

Minutes of

HOTHFIELD PARISH COUNCIL MEETING**Minutes 06/21**Wednesday 1st September 2021 at Bluebells Children's Centre Hothfield

Present: Mr I Lloyd (Chairman), Mr R Vernon, Mr G Cox, Mrs P Sutcliffe

Mrs M Norris (Parish Clerk)

Agenda Item	Description
1.	NOTE OF PERSONS PRESENT Detailed above. Ms Diane Wakeling – Community Warden for Charing & Hothfield was also in attendance
2.	APOLOGIES FOR ABSENCE Apologies for absence were received from Cllr Bell, Mrs Merrion and Mr Cook. Resolution : Councillors approved the reasons for absence of the above members.
3.	DECLARATIONS OF INTEREST OF ITEMS ON THE AGENDA Mr Cox declared an interest in matters associated with the quotation from JPJ Builders.
4	HOTHFIELD WORKS PROJECT Parish Council members visited the site for the proposed fence on the Green. Questions were put to Mr Cox who had previously met with the building contractors on site and possible alternatives to the fence line were considered by PC members. The Parish Council were mindful that the proposal would affect local residents in particular those of whom who access their parking/garages from behind the Bluebells Centre and as such, although the proposal had been included into the September edition of the Hothfield News, the Chairman felt that a period of consultation, where residents had an opportunity to comment, was needed. Quotations received from the two contractors for the above works were submitted to the Parish Council by Mr Cox for consideration. Resolution: The chairman requested that the proposal be brought to the attention of all residents via the Hothfield website detailing how residents could make their comments known. In addition, the clerk would contact the competing contractors to take up references.
	PUBLIC INTERVAL Diane reported that in conjunction with Ashford Borough Council representatives, herself and Mr Cox, arrangements were now in place for the removal of the fly tipped waste in Coach Drive. Precautions to stop future littering of the area were also being addressed. A large tree in Sackville Close was causing parking problems for residents. Residents had reported that if the tree was to be removed it, could equate to a number of parking spaces. Both the clerk and Diane agreed to look at the implications of this.
6.	ACCEPTANCE OF MINUTES FROM JUNE 2021 MEETING

