

# HOTHFIELD PARISH COUNCIL

## MINUTES 191

### Minutes of the Ordinary Parish Council Meeting held at The Bluebell Centre, Hothfield, on Wednesday 6 November 2019 at 7.00 pm

**1. PRESENT:** Mr I Lloyd (Chair), Mrs M Merrion, Mr M Cook, Mr G Cox,  
Mr R Vernon, Mr Theedom,

**PARISH CLERK:** Mrs M Norris

**BOROUGH COUNCILLOR:** Mrs C Bell (Not in Attendance)

**MEMBERS OF THE PUBLIC:** There were 9 Members of the Public in attendance.

#### **2. APOLOGIES FOR ABSENCE**

An Apology for Absence was received from Mr R Vernon and Borough Councillor, Mrs C Bell. Councillors unanimously approved the Reasons for Absence submitted by Mr Vernon.

**2.1** The Chairman advised that regrettably Mr Fothergill had made the decision to stand down from the Parish Council. A letter of resignation was passed to the clerk dated 17 October 2019.

#### **3. DECLARATIONS OF PECUNIARY INTEREST AND SIGNIFICANT INTEREST**

Mrs Sutcliffe expressed an interest in item 13 and signed the book.

#### **4. PUBLIC INTERVAL**

There were 9 Members of the Public present many of whom spoke and raised the issues below: -

Planning item 19/01387/AS- There was a very strong local objection to this item which was voiced by numerous members of the public. Although the chairman had recently visited the premises, he agreed to attend the site with members of the parish council before submitting finding to the planning committee.

Wood Protection Order. Agreed by the PC members that the clerk would contact ABC to seek a preservation order.

Highways Diversion signs were still around the area following the completion of the work and it was requested that they be removed.

Mid Kent Water / Southern Water

A drain cover located at Meadow View on the street was broken and leaking although an inspection had been carried (blue markings around the area suggested an inspection had been made however it remained a concern and needed reporting)

Cades Road / Station Road residents requested that they be included as part of the 50-mph scheme. Clerk to follow up.

The Grit Bin at Church Road. Could it be filled and if so when? Clerk to investigate as order already been processed for Hothfield.

Acts of criminal damage to cars in Hothfield had been reported to the PCSO. The number of incidents of motorbikes riding on the green and churning the land were still occurring the local PCSO had been made aware of all the incidents of anti social behaviour. Unfortunately, he was unable to attend the meeting however the chairman agreed to raise at the next KALC which hopefully would aid attendance.

**5. ACCEPTANCE OF MINUTES OF PREVIOUS MEETING**

Minutes 190 of the meeting held on 2 October 2019 were accepted and it was unanimously agreed that Mr Lloyd should sign them.

**Proposed Mr Lloyd**

**Seconded Mr Cook**

**6. MATTERS FOR REPORT ARISING FROM PREVIOUS MINUTES**

There were no Matters for Report not covered on the agenda.

**7. BOROUGH COUNCILLORS REPORT**

Cllr Bell was not in attendance at the meeting; however the chairman updated the Cllrs re her email concerning 19/00921 where currently a senior member of the planning team has picked it up and will report back soonest

**8. A20 OVERNIGHT LORRY PARKING RESTRICTIONS SCHEME**

Chairman updated the Councillors re Cllr Drury's email "

Clamping for HGVs parking overnight started again 16th September 2019

It is now a permanent arrangement for the 5 miles of the A20 between Drovers and Charing roundabouts, and some other parts of Ashford.

HGVs that park up overnight between 8pm and 7am are liable to get clamped, which involves paying a fee of £150 to get the clamp removed. I have seen several trucks that have been clamped since 16th September. Some nights they may get away with it if the clamping team are not out that night but there is a high chance they will be clamped, and few want to risk it.

HGVs are allowed to park up during the day where it is safe to do so along the A20, between 7am and 8pm.

