



HOTHFIELD PARISH COUNCIL

www.hothfield.org.uk

**Minutes of the Full Parish Council Meeting held on Thursday
February 12th 2026 at 7.00 pm in the Village Hall**

Present: Chairman Ian Lloyd, Cllrs Penny Sutcliffe; Georgie Fletcher; Martyn Pollock, Graham Cox, Simon Jephart, Rod Williams

In attendance: Clerk Mrs Marie Norris

The Chairman opened meeting at 7.00 pm

26/02/1 Apologies for Absence

Cllr J Eustace Kent County Councillor), Cllr Gary Bowker, Cllr Simon Jephart.

Approval of Absence

Councillors approved absences from Cllr Bowker & Jephart.

Declarations of Interest

The Chairman called for Declarations of Interest:-

- a) No declarations of changes to the Register of Interests.
- b) No Requests for Dispensation.
- c) No Declarations of Lobbying

26/02/2 Public Interval

There were no members of the public in attendance, therefore no matters were raised with the Parish Council.

26/02/3 Acceptance of Previous Minutes & Matters for Report

An amendment to the minutes to ~~delete Vice Chairman~~ insert Chairman

The minutes of the January meeting were agreed and accepted as a true record and were signed by the chairman.

26/02/4 Borough & County Councillors' Report

Cllr Eustace was unable to attend the meeting and had sent apologies.

Cllr Bell advised that following on from the minutes of January whereby an ongoing concern regarding the impact of an individual local resident. Councillor Bell was aware of the situation and has spoken with a number of agencies. Residents are very welcome to also contact her direct on this matter.

Chilmington Green A planning enquiry was held in Spring last year to consider the request by the developer to discharge or modify 22 planning obligations in relation to Chilmington Green. The planning inspectorate issued its decision notice which dismissed most of the developers' request with the inspector concluding that the existing S106 obligation remains necessary and proportionate to the development's impacts.

These include the need for the A28 duelling scheme and associated bond to mitigate the impact of the Chilverton Green development, new primary schools and other community-related facilities. The council have been fighting this for a long time. And are pleased with the decision made by the planning inspectorate.

Local plan 2042 timetable - the timetable for producing the draft local plan, which is known as Regulation 19, in early 2042 is no longer achievable. Delays to the government's rollout of the new planning system, ongoing uncertainty around new regulations, the impacts of the levelling up the generation and Stodmarsh constraints, all mean the existing local development scheme timetable cannot be met. Work on the local plan will continue and informal engagements will be held over the summer with town, parish and community councils, followed by a wider public consultation expected in autumn 2026.

Local government reorganisation. The consultation process is underway and everyone is encouraged to share their views.

Cllr Bell also shared with the PC the sad news of the death of Jerry Clarkson who was the former leader of the council for 10 years. He was also the ward member for Charing. Hothfield Parish Council would like to pass on our condolences to his family & friends at this time.

26/02/5 Progress and Update of Resolutions from last meeting

Matters to be covered under the specific agenda item.

26/02/6 Planning

There were no planning items for consideration during this period.

26/02/7 Bank Reconciliation

Balance Per Cash Book		Balance at Bank	
Opening Balance	£55,869.21	PC Reserve Acc	60,663.17
Add Receipts Precept	£7,750.00	PC Reserve Acc (70)	1077.38

Interest NatWest	£ 0.93		
Interest NatWest Reserve Acc	£57.27		PC Current Account 100.00
			PC Youth Acc 1369.86
		Less Earmarked Funds	43,661.53
Total		Total	21,111.55

b) Receipts Received

Natwest Interest - Business Reserve Account £0.84

Natwest Interest - Business Reserve Account (2) £48.17

c) Accounts for Authorisation for December

Payee	Description	£
K Marden	Salary	401.61
M Norris	Salary	541.45
M Norris	Memorial Plaque	110.62
Publicstar	Newsletter Printing	184.39
HMRC	Mth 9	117.13
	Total £1355.20	

Resolution Councilors agreed the payments listed.

Earmarked Reserves

Opening Balance 01/04/25			
	Balance	+ /- Jan	Balance
MUGA Maintenance	9,057.83	0	8937.83
Village Projects	2,021.05	0	2,021.05
Solar Funding	25,117.20	0	31,332.79
Youth Project	1369.86	0	1,369.86
	Total £37,565.94		Total 43,661.53

The council were unable to open a higher interest rate account with Virgin due to our account not being a business account but a "clubs and societies" account. Therefore, the clerk has opened a Liquidity Manager 35 day notice account with Natwest who we currently bank with and requested the authority to transfer some of the earmarked funds into the higher interest account .

Resolution The PC agreed that the earmarked funds £43,000.00 be transferred into the Liquidity Manager Account
Action: Clerk

26/02/8 Correspondence brought to the attention of the PC for discussion.

- ABC / Friends of Willam Harvey Donation for wheelchairs – The parish council considered the email but decided on this occasion not to proceed with a donation.

26/02/9 Muga

The Clerk had contacted two companies to enquire about replacing the bulbs in the floodlights on the MUGA and was awaiting a quote. Cllr Fletcher advised that she would be able to coordinate with a contractor should one be appointed.

Action: Clerk to circulate quotes when received

26/02/10 Pot Holes

A local resident had contacted the clerk regarding a large pot hole opposite the Post Office. The resident and the clerk have both reported the pothole and hope that it will be repaired soon as, although the pot hole has been marked up, no repair had taken place. This was one of a number of potholes in and around the village and surrounding roads. Cllr Fletcher advised that she intends to put together a list of the pot holes in the area. The clerk reminded all that residents should look to report pot holes themselves and the role of the PC is to intervene on residents' behalf if no action is taken. Cllr Cox put forward a motion that the potholes that are currently down the side of the green (which extend over 10 metres) are interconnected and that the County Council should treat this as one large pothole which they should repair at the same time. Previously they have been filled as individual holes and the repair has unfortunately not lasted longer than 2 weeks. Also, as there is no pavement at this location, vehicles do tend to drive up to the fence which widens the area.

