

Hothfield Parish Council

Minutes No: 196

Minutes of the Parish Council Meeting held on Wednesday 6 May 2020 by Video Call

Present: Mr I Lloyd (Chair) Mrs M Merrion (Vice Chair) Mrs P Sutcliffe, Mr M Cook, Mr R Vernon, Mr G Cox, Mr P Theedom & Mrs C Bell (Borough Councillor) Mrs M Norris (Clerk)

Attendance: Mr Clive Stanley, Member of the Public

1. APOLOGIES FOR ABSENCE
Cllr Bell had sent her apologies as she had a prior meeting with the ABC planning Committee.
2. DECLARATIONS OF INTEREST BY COUNCILLORS ON AGENDA ITEMS
None Received
3. PUBLIC INTERVAL
The meeting was open to the Members of the Public present via video call during which time a resident put forward comments regarding Planning Application No: 200/00484/AS. Please see comments submitted to ABC on the Planning Application List at the end of this document.
4. MINUTES OF PREVIOUS MINUTES
The minutes of the previous meeting were agreed however were not signed off due to social distancing restriction. Proposed Mrs Margaret Merrion Seconded Mrs Penny Sutcliffe
5. MATTERS ARISING FROM PREVIOUS MINUTES
Cllr Theedom questioned which of the NALC Standing Orders HPC had adopted and whether they were open to local amendments. The Clerk agreed to look at this and report back to the Parish Council.
6. PLANNING
200/00484/AS - Please see comments submitted to ABC on the Planning Application List at the end of this document. Two letters were proposed for ABC one detailing concerns with the planning application submitted and a further letter concerning the enforcement of previous applications as residents had raised concerns that previous provisions were not being upheld. Both letters were also to be copied to Clair Bell the Borough Councillor. 200/00605/AS Please see comments submitted to ABC on the Planning Application List at the end of this document.
7. PLANNING CONSIDERATIONS DURING COVID
Cllr Cox brought to the attention of the PC the KALC intention to write to Ashford Borough Council concerning the recent ministerial statement about working hours of the building sector during the COVID crisis.
8. BOROUGH COUNCILLORS REPORT
No report was submitted.

9. FINANCE PAYMENT OF ACCOUNTS FOR JUNE 2020

Accounts to be paid

The PC agreed the payment of the following accounts:

EDF Energy £9.00 Direct Debit

<u>CHQ No</u>	<u>ITEM</u>	<u>AMOUNT</u>
1598	Salary & Expenses	£ 282.98
1599	Salary	£ 118.80
	Total:	401.78

Bank Balance

As of the 13 May the balance at bank current account – £44,916.88 Including Solar Funding of £11,018.95 –

There was some discussion concerning how the Parish Council show earmarked funds for the financial year and depreciation costs. Cllr Merrion agreed to discuss this further with the auditor.

Internal Auditors Report

The auditor's report has not been completed at this time (due to lockdown) Cllr Merrion and the Clerk had reviewed the documentation and will now contact Lionel Robbins, the internal auditor.

Completion of Certificate of Exemption

Not yet completed

10. VILLAGE HALL ACCOUNTS

Due to the current situation there had been no further meetings or developments on the Village hall although an email from Steve Hogben dated 22/05 had detailed the end of year accounts for 19/20 and included the welcome news that they have been given a one off grant of £10k from ABC.

11. GENERAL BUSINESS

Correspondence

Councillors did not bring any emails to the attention of the Council.

An email from a local resident concerning the Vineyard had been responded to during the period between meeting and a response has now been given by ABC. The resident asked that her comments remain noted by the PC. The clerk brought this to the attention of the Chairman who agreed and noted the comments.

The Chairman requested that the Clerk formally respond on behalf of the PC to a letter of complaint that had been received. It was agreed that the HPC response should be sent via recorded post to ensure its safe receipt.

PCSO Report

A copy of the report had been issued to all Councillors prior to the June meeting.

MUGA

Cllr Cook confirmed that the MUGA was displaying a closure notice issued via ABC.

***Secretarys’ Note – Since the meeting the MUGA has now reopened, however social distancing guidelines should be adhered to.**

Data Protection

Nothing to report.

Parish Council Website

Mr Stanley informed Councillors that the new website was now live, a query had been raised with Hugo Fox as to why the tracking tool for planning applications was not working. Hugo Fox had requested that we provide them with the details of the software package that ABC Planning Department currently use. The clerk agreed to find out. Mr Stanley also suggested that the clerk could now complete initial training on the website albeit by telephone.

Clerk’s Report

The clerk spoke about the Microsoft One Drive which allows HPC to store documents in the cloud. Previously Cllr Cox had asked for a list of all documents stored which were several 100. The Clerk questioned if this was still required and it was agreed that a screen shot list would be made available.

12. ITEM FOR JULY AGENDA

No additional items were put forward.

13. FORUM FOR EXCHANGE OF INFORMATION

Cllr Cox advised members that the AW129 was blocked and agreed he would investigate this further and contact KCC to find out if there is an extant blockage case and report back accordingly.

Cllr Sutcliffe suggested that the PC take this opportunity to investigate the solar funding proposals further which will facilitate a more meaningful meeting with local residents when we are in the position to proceed.

There being no further items for discussion the Chairman closed the meeting at 8:50pm

Signed Dated

Chairman

Hothfield Parish Council

Planning Application Record- June 2020

To be discussed at June 2020 meeting

200/00484/AS	<p>Unit 4, Paddocks Farm, Bethersden Road, Hothfield, Ashford, Kent, TN26 1EN Proposed external lighting and extractor ducting to building approved under 15/01468/AS Parish Council: Commenting (See supporting letter) Borough Council</p>
200/00605/AS	<p><i>Taktec, West Street, Hothfield, Ashford, Kent, TN26 1ET</i> Replaced rotting and hazardous fences around the perimeter of the property with 2-metre-high standard fences with concrete posts. Parish Council: Supporting with recommendations that the posts and panels are consistent with those already in place in terms of materials used. Borough Council</p>

Planning Decisions Received

	None Received