	Minutes 0421 July 2021 were accepted, and it was agreed that the Chairman, Mr Lloyd, should sign them.															
7.	MATTERS ARISING FROM PREVIOUS MINUTES No matters arising.															
8.	PLANNING 18/01592/CONA/AS Ashford Golf Complex , Bears Lane, Bethersden, Ashford, Kent. Discharge conditions 10(ecological mitigation) Hothfield Parish Council – After discussion, it was agreed that a “No comment” response would be made on this application and the clerk would record as such with the Planning Department. 21/01532/AS Hothfield Service Station, Maidstone Road, Hothfield, Kent TN26 1AP. Installation of 2 no. self service car wash bays and screens. The Parish council did have some concerns surrounding the lighting and operating times. It was also a concern that a number of residential properties had not appeared as consultees on the document The Chairman therefore requested that an extension was sought to the application and Mr Vernon would seek views of residents															
9.	BOROUGH COUNCILLOR’S REPORT Although Cllr Bell was unable to attend the meeting due to a prior commitment, she was able to update the PC that she was currently seeking advice from the council officers on whether any steps could be taken to mitigate the nuisance issues surrounding the layby previously reported by Mr Channey.															
10.	REVIEW OF STANDING ORDERS The Model Standing Orders (2020) were reviewed by members prior to the meeting. Resolution Councillors unanimously agreed to continue with the adoption of the procedures.															
	COACH DRIVE A strategy and a way forward to combat the littering and fly tipping in Coach Drive had now been reached between the landowner and ABC. Residents and other visitors to the area have been made aware of the penalty fines for fly tipping via notices and CCTV notifications have been displayed in the immediate area. The chairman and members of the PC felt strongly that in previous years financial assistance had been made available to assist with costs of removing the waste and it was felt that this would be beneficial for all to offer assistance again. Resolution – The Clerk would contact Mr Coles to request that he shares sight of the quotations he receives for the removal of the rubbish with the Parish Council.															
11.	FINANCIAL REPORT 10.1 Accounts to be paid (see below) were agreed and cheques signed. <table><tr><td>Payee</td><td>Method</td><td>Amount</td></tr><tr><td>Salary & Misc</td><td>Chq</td><td>£76.62</td></tr><tr><td>Salary & Misc</td><td>Chq</td><td>£321.98</td></tr><tr><td>EDF</td><td>D/D</td><td>£9.00</td></tr><tr><td></td><td></td><td>£407.60</td></tr></table>	Payee	Method	Amount	Salary & Misc	Chq	£76.62	Salary & Misc	Chq	£321.98	EDF	D/D	£9.00			£407.60
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	<p>10.2 Bank Reconciliation As of 13 August 2021, the balances are as follows: £49,903.26 HPC Reserve Account £100,00 Current Account.</p> <p>10.3 It was agreed that the agenda item covering Earmarked Funds would be discussed at the next meeting when Mrs Merrion would be present. Resolution - Councillors unanimously agreed to pay the above accounts and noted the Direct Debit payment to EDF.</p> <p>Proposed Mr Lloyd Seconded Mrs Sutcliffe</p>
13	<p>HOTHFIELD WORKS PROJECT</p> <p>AW166 Mr Cox advised that as a result of enquiries regarding transferring the AW166 PROW to the route of the AW167 around the church (as an alternative to a permissive path), KCC have advised that the back log for diversion is around 2.5 years from receipt to allocation. Mr Cox will update the PC further when a decision is made in light of this updated information</p>
14	<p>SPEED SURVEY. Mrs Sutcliffe confirmed that the speed survey taking place in September in the 4 selected areas of the village had been agreed with the council and payment had been made. The date of installation had not yet been confirmed to Mrs Sutcliffe or the clerk.</p>
15	<p>HOTHFIELD VILLAGE HALL Mr Cox had attended the last village hall meeting and had issued an email to the PC previously. Mrs Sutcliffe agreed to represent the PC at the next scheduled meeting on Monday 13th September and report to back to the PC.</p>
16	<p>SOLAR FUNDING The parish council were keen to meet again with local residents following the last village meeting where suggestions had been put forward on ways to best allocate the solar monies. Resolution – Saturday 13th November is the set date. Clerk to book village Hall for residents meeting.</p> <p>The clerk had previously sent to all members, details of a company who offered supply and install a Christmas Tree within the village with solar lighting on a rental basis. The parish council discussed this but agreed that the tree next to the post office would be a better tree to illuminate as it is in the centre of the village and seen by all. This tree, in addition to the Christmas tree that is in the confines of the children’s centre, would suffice. The clerk would follow up with ABC to find out if we could illuminate the tree in the village next to the Post Office.</p>
17	<p>GENERAL COUNCIL BUSINESS</p> <p>Correspondence Email from Lenham Parish Council- The Clerk will write to Lenham Parish Council offering our full support in objecting to the large development proposed and request to be updated. KCC Household waste consultation and survey was brought to the attention of all PC members.</p>

	<p>AW129 The clerk will write a letter of thanks on behalf of the PC to KCC for their assistance with unblocking the AW129 which had become very overgrown.</p> <p>PCSO Report – Issued via email prior to meeting.</p> <p>Data Protection – Nothing to report</p> <p>Parish Council Website – Nothing to report.</p> <p>Hothfield Village Facebook Page - The parish council agreed that Mr Cox could advertise his Hothfield Facebook page in the Hothfield Newsletter however no other members of the Parish Council wished to be moderators /administrators for the page and made it clear that views expressed on the page were not that of Hothfield Parish Council.</p> <p>MUGA - Nothing to report.</p> <p>Hothfield Newsletter – Mr Lloyd will contact the editor of the newsletter concerning the Editors role.</p> <p>Parish Council Vacancies – There are still 3 vacant seats on the Parish Council anyone wishing to join the parish council is invited in the first instance to make contact either with Mr Lloyd as Chairman or can contact the clerk.</p>
	<p>ITEMS FOR NEXT AGENDA.</p> <ul style="list-style-type: none"> • Earmarked Funds
19	<p>FORUM FOR EXCHANGE OF INFORMATION</p> <p>Mrs Sutcliffe confirmed that the Garden Competition had been cancelled due to a lack of entries.</p> <p>Mr Cox raised the issue of training and suggested that the clerk should be supported if she wanted to attend the Clerks Annual Conference taking place in September. The chairman agreed. The clerk would look into this further.</p> <p>The Hothfield walking Festival will take place on Saturday 18th September with money raised going to St Margaret’s Church. Admission to the various walks is free but a donation would be appreciated. A variety of food and drink will be made available in the church grounds at the end of the walk. A number of walks have been selected to cover all abilities. Well behaved dogs on leads are welcome on leads unless otherwise stated on a particular walk.</p> <p>Mrs Sutcliffe reported that she would not be able to attend the October meeting.</p>
20	<p>Date of Next Meeting</p> <p>The next meeting is scheduled for Wednesday 6th October 2021</p>

There being no other business the meeting closed at 9.00pm.

Signed _____.

Dated _____