



# HOTHFIELD PARISH COUNCIL

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**Minutes of the Full Parish Council Meeting held on Thursday 8<sup>th</sup>  
January 2026 at 7.00 pm in the Village Hall**

**Present:** Chairman Ian Lloyd, Cllrs Penny Sutcliffe; Georgie Fletcher; Martyn Pollock

**In attendance:** Clerk Mrs Marie Norris

The Vice Chairman opened meeting at 7.00 pm

## **26/01/1 Apologies for Absence**

Cllr C Bell (Ashford Borough Councillor) Cllrs, Graham Cox, Simon Jephart, Gary Bowker

## **Approval of Absence**

Councillors approved absences from Cllr Cox, Cllr Jephart & Cllr Bowker

## **Declarations of Interest**

The Chairman called for Declarations of Interest:-

- a) No declarations of changes to the Register of Interests.
- b) No Requests for Dispensation.
- c) No Declarations of Lobbying

## **26/01/2 Public Interval**

Three members of the public were in attendance and raised concerns regarding the behavior of a resident and its impact on public order. It was noted that the matter does not fall within the remit of the Parish Council however, the Council acknowledged the concerns raised and confirmed that these would be passed on to the relevant authorities.

## **26/01/3 Acceptance of Previous Minutes & Matters for Report**

The minutes of the December Meeting were agreed and accepted as a true record and were signed by the chairman.

## 26/01/4 Borough & County Councillors' Report

Cllr Eustace And Cllr Bell were unable to attend the meeting and had sent apologies.

The PC agreed that the newsletter submitted by Cllr Eustace was not suitable for publication on the Parish Council website or in the Hothfield newsletter as the Parish Council must remain non-political. It was agreed that this would be communicated to Cllr Eustace, with thanks for the update and an explanation that political reports cannot be published through Parish Council channels. **Action: Chairman**

## 26/01/5 Progress and Update of Resolutions from last meeting

The clerk had investigated savings accounts with a better interest rate, and had issued details to the PC prior to the meeting. It was agreed that the council would look to open a Virgin savings account. The clerk would facilitate. **Action: Clerk**

## 26/01/6 Planning

Case Reference: PA/2025/2286

Location: 2 Beech Drive, Hothfield, TN26 1EA

Proposal: Proposed two storey side and single storey front porch extensions with changes to fenestration

Comments deadline: before 09/01/2026

**Resolution** - The parish council considered the above application and voted in support with no further comments.

## 25/01/7 Bank Reconciliation

Balance Per Cash Book		Balance at Bank	
Opening Balance	£55,869.21	PC Reserve Acc	62,226.68
Add Receipts Precept	£7,750.00	PC Reserve Acc (70)	1076.54
Interest NatWest	£ 0.93		
Interest NatWest Reserve Acc	£57.27	PC Current Account	100.00
		PC Youth Acc	<u>1369.86</u>
		Less Earmarked Funds	43,661.53
<b>Total</b>		<b>Total</b>	<b>21,111.55</b>

## b) Receipts Received

Natwest Interest - Business Reserve Account £0.78

Natwest Interest - Business Reserve Account (2) £47.59

## c) Accounts for Authorisation for December

Payee	Description	£	Chq No
K Marden	Salary	401.61	001908
M Norris	Salary	541.45	001907

Publicstar	Christmas Prizes (Inv 2574)	84.00	001906
Publicstar	Newsletter Printing (inv 2565)	171.20	001905
HMRC	Mth 9	117.33	001909
Hmrc		98.70	001910
St Margarets Church	Grass Cutting	500.00	001911

**Resolution** Councilors agreed the payments listed.

#### **Earmarked Reserves**

Opening Balance 01/04/25			
	Balance	+ /- Dec	Balance
MUGA Maintenance	9,057.83	0	8937.83
Village Projects	2,021.05	0	2,021.05
Solar Funding	25,117.20	0	31,332.79
Youth Project	1369.86	0	1,369.86
	<b>Total £37,565.94</b>		<b>Total 43,661.53</b>

#### **26/01/8 Correspondence brought to the attention of the PC for discussion.**

- Highways Improvement Engagement Officer – The email advising of a change of officer and therefore minor delays to the Highways Improvement Plan until the new officer was in post (late March) was brought to the attention of the PC.

#### **26/01/09 Muga**

The Clerk had contacted two companies to enquire about replacing the bulbs in the floodlights on the MUGA and was awaiting a response. It was also noted that Aspire have access to a cherry picker, and it was suggested that they could be contacted to see if they might be able to assist. **Action – Clerk**

#### **26/01/10 Village**

Cllr Sutcliffe advised that the Village hall committee was due to meet on Wednesday 14<sup>th</sup> January due to a change of diary dates.

Bookings Clerk - The clerk reported that the Village hall Chairman had been in contact to let us know that a vacancy for a bookings clerk had arisen and would be advertised on the Village Hall website.

Lease Agreement – Having read the current lease agreement between ABC and Hothfield Parish Council, Cllr Williams agreed to investigate if he was able to write a sub lease for use between Hothfield Parish Council and the village hall. **Action – Cllr Williams**

#### **26/01/11 Community Projects**

Video doorbell-Ongoing with Cllr Lloyd

Defibrillator – An application has been submitted by the clerk to the Community Defibrillator Scheme (07/01/26) and the PC are expected to hear the outcome within 8 weeks. The clerk will keep the PC updated on progress. Concerning the sighting of the unit Cllr Pollock will liaise further with the owners of

the post office.

**26/01/12 External Meetings**

Nothing to report.

**26/01/13 Matters for Information.**

Concerns regarding a property in Sackville Close were raised by the Parish Council, noting that building work was taking place and the site did not appear to be adequately secured, giving rise to potential health and safety concerns. The Clerk agreed to raise the matter with the planning department at ABC.

**Action: Clerk**

**26/01/14 Date of the next meeting & Items for agenda.**

The next meeting is scheduled for 12<sup>th</sup> February 2026. No items were raised for the agenda

Signature

Date