

Minutes Ref HPC 11/24
Hothfield Parish Council

Minutes of the Meeting of the Parish Council
held on Thursday 10th October 2024 at 7.00pm at Hothfield Village Hall.

DRAFT COPY

1. NOTE OF PERSONS PRESENT

Cllr Pollock (Deputy Chair), Cllr Sutcliffe, Cllr Cox, Cllr Jepheart, Cllr Fletcher
Mrs M Norris (Clerk)
2 Members of the public was in attendance

2. APOLOGIES FOR ABSENCE

Received from: Cllr Lloyd (Chair) & Cllr Bowker,
Cllr C Bell (Ashford Borough Councillor),

3. DECLARATIONS OF INTEREST

Declaration of Pecuniary Interest

None declared.

Declaration of Significant Interest

None declared.

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. APPROVAL OF PREVIOUS MINUTES AND MATTERS ARISING

The minutes of the September meeting were signed as a true and accurate record by the deputy chairman. The minutes were approved by Cllr Pollard and seconded by Cllr Cox.

5. PUBLIC SESSION

A member of the public attended the meeting and raised the subject of the AW166. A meeting/discussion has been organised by a resident and Cllrs were given a poster advertising the meeting and invited to attend. The resident asked that the PC amend the information in the newsletter that stated that a resident of the village is holding their own public consultation and they requested that it be known that this was not a public consultation but a meeting/discussion. The parish clerk agreed to issue an amendment to the newsletter and this will be recorded by the editor in the next edition of the Hothfield News and via the clerk on the Parish Council website. Cllr Cox advised the resident that he would be attending (as a resident not in his role as Councillor) There being no other items the Chairman called the public session to a close. **Action: Clerk to amend on PC website and report to Editor of the Hothfield News.**

6. BOROUGH COUNCILLORS REPORT

Cllr C Bell had sent her apologies. No report was received.

Cllr Sutcliffe raised the question regarding Hothfield School and its future plans. Cllr Bell had previously agreed to raise this further with Ward Cllr Simkins. The clerk would ask Cllr Bell for an update. **Action: Clerk**

7. ITEMS FOR PLANNING

Case Reference: OTH/2024/1860
Location: Thanet Terrace, The Street, Hothfield, TN26 1EH
Proposal: T1 - Sweet Chestnut: Fell to ground level due to die back
Decision The PC were in support of the application.

Cllr Cox asked that that he receive feedback on the PC's submission to the council concerning the call for sites. For ease of minuting, the Clerk requested that this be covered under agenda item 12. This was agreeable to all Cllr's.

8. FINANCIAL REPORT

Balance at Bank As of 13th September 2024:

£100.00 Current Account
 £1059.69 Direct Reserve Account
 £55,261.03 Business Reserve Account
£56,420.72 Total

Receipts

£67.47 NatWest Interest
£67.47 Total

Authorisation of payments against Budget

| Payee | Item | Amount |
|--------------|--|-----------------|
| M Norris | Salary | £505.65 |
| K Marden | Salaries | £366.95 |
| K Marden | Grass Cutting | £450.00 |
| HMRC | Tax | £91.80 |
| Publicstar | Newsletter Printing | £199.50 |
| M Pollock | Expenses for Craft and Flower Show | £110.83 |
| MEDASH Signs | Updated sign & Installation cost for display at MUGA | £352.80 |
| | TOTAL | £1627.33 |

9. CCTV Survey

A proposal received from Electranet had been issued to all Cllrs prior to the meeting. Councillors discussed the quotation and Cllr Cox agreed to go back to Electranet to get a revised costing if we were to remove a camera. A cost for the monitoring of the cameras has yet to be received. It was agreed that the PC should highlight the potential cost and the proposed sites to residents. Cllr Cox

agreed to condense the report for the newsletter and request that comment be made to the parish council before our next meeting (14th November) with any comments they have. **Action: Cllr Cox**

10. Highways Improvements

Speed Restriction Update

A date of the 4th October has been scheduled for commencement of the works with Amey as the contractor. No further details are known at this stage.

Invitation to update HIP

The HIP plan had been issued to all Cllrs prior to the meeting. The HIP plan now has a new format. Cllr Sutcliffe suggested that we should await the end of the current works on West Street and then update the HIP in the new format with any issues that arise from the completion of works. Cllrs also discussed including a request for double yellow lines on the bend by the triangle of land as this would make it safer for driver turning left. Parking on the zig zag lines on the crossing within the village, was also raised. Cllrs suggested a parking review should be put on the HIP in order to understand the extent of dangerous parking within the village.

