

DRAFT Minute Ref HPC 3/24**Hothfield Parish Council****Minutes of the Meeting of the Parish Council****held on Wednesday 10th April 2024 at 7.00pm at The Bluebells Children's Centre.****DRAFT COPY****1. NOTE OF PERSONS PRESENT**

Cllr Sutcliffe, Cllr Pollock (Vice Chairman), Cllr Cox, Cllr Jephheart, Cllr Brock
Borough Cllr Clair Bell, Mrs M Norris (Clerk)

2. APOLOGIES FOR ABSENCE

Received from: Cllr Lloyd, Cllr Bowker, Cllr Fletcher

3. DECLARATIONS OF INTEREST**Declaration of Pecuniary Interest**

Cllr Jephheart declared an interest in the Britton House planning discussion as he is a near neighbour.
Cllr Brock declared an interest in the Court Lodge planning application as a near neighbour which is on the agenda for discussion.

Declaration of Significant Interest

There were no Declaration of Significant Interest recorded this period.

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. PUBLIC INTERVAL

There were 10 members of the public in attendance. The following items were raised to the PC. Details for the complaint's procedure. Parking issues in Sackville Close are reportedly causing issues that the Ambulance and dust cart are unable to get into the close. Flooding is also a problem in Sackville Close. Re Complaints procedure, the Clerk agreed to write detailing the processes. Re Sackville Close, Cllr Bell has raised the issue with Ashford Borough Council suggesting that the council officers come to visit Sackville Close to see the issues first hand.

5. ACCEPTANCE OF MINUTES FROM THE PREVIOUS MEETING

Cllr Jephheart noted that the minutes should state that he was in attendance at the meeting and both Cllr Jephheart and Cllr Lloyd were both near neighbours of the of pre planning application that was on the agenda to be discussed concerning Ram Lane.

Amendments were agreed and the minutes of the March meeting were accepted and signed as a true and accurate record

6. MATTERS ARISING FROM THE PREVIOUS MINUTES

There were no matters for report not covered on the agenda.

7. ITEMS FOR PLANNING

Case Reference: PA/2024/0584
Location: Britton House Stud, Ram Lane, Little Chart, TN25 4LS
Proposal: Listed Building Consent for repairs and alterations to existing outbuilding and erection of replacement outbuilding following the removal of the existing 'lean-to' structure.
View Files: [Click Here](#)
Comments deadline: before 16/04/2024

Decision: Following discussion the Parish Council voted in support of the application.

Case Reference: PA/2024/0557
Location: Britton House Stud, Ram Lane, Little Chart, TN25 4LS
Proposal: Repairs and alterations to existing outbuilding and erection of replacement outbuilding following the removal of the existing 'lean-to' structure.
View Files: [Click Here](#)
Comments deadline: before 16/04/2024

Decision: As noted above the Parish Council voted in support of the application.

Case Reference: PA/2024/0550
Location: Court Lodge, Church Lane, Hothfield, TN26 1EL
Proposal: Remove section of timber from wall and replace with brick, install lead flashing to ends of cut, & Replaced in-situ concrete lintel with brickwork, demolish conservatory attached to listed wall.
View Files: [Click Here](#)
Comments deadline: before 02/05/2024

Decision: The Parish Council voted in support of the application.

8. BOROUGH COUNCILLORS REPORT

Cllr Bell advised that the Esso garage planning application will be called to planning committee this week

Cllr Bell was aware that many areas were having issues with the new waste recycling contract with the bin collections and asked that if there were any issues with the bins in Hothfield, then she should be informed.

Following the closure of the Bluebells Childrens Centre, the PC advised that they will now meet on the 2nd Thursday of each month from June 24 due to Village Hall commitments and hoped Cllr Bell would still be able to attend.

