

Minute Ref HPC07/22

HOTHFIELD PARISH COUNCIL

Minutes of the Parish Council Meeting held

on the 21st September 2022 at 7.00pm in Bluebells Centre Hothfield

1.Note of Persons Present: Cllr Lloyd (Chairman), Cllr Sutcliffe, Cllr Pollock

In attendance : Mrs M Norris, Clerk to the Council.

2.Apologies for absence

Apologies were received from Cllr Merrion (Vice Chair), Cllr Cook. ABC Cllr Bell

The Chairman welcomed everyone to the meeting and in light of this being the first meeting following the death of HM Queen Elizabeth a minute silence was adhered to:

3.Declarations of Cllrs Interest in items on the Agenda

There were no declarations of Cllrs interest in items on the agenda.

4. Public discussion and Parishioners questions.

No members of the public were in attendance.

5. Minutes of the last Meeting & Matters arising.

The minutes of the meeting held on the 6th July were approved and signed by the Chairman.

Proposed: Cllr Lloyd Seconded: Cllr Pollock

Matters Arising: Turners' development in West Street: Following a pre planning discussion with interested parties at an open meeting, copies of the plans had been made available on the Hothfield website. It was agreed that in future pre planning documentation would not be publicised on our website unless prior agreement had been sought.

7. Planning & Enforcement

There had been no planning applications received in this period. The clerk agreed to look investigate why we no longer received weekly planning reports.

Action: Clerk

8. Borough Councillors Report

Cllr Bell had sent her apologies as she was unable to attend the meeting due to the late alteration of date. No report was provided.

9. Financial Reports

The bank reconciliation as of was £62'451.27 as of 13th September 2022.

The following accounts were approved for payment

001717	M Norris	£334.14
01718	K Marden	304.59
01719	ICO Data Fee	40.00
01703	Publicstar	116.32
		£805.00

A monthly payment via direct debit of £10.00 to EDF was noted.

Review of payments to Church for grass cutting. It was agreed that the Clerk would contact the treasurer to find out how much the grass cutting has increased to. **Action: Clerk**

Concerning the donation made by the PC to the Pilgrims Hospice on behalf of the volunteer litter pickers, the clerk agreed to contact Shelia to find out the current number of volunteers. This would ensure that the correct amount for a donation was considered prior to setting the budget in December 2022. A copy of the thank you letter received from the Pilgrims Hospice following this year's donation was passed to the Chairman for inclusion in the Hothfield News. **Action: Clerk**

An application for Rural Kent Membership was put to the PC. Cost of membership would be £90.00 per annum. The Chairman suggested that we invite Rural Kent to a future PC meeting to understand their role further and discuss the benefits of joining. **Action: Clerk**

11. HPC complaint to KCC re road closure signage

The PC were in agreement that signs had been extensive and, in some places confusing. Also, the delay in removing out of date signs had added to residents' exasperation. The chairman agreed that, as proposed in his email, Cllr Cox should write to Kent Highways .

Action: Cllr Cox

12. General Council Business

Correspondence received

- Kent Highways email 01/06 re design fee

The Design fee quote for the Greensand Way. The chairman confirmed that the PC should reply requesting a price for the design fee quote. **Action: Clerk**

- Ashford Access Group– Hothfield Common Speed Limit Reduction.

The Chairman suggested that we invite Susan Mansfield along to the residents meeting and/or the next PC meeting to discuss further.

- Grass Cutting outside the Bluebells Childrens' Centre

The clerk will contact Aspire at the Borough Council to understand why some areas of the green are being cut back and others are being left to grow as we have received a number of enquiries about this. **Action Clerk.**

12.2 Village Hall- The Committee meet last week. The PC chairman was not in attendance and therefore no report was provided. The clerk confirmed that a key for the noticeboard has been passed to the village hall which that they can use as they wish.

12.3 PCSO /KCC Warden – The PC have not yet been made aware of a new incumbent in the KCC Warden role. A police community meeting roadshow has been scheduled for 11th October on Hothfield Green. The PC encourage residents to attend with any concerns or issues they have.

12.4 MUGA – The clerk confirmed that she had advertised locally for a painter to quote on the works to the MUGA and children's shelter.

12.5 Hothfield Newsletter – Cllr Pollock enquired as to whether the newsletter had a published calendar of events. At present the diary for the village hall, and the church is displayed but there is not a regular updated calendar pulling together all events in the village. Cllr Pollock agreed to create such a calendar for inclusion on the website and in the newsletter. **Action: Cllr Pollock**

The Chairman had been approached regarding advertising in the newsletter. It was agreed that payment should be sought from advertisers outside of the village.

The clerk confirmed that an outsourced quote for the printing the newsletter, had been received and circulated to all prior to the meeting. The Chairman confirmed that at this time the printer was still working but there was a need to forecast in the budget 23/24 for a new or refurbished machine.

12.6 Solar Project Residents Meeting- The resident meeting is taking place on the 8th October at 10.30 am to discuss solar idea. An agenda and notes will be prepared for the chairman beforehand.

13. Forum for Exchange of Information between Councillors

Money from ticket sales for the Jubilee was passed to the clerk for banking.

Cllr Pollock raised the question as to whether Hothfield would host a craft and flower show similar to that held in years past. The parish council were in agreement that this was a lovely idea and so too was the Christmas lights evening. However, with such a small parish council we would require willing volunteer to assist with putting together these events. It was agreed that the Chairman should seek the views of residents at the village meeting and if there was an appetite for events such as a Christmas event, Flower Craft show, Kings Coronation then perhaps volunteers would come forward and form a working group to bring these ideas to fruition.

Action: Chairman

A suggested date for the Christmas tree light up would be Friday 16th December 2022. This date would also be conveyed to residents at the village meeting. The PC asked whether Flossys bakes would provide the prizes.

14. Items for The Next Agenda

No additional items were identified.

15. Date of the Next Meeting

The next meeting will take place on Wednesday of the month October 12th 2022 at 7.00pm.