11. Muga

Cllr Fletcher raised concerns that the Muga would be used by unauthorised individuals setting off fireworks, this has happened in previous years. The PC do not allow any residents use of the MUGA for this pursuit and advice on how to stop this. Cllr Fletcher agreed to report any incidents within the Muga via 101. Cllr Cox suggested that we contact ABC to seek advice on how to deal with anyone using Hothfield Green for fireworks. The parish clerk will write to them. **Action Cllr Fletcher/Parish Clerk**

The order and payment for the new sign had now been received Cllr Pollard will contact Medash signs regarding the installation. Cllr Fletcher would like to attend the installation and agreed to liaise directly with Cllr Pollard. Cllr Pollard will also make sure that the new sign does include “no fireworks”. **Action Cllrs Pollard and Fletcher**

12. Ashford Plan 2041

Following the residents meeting held in the village hall, Cllr Cox has drafted a submission on behalf of Hothfield Parish Council. Due to the deadline the paper submitted by Cllr Cox was before a full parish council meeting would take place. Ashford Borough Council were aware of this and had invited HPC to revisit their submission if required following the October PC meeting. It was resolved by all Councillors at the meeting that no additional points needed to be included and that the draft submitted by Cllr Cox would suffice.

13. Joint Parish Plan

There was nothing to report on this item and it was agreed by Councillors that the item could be removed from future agenda items.

14. Coronation Orchard

Cllr Sutcliffe will advise Cllr Cox of the status of the village hall application following the next village hall meeting as the village hall are required to make their own application for trees.

The application for Hothfield village made on behalf of the parish council via Cllr Cox had now been submitted.

Cllr Cox advised that he will be attending Keepers Nursery on 15th October for a workshop about the orchard. It was hoped by Cllr Cox that attendance at this event would give him a better understanding of how many hours of work is required to plant and nurture the young trees. However, he felt that in the mean time an advert should go into the newsletter calling for volunteers in the village. Cllr Cox will also indicate in the newsletter article where the trees will be planted.

Cllr Cox reported and members of Hothfield Parish Council were disappointed to hear that the Ashford Volunteer Bureau did not feel that their meeting with the Parish Council was positive and as such no further steps have been taken regarding their possible assistance with finding volunteers who would be interested in helping to plant and maintain the trees. Therefore the village will need to look at finding their own group of volunteers within the village. Cllr Cox agreed to write an article for the newsletter and asked if the editor would reserve 2 sides of A4 for use. **Action Cllr Cox**

15. Cycle routes

Awaiting report from KCC. Item to remain on November agenda.

16. Hothfield Newsletter

Volunteer distributors were still required. Nothing further to report as Ian Lloyd was unable to attend the meeting.

17. Litter Picking within the village

Discussions between the PC and Mr Marden, concluded that Mr Marden was still occupied with litter picking within the village. He confirmed that his litter pick does not extend beyond the bus stop. Mr Marden asked if we could identify who owns the litter bin by the Muga. The parish clerk agreed to look into this and report back. Cllr Cox asked about the hedge at the village hall and whether this could be cut back further. Although the PC are not responsible for the hedge, Mr Marden will discuss this with the village hall committee. The PC discussed the item of the role having more flexibility with litter picking during the Autum/Winter months but weeding and cutting back within the spring and summer months. The PC and Mr Marden agreed to revisit this in future months. **Action Clerk**

18. Triangle of Land

It was agreed by the PC that maintenance on the triangle of land was only needed during the Apr – Oct period. As there was nothing to report on this item and the agenda item will be removed from the agenda until March 2025.

19. Correspondence Received

Any items received by the clerk have already been forwarded to Cllrs via email prior to the meeting.

- Hugo Fox Domain Names was highlighted for the PC to consider the information email had been sent to all members to consider further.

The chairman adjourned the meeting at 8:26pm for personal reasons. Meeting resumed at 8:28pm

20. AW166

Cllr Pollard reiterated that the application for the diversion of the AW166 had been submitted to the KCC Public Rights of Way department. The process is lengthy and expected to take 2-3 years,

during this time the Rights of Way department will run a public consultation. An external body then receives and reviews all the information. It is expected that the process will take time.

21. Village Hall Report

No meeting was scheduled during the period. Cllr Sutcliffe will attend the next meeting and report back to the PC.

22. KALC

Cllr Cox did not attend the last meeting, however, the minutes have been distributed by the clerk to all for information.

23. Forum for Information

- Cllr Jepheart commented that Hothfield may soon be getting support for a Community Support Officer, as a shared resource. The PC have not been formally advised of this but the PC will update residents when we know further.
- It has been brought to the attention of the PC that a number of bins are being left on the pavement in the village consistently between collections. The PC are aware that sometimes it is impractical to bring bins onto your own property but residents should be aware that leaving bins out all the time on the pavement is both unsightly and selfish. It can cause difficulties for wheel chair users and people with prams and pushchairs to get past.
- Following some work by Open Reach, a cable is hanging loose on a telegraph pole, Cllr Fletcher agreed to report.
- The clerk confirmed that she has the minutes going back to 2002. Anything prior to this will be with County Records Office.
- Christmas – There was some discussion about whether the PC should have a Christmas event. It was felt that this would be a nice idea and although we can no longer access our tree at the Bluebells centre. We could approach the village hall committee and ask for their thoughts about using the village hall. Cllr Sutcliffe agreed to raise this with them.

There being no other matters the Deputy Chairman thanked attendees and called the meeting to close at 8:55pm. The next meeting will take place on Thursday 14th November 2024.

Chairmans Signature:

Date: