

Hothfield Parish Council

TO ALL MEMBERS OF HOTHFIELD PARISH COUNCIL YOU ARE HEREBY SUMMONED to attend the meeting of the PARISH COUNCIL to be held on Wednesday 1st June 2022 at 7.00pm at Bluebells Children's Centre, Hothfield.

Note - The Meeting is an open meeting and can be attended by any Member of the Public.

<u>Item No</u>	<u>Agenda Items</u>
1	Note of Persons Present
2	Apologies for Absence
3	<p>Declarations of Pecuniary and Significant Interest</p> <p><i>A member who declares a Declaration of Pecuniary Interest in relation to any item on the agenda will need to leave the meeting for the whole of that item and will not be able to speak or take part, unless a relevant Dispensation has been granted.)</i></p> <p><i>(A member who declares an Other Significant Interest will be able to speak on the item, but will be required to leave the meeting for the vote).</i></p> <p style="margin-left: 40px;">i) To note the granting of any Requests for Dispensations and the decision</p> <p style="margin-left: 40px;">ii) Updating of Declarations of Interest</p>
4	<p>Public Interval</p> <p>(The period of time designated for public participation in accordance with Standing Order 1(d) shall not exceed 30 minutes. Subject to Standing Order 1(e), each member of the public is entitled to speak once only in respect of business itemised on the agenda) Members of the public are allowed 2 mins to direct questions to the chairman. HPC request that all attendees note the following: -</p> <ul style="list-style-type: none"> • Statements are not to be made • Where possible the chairman will address & answer questions raised at the meeting. • If the Chairman/ PC is unable to answer the question raised. The PC will respond in writing to the individual or provide an answer at the next scheduled meeting. • Complaints relating to individual councillors need to be submitted in writing via the clerk. • Names and or addresses of individuals at the public interval will not be recorded in the minutes.
5	Acceptance of Minutes from Previous Meeting
6	Matters for Report Arising from previous meeting (Items for discussion only. No decisions can be made under this heading)
7	Planning (All applications received by the date of this agenda will be shown on the attached Planning Application Record. If no Planning Application Record is attached then no applications have been received. Other applications may be discussed if they are received after the date of publication and at the discretion of the council, if they are not considered to be contentious. Please contact the Clerk for further information)
8	Borough Councillors Report
9	Financial Reports

	<ul style="list-style-type: none"> • Bank Reconciliation • Payment of Accounts
10	<p>AGAR 21/22</p> <p>Approval of the Annual Governance Statement by members of the meeting (Sec 1 p5/6)</p> <p>Signing & dating of the Statement by the chairman (Sec 1 p5/6)</p> <p>Signing & dating of the Accounting Statement by the Chairman (Sec 2 p6/6)</p> <p>Signing & dating of the Certificate of Exemption (p3/6)</p>
13	<p>Review of Policies & Procedures</p> <ul style="list-style-type: none"> • Complaints Procedure • Employment Policy (for July meeting)
14	<p>Determine Dates of future ordinary meetings up to and including the next Annual Parish Meeting</p> <p><i>A Parish Meeting must be held once a year, between 1st March and the 1st June (inclusive), i.e. the Annual Meeting. The meeting should not commence before 6.00 pm (SLCC APM Guidance Notes 2019)</i></p>
15	<p>General Council Business</p> <ol style="list-style-type: none"> 1. Correspondence incl any Email Correspondence raised by the Councillors <ul style="list-style-type: none"> • Stodmarsh and planning 20/01644 email GC 23/05 • Potholes on the Street email GC 20/05 2 Queens Jubilee Celebration Update 3. Village Hall 3. Items brought to the attention of the PC via PCSO or KCC Warden 5. Muga <ul style="list-style-type: none"> • Report issued prior to meeting 7. Hothfield Newsletter
16	<p>Solar Funding Potential Projects update:</p> <ul style="list-style-type: none"> • Outdoor Gym Area • Speed Restrictions through the Village • Path to connect East & West Hothfield (surface costs GC 20/05) • History Society Website & or cabinet • Village Christmas Tree • Flower Planters • CCTV • Queens Jubilee Celebration
17	<p>HPC projects not included within the solar funding monies range of items:</p> <ul style="list-style-type: none"> • Muga Painting (resurfacing costs) • Village Green Fence
18	<p>Forum for Exchange of Information between Councillors (Items are for discussion only. No decisions can be made under this heading)</p>
19	<p>Items for the Next Agenda</p>

20	Date of Next Meeting
Signed: M A Norris Parish Clerk	

Hothfield Parish Council

Planning Items for Discussion - June 2022

New Planning Applications

Case No	Parish	Ward	Location and Description
22/00690/AS	Hothfield	Upper Weald Ward	Manor Cottage, Church Lane, Hothfield, Ashford, TN26 1EL Lawful Development Certificate - Proposed alteration of roof with flue and windows on conservatory Initial target date 07/07