The Road Traffic Order (RTO) that is the legal instruction to HGV's not to park overnight between 8pm and 7am came into force on July 15th, but the enforcement process of clamping that makes the RTO effective, had to wait until the Department of Transport agreed to enable clamping to be restarted on the 1st offence in the area covered by the RTO (it is normally the 3rd offence for HGVs) and to the Unclamping fee to be increased to £150 from the usual £40. These changes were needed to cover the cost of the enforcement specially trained ABC traffic wardens go out at night with the Clamping contractors; usually on 2 or 3 nights week.

## 9. FINANCE

### Earmarked Funds

	Assumed Balance 04.10	+/- November Payments	Expected Balance December
<b>MUGA</b>	1799.54	-3.00	1796.54
<b>EDF November</b>			
<b>Salaries and Other Costs Mr Marden Mrs Norris</b>	2507.47	-106.73 -273.86	2126.88
<b>Bus Shelter</b>	551.60		551.60
<b>Garden Competition</b>	390.02		390.02
<b>Village Project</b>	705.64		705.64
<b>Village Fete</b>	1793.31		1793.31
<b>Hall Rent for Squad 26</b>	NIL		NIL
<b>TOTAL</b>	<b>7747.58</b>	<b>-383.59</b>	<b>7363.99</b>

### Bank Balance

#### Hothfield Parish Council - Bank Reconciliation as at last Bank Statement

<u>Balance per Cash Book</u>	<u>Balance at Bank</u>		
Opening Balance	32765.19		PC Reserve A/C 35753.41
Add Receipts in Year	6239.99		Plus, u/c Receipts 0.00
	<b>39005.18</b>		<b>35753.41</b>
Less Payments in Year	4316.43		Less u/c Cheques 1164.66
	<b>35559.66</b>		<b>34588.75</b>
Less Earmarked Funds	7084.35		PC Current A/C 100.00
	<b>27604.40</b>		<b>34688.75</b>
			Less Earmarked Funds 7084.35
			<b>27064.40</b>

**Hothfield Youth Account - Bank Reconciliation – as at last Bank Statement**

Opening Balance	2402.80	Business Current a/c	1369.86
Add Receipts in Year	<u>0.17</u>	Plus, u/c Receipts	<u>0.00</u>
	<b>2402.25</b>		<b>1369.86</b>
Less Payments in Year	<u>0.00</u>	Less u/c Cheques	<u>0.00</u>
	<b>2402.25</b>		<b>1369.86</b>
		Direct Reserve a/c	<u>1032.39</u>
			<b>2402.25</b>

**Accounts to be Paid**

PAYEE	CHQ NO	DESCRIPTION	NET £	VAT £	GROSS £
Parish Clerk		Salary	273.86		273.86
Litter Picker		Salary	105.93		105.93

Mr Cook, & Mrs Sutcliffe countersigned the cheques.

**9.2 Solar Spending**

Ongoing item, further developments expected when we can confirm that the funds are in place.

The Clerk informed the parish council that the September precept had been deposited. For planning purposes parish expenditure information would be required by 10 January 2020.

**10. CORRESPONDENCE AND GENERAL COUNCIL BUSINESS****Correspondence**

A paper copy of the KALC/AGM voting forms and accompanying paperwork were passed to the Chairman. No further written correspondence was received.

**Email Correspondence – all forwarded to Councillors**

Other than Mr Fothergills' resignation, the Councillors did not bring any emails to the attention of the meeting.

**PCO's Report**

Although invited, PCSO Newell was unable to attend the meeting, however this is a continuous invite from HPC for attendance whenever convenient. All Councillors had seen the PCSO report.

**11. Data Protection**

Nothing to report.

**12. Review of Parish Council Website**

Mr Stanley presented to the PC on the situation so far. It was agreed that the Clerk would refer to a previous paper submitted in January and speak with Hugo Fox to satisfy themselves that their proposal is in line with the regulations that we need to adhere to. The Clerk along with Mr Stanley will work together on the way forward.

