

Minutes Ref HPC 09/24
Hothfield Parish Council
Minutes of the Meeting of the Parish Council
held on Thursday 12th September 2024 at 7.00pm at Hothfield Village Hall.

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1. NOTE OF PERSONS PRESENT

Cllr Pollock (Deputy Chair), Cllr Sutcliffe, Cllr Cox, Cllr Bowker
 Mrs M Norris (Clerk)
 3 Members of the public were in attendance

2. APOLOGIES FOR ABSENCE

Received from: Cllr Lloyd (Chair) & Cllr Jephheart,
 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 were then signed as a true and accurate record by the deputy chairman.

5. PUBLIC SESSION

No matters were raised in the public session.

6. BOROUGH COUNCILLORS REPORT

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

7. ITEMS FOR PLANNING

There were no items of planning for discussion.

8. FINANCIAL REPORT

Balance at Bank As of 13 August 2024:

£100.00	Current Account
£1058.43	Direct Reserve Account
£55,707.25	Business Reserve Account
£56865.68	Total

Receipts

£93.59 NatWest Interest

£93.59 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		£91.60
ICO Data Protection	Data Protection	£40.00
Publicstar	Newsletter Printing	£178.52
EDF	Muga Electricity	£18.00
	TOTAL	£1650.72

9. CCTV Survey Update

Cllr Cox reported that Electranet provided a thorough site visit to Hothfield to consider possible locations for CCTV installation and they will provide a report. Currently we are awaiting sight of that report and once received Cllr Cox will liaise with Ben Collier from the installation company to obtain a quotation for the cameras/system recommended. **Action: Cllr Cox will provide HPC with draft recommendations when available.**

10. Speed Restriction Update

Cllr Sutcliffe had contacted KCC and can confirm that Amey is the agreed contractor for the works and have provided a start date provided of 4th November.

11. Muga

No report received as Cllr Fletcher was not in attendance.

Merdash signs have now provided a quote of £150.00 for installation of a new safety sign for the Muga. The purchase price of £144.00 had been agreed at a previous meeting. The new invoice totalling £352.80 for supply and fit and including vat was approved by the council.

Cllr Pollock agreed to be the point of contact to liaise with Medash sign re the physical sighting of the new sign. **Action: Cllr Pollock**

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 this includes the concerns and issues raised by residents at the meeting. The document had been issued to all Cllr's prior to the meeting.

13. Joint Parish Planning Group

Westwell and Hothfield were unable to convene a joint residents meeting to discuss resident views concerning the Ashford Plan. Although the chairman and Cllrs from Westwell and Hothfield were able to meet to discuss issues that would affect both parishes.

14. Coronation Orchard

Cllr Cox had been in contact with Ashford Volunteer Bureau. Representatives from the bureau and Uprising (Youth Community project) came along to the meeting to discuss how volunteers could make a positive impact and help with the setting up and ongoing care of the orchard. Cllr Cox

agreed to lead with creating a plan for what needs to happen before the arrival of the trees in January and to liaise further with the volunteer bureau. **Action Cllr Cox**

Cllr Cox also advised that the village hall committee should instigate their own application for the fruit trees as a joint application would have an impact on the number of fruit trees that could be obtained. Cllr Sutcliffe agreed to raise this with the village hall at their next meeting.

Action Cllr Sutcliffe

15. Cycle routes

The report from KCC is due to be delivered late September. This item will be discussed further once the PC have seen the document.

16. Hothfield Newsletter

A volunteer distributor is still required for Coach Drive, and it is anticipated that a volunteer will also be needed for The Street in the near future. At present, where there is no delivery person, copies are being made available for collection at the Post Office.

Cllr Pollock agreed to liaise with Cllr Lloyd re the newsletter and its production for the next few months.

Action: Cllr Pollock

17. Litter Picking within the village

This item was deferred until the next meeting.

18. Triangle of Land

The triangle of land between Park Drive and the Post Office has now been cleared for the second time this year. The PC were asked to consider what to do going forward. The PC agreed that the ideal scenario would be that the area was cleared from (March -October) possibly every two months. The labour costs of which would need to be considered further.

19. Correspondence Received

- Oaklands Solar Farm – An email requesting an update as to how the solar money had been spent had been sent in error to the village hall some time ago. The email has now been received by the clerk and it was agreed that the clerk would write back explaining how the money had been spent or earmarked against certain items including previously the installation of broadband and now the Speed restrictions survey. **Action Clerk will communicate**

20. Village Hall Report

Cllr Sutcliffe reported that there had been two meetings since the Parish Council last meet.

- At the August village hall meeting a decision was made to increase the deposit and damage deposit from £50 to £100.
- An issue with the fire door was being investigated.
- A problem with drains had also occurred during the period.

Items from the September meeting included.

- Further investigation on the issue with the fire door had shown that the problem was with the frame. This has now been repaired
- Bookings & enquiries have increased.

21. KALC Report

No meeting attended during the period.

22. Forum for Information

Cllr Cox suggested that the PC remind residents that pensions benefits are currently unclaimed. The clerk will post a link on Facebook for residents. **Action: Clerk**

Cllr Pollock told the PC that the vineyard has now put in an application to move the right of way. During the application process (which can take up to 2 years) residents do have an opportunity to comment in the public interval. Cllr Cox requested sight of the application and map. Cllr Pollock agreed and will send this to councillors. **Action: Cllr Pollock**

Cllr Brock has resigned from the PC. The PC would like to thank him for all his work within the parish council and wish him well for the future. A notice of vacancy will now be submitted to the monitoring office. **Action: Clerk**

The clerk reminded all councillors that they should read and weed their mailboxes regularly. This will ensure that storage space is optimised.

23. Items for Next Agenda

- Litter Picking within the village
- Christmas

There being no other matters the Deputy Chairman thanked attendees and called the meeting to close at 8:55pm

Chairmans Signature:

Date: