

Hothfield Parish Council

Minutes No: 198

Minutes of the Parish Council Meeting held on Wednesday 2 September 2020 by Video Call

1. Present: Mr I Lloyd (Chair) Mrs M Merrion (Vice Chair) Mrs P Sutcliffe, Mr M Cook, Mr Robyn Vernon, Mr G Cox, Mr P Theedom, Mrs M Norris (Clerk)

<b>2. APOLOGIES FOR ABSENCE</b>												
Were received from Cllr Bell who was deputising at another meeting.												
<b>3. DECLARATIONS OF INTEREST BY COUNCILLORS ON AGENDA ITEMS</b>												
None Received.												
<b>4. PUBLIC INTERVAL</b>												
There were no members of the public in attendance.												
<b>5. MINUTES OF PREVIOUS MINUTES</b>												
The minutes of the previous meeting were agreed although were not signed off at the meeting due to social distancing restrictions.												
<b>Proposed</b> Mr Malcolm Cook <b>Seconded</b> Mr P Theedom												
<b>6. MATTERS ARISING FROM PREVIOUS MINUTES</b>												
No matters arising.												
<b>7. PLANNING</b>												
There were no matters of planning.												
<b>8. BOROUGH COUNCILLORS REPORT</b>												
A report had not been submitted prior to the meeting.												
<b>9. FINANCIAL REPORT</b>												
<u>Accounts to be paid</u>												
The PC agreed the payment of the following accounts:												
EDF Energy £9.00 Direct Debit												
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>ITEM</u></th> <th style="text-align: right;"><u>AMOUNT</u></th> </tr> </thead> <tbody> <tr> <td>Salaries</td> <td style="text-align: right;">£426.01</td> </tr> <tr> <td>Zoom Invoicing</td> <td style="text-align: right;">£28.78</td> </tr> <tr> <td>Information Commissioners' Office</td> <td style="text-align: right;">£40.00</td> </tr> <tr> <td>Auditor Fees</td> <td style="text-align: right;">£75.00</td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>Total £569.79</b></td> </tr> </tbody> </table>	<u>ITEM</u>	<u>AMOUNT</u>	Salaries	£426.01	Zoom Invoicing	£28.78	Information Commissioners' Office	£40.00	Auditor Fees	£75.00	<b>Total £569.79</b>	
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Salaries	£426.01											
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<b>Total £569.79</b>												
<u>2. Bank Reconciliation</u>												
As of the 13 August the balance at bank current account – £45,080.31												
Including Solar Funding monies of - £16,668.60												
<b>10. SOLAR FUNDING PROJECTS</b>												
A list of all the solar funding projects was issued to the PC prior to the meeting. The Cllrs discussed some of the ideas in further depth with a view to presenting these to the residents at a village												

meeting. The clerk will update the spreadsheet after each meeting allowing Cllr's to work through the ideas that have been submitted so far. The following items were discussed:

- 1] Parking Provisions -
- 2] Parking Provisions & Additional Lighting
- 3] Outdoor Gym Area
- 4] Litterbins & Benches

The need for additional parking in the village was a prominent theme at the Solar Funding discussion earlier in the year. It was agreed by the PC that this needed to be investigated in more detail which would allow the PC alongside residents to identify areas which could be used for parking. To facilitate this, the Chairman suggested that a small working group be established who could then visit areas within the village and identify potential sites alongside residents. It would also assist with communications between residents and the PC whereby local residents could also raise parking concerns they have and suggest solutions. Options for parking could be raised with ABC/ KCC. Parking in the village hall car park could also be considered where by residents could rent/lease a parking bay for longer term use. Although this would not be practical for everyday parking as the car park is locked, it may be an option for those with caravans and cars that were not accessed regularly. This could also bring in a revenue to the Village Hall. Cllr Theedom and Cllr Cox agreed to take on responsibility for the working group and it was hoped that residents would then get in touch with their thoughts and suggestions.

The Outdoor Gym was considered as an option that could be taken forward however it was felt that there needed to be a better idea of whether the villagers would use this facility and whether the positioning of an outdoor gym would have a bearing on its usage ie residents not wanting to exercise in view of the road. The clerk agreed to seek views on our website and to contact the Parish clerk at Woodchurch and ABC to find out further details including possible funding options if any exist.

Litterbins & Benches: The suggestion of a memorial bench has not been raised with the Parish Council however if a resident was interested in this, they should, in the first instance, make contact with the parish clerk and this could then be considered further. As we were not aware of how many benches there were in the village, the working group also agreed to make a note of benches and litterbins and their locations.

### **11 HOTHFIELD VILLAGE HALL**

Mr Fothergill had been in touch with Cllr Theedom and confirmed that clubs and societies will be resuming at the village hall with the exception of the yoga group. At this time, the village hall website had yet to be updated. There had been some concerns raised with the PC regarding how quickly the village hall were able to respond to enquiries from members of the public during this time. Particular concerns were missed opportunities for booking the hall. It was suggested by the PC that Cllr Theedom request a formal meeting with the trustees of the village hall.

### **12 GENERAL COUNCIL BUSINESS**

#### 1. Correspondence incl Email Correspondence

Vineyard email – 01/09/20: The PC discussed the problem that had been identified in the email and concluded that it would be beneficial to invite them to the next meeting where possible solutions could be discussed. Cllr Cox agreed to draft an email for the clerk to issue.

#### Plantation Close (31/08/20)

Following an email from Ashford Borough Council re Plantation Close housing proposal, the chairman agreed to provide the clerk with his availability to facilitate a meeting between the interested parties.

2. PCSO Report

The report had been sent to PC members prior to the meeting. No specific areas of concern were identified by the PC.

3) Data Protection

An invoice has been raised and submitted for payment this month.

4) Parish Council Website

Nothing to report. Although it was suggested that the website should be used as a tool for seeking residents' opinions on those areas such as the outdoor Gym, parking provisions etc.

5) Muga

The area is being used in accordance with social distancing rules.

6) AW129

Cllr Cox confirmed that he was awaiting a reply from the KCC Rights of Way department when they have concluded discussions with the field owner.

7) Clerk/Secretary's Report – Nothing to Report.8) Newsletter

The chairman advised that a new Editor had been identified. Cllr Cox reported an interest as this was his wife. Some discussion concerning funding of the newsletter took place where it was agreed that the Chairman would contact Mr Hedley Banks to ascertain whether a charge was or ever had been in place for non village residents advertising in the newsletter and report back to the PC.

**13 - ITEMS FOR NEXT AGENDA**

Solar Funding  
Annual Accounts  
Vineyard

**14. FORUM FOR EXCHANGE OF INFORMATION**

Cllr Sutcliffe highlighted the online training course Effective Comms and Engagement Post Lockdown being offered to all Councillors and Clerks. The clerk agreed to attend

To follow up from an issue in the previous academic year, the Clerk asked Cllr Vernon if he was aware of any problems with the current school bus service. As far as Cllr Vernon was aware the timetable of the service was working correctly.

There being no further items for discussion the Chairman closed the meeting at 8:20pm

Signed ..... Dated .....

Chairman