9. FINANCIAL REPORTS

a) Bank Reconciliation

As of 13th April 2024 statement, there was a total of £66, 299.08 This was split between £65,147.00 in the Business Reserve Account, £100.00 in the Current Account and £1052.02 in the Reserve Account

b) **Accounts for Payments** April payments totalled £1470.39 this is made up off the following:

Salary & Stamps 398.48

Salary £334.26

HMRC £180.29

PublicStar £235.29

Kalc £322.07

11. CORRESPONDENCE

All correspondence received by the clerk for the PC is passed via email to the PC upon receipt. Parish councillors did not bring any items of correspondence to the meeting.

12. MUGA

There was no Councillors report as Councillor Fletcher was not at the meeting.

Concerning the printing of the sign, Cllr Pollard will get a quote for the printing and also installation of the sign and fixing materials. The clerk suggested that the What 3 words location should be included in the sign. **Action: Cllr Pollard.**

Memorial Plaque:

This item was on the agenda as a reminder for the chairman to agree a form of words with Mrs Cook. Cllr Lloyd was not at the meeting for this agenda item so it was agreed that it would remain on the agenda for next month. **Action: Cllr Lloyd/Clerk**

13. HOTHFIELD NEWSLETTER

Nothing to report.

14. REPORT FROM ANY EXTERNAL MEETINGS

Kalc – Cllr Cox confirmed there was no meeting during this period.

- a) Village Hall – Cllr Sutcliffe had attended the last meeting and reported the following: - Due to the closure of the Bluebells Centre, the Health visitors would now meet at the village hall on a Tuesday morning to continue their clinics.
- b) A new booking form has been produced for hirers which was proving to be much more user friendly.
- c) A series of electrical work had been completed in the hall. On recommendation, the village hall committee will be looking to replace the centre lights in the future with a more modern design but this is not a health & safety matter and is just for modernisation so there is no immediate requirement.
- d) The village hall AGM will take place on the 20th May. Cllr Sutcliffe is unable to attend and advised that she would email the chairman.

- e) The clerk advised that she has made a block booking for the village hall for a Thursday evening for future meetings and requested that it be raised with the village hall if she could hold a key.

15. SOLAR FUNDING PROJECTS

Cllr Sutcliffe has attempted to contact the officer at ABC regarding the estimated quote of £7k which was given to us by the design planners that we received originally. The contractor quote has increased to £14,176.78. The clerk advised that she would resend the earmarked costs spreadsheet again so that Councillors could see how this would affect the reserves. Cllr Sutcliffe agreed to contact the ABC officer to ask if there were any other quotes that we could consider. **Action: Clerk/Cllr Sutcliffe**

The clerk confirmed that she had attempted to contact the gardener on various occasions but had not received a reply from them. Therefore, in order to move forward, it was suggested that the parish council ask Kenny if he would be interested in taking this forward.

CCTV – Cllr Cox confirmed that it is not possible to put a 360 degree camera on the triangle of land however he is looking into other options and costings and will report further at a future meeting when he has a better idea of costings. **Action: Cllr Cox**

HOTHFIELD HISTORY SOCIETY

The Vice Chairman thanked Mr Rogers (who was in attendance) for his email following last months meeting where he provided further details. The history society require £3600 and have been at this point been granted £500 from another source. Mr Rogers left the meeting and The PC considered the request and agreement was made.

Resolution: The PC agreed to donate £1000 to the History Society.

16. ANNUAL PARISH MEETING 2024

The PC agreed that the Annual Parish Meeting would take place immediately before the Annual Parish Council Meeting at 6.30pm on the 8th May at the Bluebells Childrens Centre.

17. MATTERS FOR INFORMATION BETWEEN COUNCILLORS

Fencing around The Green, Hothfield. Cllr Bell agreed to look into this further as although it has been raised with both ABC and Aspire, no progress had been made.

19. ITEMS FOR THE NEXT AGENDA

No items brought to the attention of the PC.

20. DATE OF THE NEXT MEETING

The chairman thanked all for attending and closed the meeting at 9.20pm. The next parish meeting is scheduled for Wednesday **May 8th 2024**. Cllr Jephart confirmed that he would be unable to attend.

Chairmans Signature:

Date: