

**DRAFT Minute Ref HPC 08/23**  
**Hothfield Parish Council**

Minutes of the Meeting of the Parish Council  
held on Wednesday 13<sup>th</sup> September 2023 at 7.00pm at The Bluebells Children's Centre.

**DRAFT COPY**

**1. Note of Persons Present**

Cllr Lloyd, (Chairman), Cllr Sutcliffe, Cllr Pollock, Cllr Bowker, Cllr Fletcher, Cllr Brock

One member of the public was in attendance.

**2. Apologies for absence**

No apologies received.

**3. 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.

**4. Public Interval**

A member of the public was in attendance to give there thoughts on an agenda item of planning.

**5. 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: Mrs Sutcliffe**

**Seconded: Mr Pollard**

**6. Matters Arising from the previous minutes**

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

**7. Items for Planning**

**PA/2023/1178 Hurst Hill Farm, Pluckley Road Hothfield**

Following discussions and views of local residents the PC voted in support of the application. Although a number of comments were raised. The clerk will submit the comments to the planning officer for consideration.

**PA/2023/1347 4 Sackville Close, Hothfield**

Although the PC had previously requested an extension to the deadline for comments in order to consider the application at the September PC meeting. The planning office had already closed the portal for comment. This was raised with the council as a concern. The Parish Council had voted in support of the application but had raised some areas of concern including the size of the development and the proximity to the road these comments were forwarded to the planning officer.

**8. Borough Councillors Report**

- The borough council had welcomed the announcement by the Government to legislate in the levelling up bill which is to make Natural England's rules on nutrient pollution advisory rather than mandatory and that funding would be made available to help tackle the pollution in the waterways. Building in the borough has been delayed over the last 3 years due to this issue Further details are awaited.
- Work has started on the local plan to 2041 this is about preparing an evidence base to shape the new policies and plans. A call for sites has already been issued.
- "My Ashford" a new online portal has been launched this will give residents the ability to view multiple council services in one place.
- The council are currently consulting on a proposal to move from the Civic centre, to International House, this will support the hybrid way of working as the council no longer need as much desk space and as the council already own the premises it will be a financial saving. A consultation is currently in place.

Cllr Sutcliffe asked if there was any update regarding the children's centre consultation. Cllr Bell reminded that the consultation was held by KCC and not Ashford Borough Council however it was felt that as the consultation had only just closed and it may take a number of months to evaluate.

Cllr Fletcher raised the issue of grass cutting on the green. Cllr Bell advised that the pc follow up with Aspire as we had already entered into communications with them on a similar matter.

**9. Financial Reports****Bank Reconciliation**

As of the 11th<sup>th</sup> August 2023 there was £64,473.80 Business Reserve Account, £100.00 in the Current Account and £1043.20 in the Reserve Account making a total of £ 65,617.00.

**Accounts for Payments-** September total £2065.35 this is made up off the following payments:

Salary £371.33

Salary £334.06

HMRC £167.00

HMRC £100.00

ICO £40.00

Publicstar £835.94

M Pollard (Fete) £217.02

**Earmarked Funds**

As agreed prior to the event the fete monies of £217.02 would come from earmarked funds.

**Hugo Fox Transition to a paid subscription**

The clerk explained that Hugo Fox who currently host our website will be charging a monthly fee from the 4<sup>th</sup> October. Three package prices had been quoted and the PC have opted for the bronze package which will be charged at £9.99 per month plus vat.

**10. Unity Trust Bank**

Following on from previous discussions the clerk had made enquiries as to other banking providers. Currently Unity Trust were the preferred provider of services by a number of PC'. The clerk had sent to the PC prior to the meeting details of the banking services that the company could offer. The parish council were happy with the information but asked the clerk if she could make enquiries with other parish council users to seek there thoughts about the provider and the day to day management of the account before making a final decision. **Action: Clerk**

**11. General Council Business**

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

**Village Hall** – Cllr Sutcliffe had attended the last meeting and reported that the surveyor from ABC had attended the hall and had identified some items of concern. However, at this point in time no formal report had been received from ABC. The village hall committee are awaiting the report.

Bookings at the hall have decreased over the summer as many of the societies and clubs using the hall operate term time only. It was hoped that as we go into Autumn the bookings would increase.

Cllr Pollard mentioned that the village hall noticeboard should be better utilised.

**Police Matters** – No items were raised with the PC.

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

- A meeting was held between the Joint Transportation Board. It was confirmed that Eurostar have no plans to stop at Ashford or Ebbsfleet in the near future.
- Mitigation of the Nitration was also discussed and they are awaiting more details at this stage from Government.
- A Joint Parish Traffic Committee and a Joint Planning Committee have been formed the chairman has volunteered Hothfield Parish Council to be included in this . The chairman will report further when more is known.
- The roll out of the new Policing Model is currently ongoing and will come into effect late September.

**MUGA** – Although there was nothing to report on the area itself, now the painting has finished the chairman will speak with Mrs Cook regarding the plaque.

**Hothfield Newsletter**- Nothing to report.

**12. Solar Funding Projects Update**

CLlr Sutcliffe confirmed that the estimate had now been received however both CLlr Sutcliffe and the clerk were unable to ascertain whether the work would be completed inhouse or via a contractor. Which may alter the estimate as previously suggested by ABC. It was agreed that the PC would contact ABC and advise that we wish to proceed.

### **Triangle of Land**

The clerk had spoken with Mrs Barton and it had been agreed that she would ask the gardener to contact the PC directly to continue with this project.

### **Sign for the Post Office**

CLlr Brock agreed to speak with the Post Office to determine whether the requirement was for another sign in the village or on the A20 and report back to the PC.

### **13. Hothfield Residents Meeting**

28<sup>th</sup> October is confirmed for the residents meeting at the village hall at 11.00am. The chairman will promote the meeting in the newsletter. Residents that cannot attend that wish to raise an item can email the PC in advance of the event.

### **14. Christmas Preparations**

Like the previous year the PC wish to continue with the best dressed house competition and carol singing around the tree. A provisional date of the 15<sup>th</sup> December was discussed but the clerk will need to get agreement from the Childrens Centre to use their premises. Once confirmed details will be advertised in the newsletter and on the Hothfield website.

CLlr Brock agreed to look to see if he had any tree lights if not the PC agreed to purchase new.

### **15. Forum for Exchange of Information between Councillors** (Items are for discussion only. No decisions can be made under this heading)

The Chairman will raise the idea of a digital skills champion for Hothfield at the residents meeting to see if there is a desire before we proceed further.

CLlr Pollard thanked everyone who helped and assisted with the set up and judging of the entrees for the fruit and flower and craft show and everyone who entered and attended and made the day a success.

CLlr Fletcher the blocked drain in School Road had previously been attended by Southern Water who documented the issue and advised that it was KCC issue and that they would forward KCC there findings . KCC have not received anything from Southern Water. CLlr Fletcher will revisit the problem and it was agreed that the PC will take forward if a satisfactory response is not received by CLlr Fletcher.

The issue of motorised scooters is still a problem in the village . Any sightings on the public highway should be reported to the police. Unfortunately, cctv can not help with this issue as the police have to see them directly. The chairman agreed to publish something in the newsletter that these are not to be ridden on the green or in the surrounding woodland and vineyards. CLlr Fletcher will provide the chairman with an article for inclusion.

**Action CLlr Fletcher/ Chairman**

Cllr Sutcliffe reminded all about the Scarecrow Competition taking place in the church on Saturday 30<sup>th</sup> September. The PC confirmed that they will submit an entry.

Cllr Sutcliffe also passed on her apologies for the October meeting . The clerk noted this.

**16. Items for the Next Agenda**

No items were put forward. 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.

**17. Date of the Next Meeting**

There being no other business the chairman thanked all members for attending and closed the meeting at 9.00pm. The next parish meeting is scheduled for:  
Wednesday 10<sup>th</sup> October 2023.

**Chairmans Signature:**

**Date:**