

**HOTHFIELD PARISH COUNCIL**  
**Minutes of A Virtual Meeting of the Parish Council.**  
**Held on Wednesday 3<sup>rd</sup> February 2021 by Zoom Pro**

**1. Present**

Mr I Lloyd (Chair), Mrs M Merrion (Vice Chair), Mrs P Sutcliffe, Mr M Cook, Mr R Vernon, Mr P Theedom, Mr G Cox, Mrs M Norris (Clerk)

**2. Apologies for Absence**

Apologies had been received from Cllr C Bell prior to the meeting due to attendance at another council meeting.

**3. Declarations of Interest**

There were no Declarations of Interest.

**4. Public Interval**

Two members of the public were in attendance.

Mr Martyn Pollock the Vineyard Manager joined the meeting to discuss a potential permissive path alongside the churchyard. Cllr Cox had issued a briefing on this matter to all councillors prior to the meeting. This was a summary of the meeting he had with Mr Pollock and the land owner previously. At the PC meeting Mr Pollock confirmed that he was supportive of the permissive path proposition and that a clearly defined path would make sense to all involved, however he raised a couple of points going forward including the duration of the agreement and the timing of when this would commence. A target of the beginning April was considered although Mr Pollock would like this to be a target at this stage as opposed to a deadline. Note the public right of way is trafficked by a small number of people but the vast majority use a different path. There are no current plans to move the current right of way but if the permissive path became popular and was used, then in the future they may look for it to be moved but currently there are no immediate plans to do so. A small committee was set up to assist and Cllr Cox would lead. There being no other questions from the attended, Mr Pollock left the meeting.

A member of the public sought advice from the PC regarding drainage issues on Park Drive, Hothfield. Members of the PC were able to suggest a contact at ABC who may be able to assist further.

**Clerk to send details**

**5. Minutes of Previous Meeting**

The Minutes of the meetings of Hothfield Parish Council held on 2 December 2020 were approved and confirmed as true records. Amendments to the December minutes included:-

Item 2 *remove* the word required *insert* received.

Item 10 *insert* Following the meeting, Christmas lights were put on the Christmas tree.

Cllr Cox requested that it be noted that he did not attend the meeting as he was unaware a meeting was taking place and had not received the agenda.

The chairman requested that the minutes were approved. Nominated - Cllr Cook, Seconded Cllr Merrion

**6. Matters Arising**

Despite numerous attempts, Cllr Sutcliffe was yet to hear from KCC regarding the Highway Information Plan submitted in November. The clerk has also made attempts to contact personnel It was agreed that the clerk would intervene in this matter if a reply had not been received by the end of next week. **Secretarys Note** *Prior to issuing the minutes, a reply had been received from ABC. Cllr Sutcliffe to update at the next scheduled meeting.*

**7. AW129**

Cllr Cox confirmed that all was progressing well. There had been great co-operation from the land owner. Signage and gates have been made available by both the land owner and the sub-contractor and these will be installed when Covid restrictions allow. Cllr Cox advised that with HPC support he will question the ABC officer further regarding the installation timescale.

**Action: Cllr Cox**

**8. Planning**

**20/01644/AS Land West of 1 to 4 Thanet Terrace, The Street, Hothfield, Kent**

The Chairman publicly thanked Cllr Cox for the work that he had done on this matter. Following conversations with KALC, it had become apparent to Cllr Cox that the work that had been completed was part of HOU5. The PC should now enhance their original objection using the premis of HOU5 that the work completed in the summer of cutting down the trees etc was part of the development and therefore retrospective permissions should have been sought for that part of the development. It was suggested that the PC should now further enhance their original objection. All members agreed that a further letter should be sent to the Planning Officers.

**Action: Cllr Cox/Clerk**

**9. HOU5 (Residential Windfall Development in the Countryside)**

Cllr Cox provided background to the PC that in 2018 Hothfield was not covered by HOU5 due to our size. It was deemed that we would be unable to contribute enough due to our housing and suggested that we find neighbouring villages to amalgamate with, the parish did this but was not advised by ABC that, as a result of this, they were now included therefore when the revised local plan was issued, HPC were not aware that they has been included and thus remained unaware that HOUS application was available to the village. Cllr Cox suggested for the future that a view of the village is photographed. A decision was not made on this at this stage.