Resolved It was agreed that the Parish Clerk would write formally to the council about the pot holes in Hothfield.

Action: Clerk /Cllr Fletcher

26/02/11 Village Hall

Cllr Sutcliffe advised that there had been two Village Hall committee meetings since the last Parish Council meeting due to a change of meeting dates for the village hall committee. The following matters had been discussed:-

- Tim, the bookings clerk, had resigned from his position and the vacancy had been advertised and now filled by Sharon Foggarty who previously held the post. Sharon has the mobile phone and laptop and is now settling well into the role.
- The village hall continues to see a healthy number of bookings.
- Investigations are ongoing by an ABC contractor to determine the cause of the flooring issue in the kitchen area of the hall. It is hoped that the report will be shared with the Village Hall Committee in due course.
- The village hall has been contacted by the Fire Service who have explained that regulations state that access to the roof area is required to inspect all alarms. This requirement has not been stated previously and for safe access to the loft area, boarding will be necessary. The Village Hall has now received a quote for this work. Cllr Sutcliffe has suggested that they obtain at least one additional quote.
- Cllr Williams had spent some time looking at the current agreement between ABC and the Parish Council. In order to move forward with the idea of a written agreement between Hothfield Parish Council and Hothfield Village Hall committee, it was decided that Cllr Williams would attend a future village hall meeting with Cllr Sutcliffe and discuss the obligations of the current lease and how they are currently adhered to with an aim to put in place a formal agreement between the PC and the Village Hall. Cllr Williams will also provide the PC with a bullet point list of our current

obligations to make the position clear.

Action: Cllr Williams/Cllr Sutcliffe

26/02/12 Community Projects

Video doorbell-Ongoing with Cllr Lloyd the clerk will provide a list of current applicants. The clerk will also draft an accompanying note to issue with the video doorbell explaining that the PC have provided them but have no further liability for their usage.

Action – Clerk/Cllr Lloyd

Defibrillator - An email explaining that the PC had been successful in their application for a defibrillator provided by the British Heart Foundation had been issued to all members prior to the meeting. The clerk drew members attention to the terms and conditions and in particular the details re installation. It was agreed that the PC would prefer to have the defibrillator installed by a contractor of the British Heart Foundation. Cllr Pollock volunteered to commit to the online training, and also asked for further details re the specification of the unit. Cllr Pollock will draft an agreement between the PC and the Post Office to cover reimbursement of the electricity usage. Cllr Fletcher agreed to do the monthly inspection of the unit alongside the checklist provided.

Action – Clerk /Cllr Pollock

26/02/13 External Meetings

No external meetings had been attended during this period.

26/02/14 Local Government Re-organisation

Cllr Cox drew the Parish Council's attention to the fact that local organisations, including the Parish Council, have the ability to propose a reorganisation of local councils and their boundaries. Cllr Cox advised that Canterbury City Council have launched a year long consultation whereby they invite residents to make proposals to make an area a non parished area. There was then some discussion around this topic. Cllr Bell was not aware that local Parishes had been asked about this but would look further into this. Cllr Bell understood that at present this was part of a Community Governance Review about the unparished areas. [Ashford Borough Council is conducting a Community Governance Review \(CGR\) and would like to know your thoughts](#)

Fortunately Borough Cllr C Bell was able to explain that most of the borough does have a parish and some areas of the town also have their own council eg Kennington. There is now a concern that, if the local government reorganisation goes ahead which is the subject of the current consultation, it will leave some areas without a voice. This is being run by Ashford Borough Council.

Local Government Reorganisation

A public consultation has begun about the future number of councils in Kent and Medway and the areas they should cover. Previously Ministers asked councils to come up with plans to create unitary councils in a process known as local government reorganisation (LGR).

Under the current system (Kent County Council (KCC)) deliver some services such as education, social

services and roads. Whilst district or borough councils like ABC deliver others, e.g. emptying your bins and providing housing services, under the proposed system, a much smaller number of unitary councils would deliver all council services in one area.

The Government Reorganisation Consultation Document is open now and available to view on Your Say Gov.uk website [Local government reorganisation in Kent and Medway - GOV.UK](https://www.gov.uk/local-government-reorganisation-in-kent-and-medway) the deadline for completion is the 28th March. The clerk will also place the link on the HPC website and the Chairman will include it in the newsletter.

Action: Clerk

26/02/15 Any Other Business

Cllr Bell reminded the PC that she still has a proportion of the Ward Member Grant. The deadline for applications is the 28th February. The PC discussed whether this could be used for the village hall loft boarding. Cllr Sutcliffe will forward a copy of the quote that she received from the village hall committee to Cllr Bell and advise the village hall that this could be an option for funding but they would need to apply before the deadline.

Action: Cllr Sutcliffe

Gutters at the junction heading out of the village hall towards the post office were blocked presumably with mud and not clearing. Cllr Cox will report online via KCC website

Action: Cllr Cox

The clerk reported that the Insurance company had processed our claim for the Grit Bin and payment had been authorized.

Cllr Jephart agreed to collect the surplus coronation mugs currently in store at the village hall at the next meeting and these will then be given to charity.

Action: Cllr Jephart

The parish council had been asked if they wanted to donate a prize for the bowls competition. It was decided that on this occasion it would not be possible.

Date of the next meeting & Items for agenda.

The next meeting is scheduled for March 12th 2026. No items were raised for the agenda. The chairman thanked all for attending and closed the meeting at 8:55pm.

Signature

Date