**13. Risk Assessment**

Cllr Merrion reported that the first part of the risk assessment had been completed and that she would produce a report in due course. The financial risk assessment is yet to be completed as we are not yet in receipt of this year's statements to enable us to proceed.

**14. Community Payback Scheme**

There was nothing to report on this item and it is normally lead by Mr Fothergill. As such the item will be removed as an ongoing agenda item in future and reinstated should there be any requirement to do so.

**15. A20 Speed restrictions**

Ram Lane signage:

**16. Southern Water**

The works were ongoing with a potential end date of February. However, residents were concerned about the mess left in the road and clerk to write to them requesting they sweep up and wash down the areas they have been working in.

A Drain blocked in the Street a few 100 metres south of the shop had also been reported via a resident.

**17. Village Hall Alarm.**

Clerk to clarify previous funding arrangement.

**18. Report from KALC Meeting**

There was not a meeting during this period, Both Mr Cox and Mr Lloyd were aware of the date change to the next meeting. Mr Lloyd will attend the next meeting on behalf of the Parish Council.

**19. Protection of MUGA**

Nothing to report against this agenda item.

20. **BREXIT**

Nothing to report, however the item is to remain as an agenda item.

21. **Transport**

Although Mr Vernon was not in attendance at the meeting. A copy of the email that he had submitted to Stagecoach concerning the bus timetable had been made available. It was agreed that the clerk would also write to Stagecoach on behalf of the PC raising our concerns.

22. **Hothfield News**

Mrs Sutcliffe explained that following the speedy move of Hedley. That the printer had been moved to her and that the print run for the November issue was being prepared by her husband and that it would be distributed in the following days. Although no one has yet to be appointed to take over the roll of editor. A job advert is in the current edition of the magazine.

23. **Planning**

Although Item 11. The chairman brought this agenda item to the front of the meeting there by allowing the members of the public who had attended to voice their concerns. Although the areas below were

**19/01387/AS - Unit 1-4 Paddocks Farm, Bethersden Road, TN26 1EN**

site visit to be arranged via Chairman.

**Wood Protection Order, Bethersden Road**

It was agreed that clerk would contact ABC to seek a preservation order.

**19/01496/AS 1 Hall Farm Cottage, West Street, TN26 1EX**

Support by HPC.

24. **Items for the Next Agenda**

- Transport

24. **FORUM FOR EXCHANGE OF INFORMATION BETWEEN COUNCILLORS**

Following discussion, the Chairman & Cllr Cox agreed to raise planning processes as an agenda item for the December meeting.

Mrs Sutcliffe expressed her wishes that Mr Cook be publicly thanked for all his work and efforts he has committed to weeding and tidying the MUGA area.

Mr Theedom advised the PC that he would attend the KALC Parish Seminar.

Mr Cox raised concern that the 3m high entrance gate at the Mather Smith premises was not on the original application form.

Mrs Merrion reminded those who have yet to do so, to attend the NatWest Bank and sign the mandate.

The Chairman, Mrs Sutcliffe & Mrs Merrion will meet at a date to be advised to discuss the budgetary commitments for 20/21. Clerk to send supporting paperwork.

The meeting with the village hall committee to be scheduled.

There being no other business the meeting closed at 9.15 pm.

Signed ..... Dated .....  
Chairman

# HOTHFIELD PARISH COUNCIL

## PLANNING APPLICATION RECORD

### 2019

To be discussed at November 2019 meeting

<b>19/01387/AS</b>	<b>Units 1 to 4, Paddocks Farm, Bethersden Road, Hothfield, Ashford, Kent, TN26 1EN (Extension Requested from original Date of 28/10)</b> Addition and enlargement of access doors to west elevation; installation of Windows and fire escape to south elevation.
	<b>Wood Protection Order:</b>
<b>19/01496/AS</b>	<b>1 Hall Farm Cottage, West Street, Hothfield TN26 1EX (Comments deadline 23/11)</b> Erection of store on rear of garage.