



To: All Councillors,

You are hereby summoned to a Meeting of Hothfield Parish Council at 7.00pm Thursday 13 November 2025 to be held at Hothfield Village Hall.

Dated: 7th November 2025

Marie Norris, Parish Clerk

BUSINESS TO BE TRANSACTED

1. (a) Apologies for absence received and confirmed by the Council.
(b) Declarations of changes to the Register of Interests.
(c) Declarations of Pecuniary Interest or other interest as defined by the Kent Code of Conduct and Localism Act 2011 on any items on the agenda.
(d) Requests for Dispensations.
(e) Declarations of Lobbying
2. **Public Session:** Chairman to invite members of the public to speak on any items on the agenda only. The duration of speaking time will be at the Chairman's discretion.
3. **To resolve that the minutes of the Hothfield Full Parish Council Meeting** held** on October 2025 to be taken as read, confirmed as a correct record and signed by the Chairman.
4. **County Councillor and Borough Councillor Reports**
5. To receive progress and update of resolutions from the last meeting
(Clerk -Information only)
6. **Planning**
 - (a) To consider any planning applications received for consideration up to the date of the meeting.
 - (b) To note any planning appeals received.
 - (c) To note any planning decisions received from the Borough Council on recent applications.
7. **Finance**
 - (a) To note receipts of Income
 - (b) To authorise payments listed on the schedule
 - (c) To receive the bank reconciliation
 - (d) Audit Return – (To note the audit return)
 - (e) NALC- To note the NALC annual pay award for clerk

8. Correspondence Received (Correspondence is forwarded at time of receipt. Any items that require a decision at a meeting should be brought to attention)

- a) St Margarets Church Donation
- b) Co-option details from ABC

9. Solar Fund Applications

- a) Hothfield Village Hall

10. MUGA

- a) Councillors to receive the play inspection report
- b) Flood lighting

11. Village Hall

- a) Councillors to receive an update from the last meeting attended.
- b) Lease Agreement
- c) ABC correspondence concerning repairs.

12. Community Projects

- a) Bikeability
- b) Video Doorbell
- c) Defibrillator

13. External Meetings (a report on any external meetings attended by Councillors)

- a) KALC
- b) Local Plan

14. Christmas Event

15. Matters for Information, (urgent matters at the discretion of the chairman for noting only or any items for further discussion at the next meeting)

16. Items for next agenda

MA Norris

Clerk

10 November 2025