Muga box)		2.40 180.00 179.00	
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	7079.35	579.26	6500.09

Bank Balance - Hothfield Parish Council - Bank Reconciliation as at last Bank Statement

<u>Balance per Cash Book</u>		<u>Balance at Bank</u>	
Opening Balance	32765.19	PC Reserve A/C	35753.41
Add Receipts in Year	<u>6239.99</u>	Plus, u/c Receipts	<u>0.00</u>
	39005.18		35753.41
Less Payments in Year	<u>4316.43</u>	Less u/c Cheques	<u>1164.66</u>
	34688.75		34588.75
Less Earmarked Funds	<u>7084.35</u>	PC Current A/C	<u>100.00</u>
	27604.40		34688.75
		Less Earmarked Funds	<u>7084.35</u>
			27064.40

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

Opening Balance	2402.08	Business Current a/c	1369.86
Add Receipts in Year	<u>0.17</u>	Plus, u/c Receipts	<u>0.00</u>
	2402.25		1369.86
Less Payments in Year	<u>0.00</u>	Less u/c Cheques	<u>0.00</u>
	2402.25		1369.86
		Direct Reserve a/c	<u>1032.39</u>
			2402.25

Accounts to be Paid (projected for October)

PAYEE	CHQ NO	DESCRIPTION	NET £	VAT £	GROSS £
Parish Clerk M Norris	N/K	Salary (Est July/Aug/Sep)	820.00		820.00

Litter Picker / Caretaker	N/K	Salary	105.93		105.93
Webmaster	N/K	Quarterly services	133.00		133.00

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10.b	Finance : Solar Funding	The parish council have received a welcome response to their requests for suggestions on how to best use the solar funding. A list of suggestions is being compiled. A suggestion from the PC to invite local residents along to a meeting at a weekend date yet to be arranged was considered as potentially a good way to explore the ideas put forward in more depth. The Chairman agreed to speak with the village hall committee as a prospective venue and to use the Hothfield News as a media for information. It was agreed that maybe some of the other suggestions could be passed to other areas of the council e.g. traffic calming etc for their consideration	Cllr Lloyd
11.	Annual Policing Survey	Following the published survey, councillors were asked to independently complete the survey online via the link provided in the email For ease, the clerk will resend the email.	Clerk
12.	Parish Council Business & Correspondence A) Correspondence/ Emails B) Data Protection	All emails are forwarded as received via Clerks inbox. A copy of the Ashford Borough Council Yearbook 2019/2020 was passed to the chairman. Nothing further to report.	

	<p>C) Review of Parish Council Website</p>	<p>Mr Stanley had contacted KCC/Cantium IT support team but they were still unable to provide us with a decision. The PC suggested that we write to the KCC member for Hothfield to request that he intervene on our behalf.</p> <p>NB Following the meeting, Cantium have replied via email stating that <i>“As any new web site needs to be compliant with the legislation immediately, Cantium is unable to accept new customers until we know that the service is going to be taken up by the existing customers base. It would not be viable to offer this to a small number of customers.</i></p> <p><i>Cantium is happy to keep your request for a new site on file until a decision is made regarding the new service, which is likely to be early in 2020.”</i></p>	<p>Clerk to contact Charlie Simpkins. KCC member</p>
	<p>D) NALC Legal Briefing</p>	<p>Nothing to report as this agenda item is linked with the above.</p>	
	<p>E) Risk Assessment</p>	<p>Cllr Merrion has agreed to take this forward but will contact the former clerk for historical detail. The financial risk assessment also needs to be updated and Cllr Merrion agreed to look at this further with the clerk.</p>	<p>Cllr Merrion/ Clerk</p>
	<p>F) Community Payback Scheme</p>	<p>Cllr Fothergill was not at the meeting so unable to report on this item.</p>	
	<p>G) Anti Social Behaviour on Recreation Ground</p>	<p>Complaints of noise pollution in particular that of motorcycles resulted in an investigation of the area which identified an unauthorised bike track.</p>	
		<p>Damage/ Vandalism to the MUGA area resulted in one of the railings being broken. This has now been fixed and the Parish Council would</p>	<p>Clerk</p>

	<p>H) Noise Pollution.</p> <p>I) Speed Signs</p> <p>J) A20 Speed Restriction Scheme</p> <p>K) Southern Water</p> <p>L) Tree Survey</p> <p>M) Report for KALC Meeting</p>	<p>like to publicly thank Mather & Smith who conducted the repair work free of charge. Clerk to write and formally thank them. Although the damage was reported to the PCSO at the time of the meeting, we had yet to receive a reply.</p> <p>Discussed in the above item.</p> <p>Nothing to Report. Item to remain on the agenda.</p> <p>The clerk reported that although we emailed requesting advice as to how the scheme will be monitored in the future, at the time of the meeting and subsequent minutes, we are yet to receive a reply</p> <p>Ongoing – Nothing to Report</p> <p>It was agreed that the PC would look into the prospect of a tree survey for Hothfield as residents have raised concerns regarding trees and bushes that are overgrown, damaged and, in some instances, obscuring views of traffic.</p> <p>The PC wished to understand the policy for trees after an area has been declared a conservation area with regard to pruning and felling.</p>	<p>Clerk</p> <p>Cllr Cox / Clerk</p>
13.	Planning	See Attached List	
14.	Items for Next Agenda	Protection of MUGA - (Cllr Cox)	
15.	Any Other Business	Cllr Cox requested that the minutes show that the planning application for the steelworks at Paddocks Farm were commented upon. The application was then amended. (19/01038/AS)	

		<p>Cllr Cox noted that following the circulation of maps of the Chapel Road area and Green, there was an area that does not appear to have ownership.</p> <p>Cllr Sutcliffe suggested that the PC may wish to nominate Cllr Merrion to join the Hothfield Educational Society as historically a member of the PC has been a trustee for the society.</p> <p>It was noted that the Village website needs updating.</p>	
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There being no other business the meeting concluded at 21:10hrs. The next meeting is scheduled for 2nd October 2019

Signed Dated

Chairman

Hothfield Parish Council
Planning Application Record

September 2019

19/00161/TC

Hothfield Upper Weald Ward St Margarets Church, Church Lane, Hothfield

Removal of holly tree growing between and obscuring Tufton family graves, adjacent to the Church South door.

Parish Council - The PC did not support the original application due to the felling of the tree.

19/00184/TC

Hothfield Upper Weald Ward Post Farm, 27 The Street, Hothfield, Ashford, Kent, TN26 1ES

Single Yew tree in the rear garden. Crown to be reduced by 5m in height and up to 7m from the lateral branches.

Parish Council -

August 2019

19/01038/AS 17 Jul 2019 Hothfield

Upper Weald Ward 596375

144141 Units 1 to 4, Paddocks Farm, Bethersden Road, Hothfield, Ashford, Kent, TN26 1EN

Proposed external fire escape stairwell and 2.4m high boundary fencing (part retrospective)

Parish Council – The PC supported the application but suggested consideration to a number of points that were outlined in further detail on the Online Comments Form.

19/00921/AS

Hothfield Upper Weald Ward Lakeside Nursing Home, Chapel Road, Hothfield, Ashford, TN25 4LN

Proposed demolition of two out of use wings and erection of two new wings on the same site to create 40 units with associated communal support facilities and infrastructure.

Parish Council – The Parish Council supported the application in principal but sought further clarification on a number of points including, access and parking issues.