

Minutes of

HOTHFIELD ANNUAL PARISH COUNCIL MEETING**Minutes 05/21**

Wednesday 7th July 2021 Hothfield Village Hall

Attendees: Cllr Merrion (Vice Chairman), Cllr Vernon, Cllr Cox, & Mrs M Norris (Parish Clerk)

| Agenda Item | Description |
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| 1. | NOTE OF PERSONS PRESENT As detailed above. Members of the public were also in attendance, alongside a representative from the village hall committee. |
| 2. | APOLOGIES FOR ABSENCE Apologies received from Cllr Bell, Cllr Lloyd, Cllr Sutcliffe & Cllr Cook. |
| 3. | DECLARATIONS OF INTEREST OF ITEMS ON THE AGENDA None Received. |
| 4. | PUBLIC INTERVAL A local resident questioned the parish council as to whether the hedge outside the village hall could be cut back. The PC agreed to ask Mr Howard if he would be prepared to continue to do this as he had now resigned from the village hall committee. <div style="text-align: right;">Action: Clerk</div> |
| 5. | ACCEPTANCE OF MINUTES FROM JUNE 2021 MEETING The Minutes were agreed and signed off by the Vice Chairman. |
| 6. | MATTERS ARISING FROM PREVIOUS MINUTES (Items for discussion only. No decisions can be made under this heading) No matters were arising. |
| 7. | PLANNING 21/01003/AS The Ashford Golf Complex, Bears Lane TN23 3BZ Reserved matters application (details relating to layout, scale appearance and landscaping) pursuant to condition 1 of outline planning permission 18/01592/AS for the erection of 10 No, detached dwellings together with associated infrastructure including details of parking/garaging (condition 5), cycle parkin(condition 6), compliance with nationally described space standards. Hothfield Parish Council had no comment to make on this application. |

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| 8. | BOROUGH COUNCILLOR'S REPORT No report had been received. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9. | REVIEW OF STANDING ORDERS Model Standing Orders 2020 Version had been distributed to all prior to meeting. It was agreed that the review was rescheduled for the September meeting. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10. | 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 001652</td><td>£120.88</td></tr><tr><td>Salary & Misc</td><td>Chq 001653</td><td>£368.51</td></tr><tr><td>Satswana</td><td>Chq 001654</td><td>£180.00</td></tr><tr><td>EDF</td><td>D/D</td><td>£9.00</td></tr><tr><td>Audit Fees</td><td>Chq 001655</td><td>£90.00</td></tr><tr><td>KALC</td><td>Chq 001656</td><td>£60.00</td></tr><tr><td>Mrs Flynn</td><td>Chq 001657</td><td>£3.50</td></tr><tr><td></td><td></td><td>£831.89</td></tr></table> 10.2 Bank Reconciliation As of 30 June 2021, the balances are as follows: £51,783.73 HPC Reserve Account £100,00 Current Account. 10.3 Cllr Merrion agreed that the subject of earmarked funds be discussed at the next meeting where more councillors would be present and able to comment. It had been brought to the attention to the Parish Clerk following the recent audit that the parish council need to formally adopt the budget at a parish meeting (Nov/Dec) and set the precept. Although this is currently done by the Finance working group it must be issued to all Councillors and at a parish meeting this should be adopted and the precept set. This should then be minuted accordingly. Cllr Merrion agreed that this would be raised at the next meeting. The Parish Council confirmed that a community funding grant of £1500 had been received from ABC for the village Hall. Due to the uncertain nature of the hall at present. It was agreed that the PC would retain the grant temporarily until the village hall's committee were in a position to take ownership. | Payee | Method | Amount | Salary & Misc | Chq 001652 | £120.88 | Salary & Misc | Chq 001653 | £368.51 | Satswana | Chq 001654 | £180.00 | EDF | D/D | £9.00 | Audit Fees | Chq 001655 | £90.00 | KALC | Chq 001656 | £60.00 | Mrs Flynn | Chq 001657 | £3.50 | | | £831.89 |
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| | | £831.89 | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | FLYTIPPING ON PRIVATE LAND Short /Longer Term Solutions. Cllr Cox requested that this item be rescheduled for the next meeting. The Vice Chairman agreed to this. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | HOTHFIELD WORKS PROJECT Muga Fencing- A local company had been to scope the job and would be submitting a quote shortly to Cllr Cox. As some time had passed between securing two quotes, Cllr Cox had requested that the PC ask the original company to re submit their quotation and offer a payment of £30 to cover their expenses for the previously nugatory work. The PC agreed to this. | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | Vineyard Permissive Pathway. Arrangements were ongoing and Cllr Cox would update PC members further at the next meeting. |
| 13 | SPEED SURVEY. Although Cllr Sutcliffe was not at the meeting, she had forwarded the response from KCC along with the quotation of £440 plus vat for speed surveys commencing in September. The PC agreed to proceed with this and asked the clerk to confirm the booking. |
| 14 | HOTHFIELD VILLAGE HALL Recently the Village hall has found itself in unprecedented territory with not enough members to formally convene. In order to make residents aware of this and how this could potentially mean the closure of the hall, an article had been written for the Hothfield News and the front page displayed on the notice board. The parish clerk had also made contact with Rural Kent to find out what was the next course of action. At the same time John Sweeney from the Village hall committee had also been looking to recruit new members to the Village hall and he advised the parish council that 2-3 people had expressed an interest in the role of the committee and he was now in a position to hold a meeting of the village hall next week and hopefully elect new members. No PC members volunteered to represent the village hall at the meeting next week, but it was hoped that Mr Sweeney would report back on the hall progress to elect new members. The parish clerk reiterated that although at present she was acting as the bookings clerk for the hall that this was a temporary arrangement and hoped that the village hall would be in a position to recruit a bookings clerk soon. |
| 15 | GENERAL COUNCIL BUSINESS Due to a limited number of Councillors in attendance it was agreed that these topics covered under this item would be revisited next month |
| 16 | ITEMS FOR NEXT AGENDA. Earmarked Funds All items from General Council Business Fly tipping Vineyard Permissive Path Hothfield Village Hall Committee Solar Fund |
| 17 | FORUM FOR EXCHANGE OF INFORMATION Protection of users of the AW166, AW167 and the Greensand Way. Cllr Cox reported that he is in communication with Kelly Garrett at KCC on this matter. A20 Lorry Parking – Following the recent rejection by government to extend powers given to KCC on lorry parking, Cllr Cox suggested that the PC seek advice from Cllr Bell as to how this will affect parking restrictions on the A20 layby. |
| | Date of Next Meeting The next meeting is scheduled for Wednesday 1 st September 2021 |

There being no other business the Vice Chairman closed the meeting at 20:15hrs

Signed _____.

Dated _____