**10. Borough Councillors Report**

**Lakeside Nursing Home, Chapel Road, Hothfield**

Although Cllr Bell had been unable to attend the meeting, she had provided the PC with an update concerning the above development. Although the application was due to be considered by the planning committee on account of its size and scale, due to changes in delegated powers, this is no longer automatically the case and the application now falls within the delegated decision category.

Cllr Bell has requested that the application is called in to Planning. The PC chairman advised that the PC would have the option of appearing before the planning committee to make our case. Alternatively we may submit a pre prepared statement. It was agreed that the PC would adopt a planning sub committee to take this forward (Cllr Merrion , Cllr Theedom & Cllr Vernon).

**Action: Clerk & Sub committee**

**11. Financial Report**

**11.1 Expenditure** The following payments were agreed in accordance with the budget:

<b>Payments</b>	<b>£</b>
EDF Energy	£9.00
Salaries	434.35
Historical Society	200.00
Pilgrims Hospice	500.00
St Margarets Church	500.00
Zoom Invoicing	14.39
<b>Total</b>	<b>1657.74</b>
<b>Receipts</b>	<b>£0.00</b>

**11.2 Bank Reconciliation** as of 13 January 2021, £48,376.96.

The clerk advised that future contributions to the various societies should be made at the beginning of the financial year. This was agreed.

Online Banking – Although this facility may be available to the HPC shortly, it was agreed that cheques issued via the clerk with 2 members as signatories would still be the preferred method of payment albeit that the option of online banking would be available should we ever need to use it.

**12. Solar Funding Projects**

Although this matter is ongoing the clerk reported that she is meeting with a representative from Kompan this week to discuss ideas regarding an outdoor gym / skateboard Park.

The clerk also reported that she had received an email from Quintas Energy requesting an update as to how the solar funding contribution for 20/21 had been spent. The clerk will email a response updating them on the residents meeting and the suggestions put forward.

**Action Clerk**

**13 General Council Business**

**13.1 Correspondence** – 3 emails previously submitted to the PC were discussed :-

Antisocial behaviour in the old school park – This has been raised with the Community Police Support Officer who will look into this further and arrange for a police vehicle to patrol the area.

Nature Reserve Car Park Cades Road – Reports of pot holes have been reported to KCC and the Kent Wildlife Trust. Cllr Merrion also suggested that the pot holes in Ram Lane (A20 end) also need to be reported. The clerk agreed to do this as soon as the KCC website was working again to report them.

**Action Clerk**

Responsibility for cleaning the spillways (Near the Old Dairy , Old Barn, Old Sawmill) Cllr Cox has visited the area and spoke with the occupier regarding this matter in more depth.

**13.2 PCSO Report** Issued to all prior to the meeting.

**13.3 GDPR** No issues had been raised.

**13.4 Website** Nothing to report.

**13.5 Muga.** Nothing to report.

**13.6 Village Hall.** Cllr Theedom had issued the December report to all PC members prior to the meeting. Concerning the survey, a reasonable response has been received so far. He expected to provide further details about the survey's findings at the next months meeting.

**13.7 Hothfield Newsletter** – Nothing to Report.

**13.8 Clerk's Report**

It was agreed that the clerk should contact a local locksmith to repair the parish noticeboard.

14. **Items for the Next Meeting** - No items were suggested.

15. **Forum for exchange of Information**

Cllr Cox agreed to write an item for the Hothfield Newsletter which provided details about the permissive pathway that would join the AW 167.

**Action Cllr Cox**

Cllr Sutcliffe suggested that the PC put an update in the newsletter concerning the solar funding. The Chairman agreed to provide a piece for the newsletter.

**Action Chairman**

Cllr Merrion provided an update on the meeting held with ABC and the proposed development of social housing in Plantation Close - Although discussed at the meeting, ABC are yet to send a link that could be put into the newsletter regarding the proposed plans. Also discussed was that if any Hothfield residents were eligible for this type of wheelchair accessible social housing and already on the housing list for social housing, then they may be considered as a priority. Also parking bays may be considered in replacement of the garages. The clerk agreed to liaise with Clare Powell at ABC for the link.

**Action Clerk**

Cllr Vernon – Reported that the website needed to remove the Christmas greeting the clerk would action accordingly.

**Action Clerk**

The Chairman raised the issue of a collapsed drain on the grass verge, opposite to Oakover Nursery on the grass verge. Clerk to report to KCC

**Action Clerk**

**Date of next meeting** Wednesday 3<sup>rd</sup> March 2021

The being no other business the Chairman closed the meeting at 20:25hours.

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