

[Newchurch Parish Council](#)

Minutes of Meeting 2024-6 held on Monday 1<sup>st</sup> July 2024 in-person and in-public at The Old Wool Store, Brooker Farm, Newchurch Lane, Romney Marsh, TN29 0DT. At 7.30 pm the Chairman Colin Woollard welcomed all present and opened the Ordinary Parish Council Meeting. Councillors noted that the meeting originally convened for Monday 3<sup>rd</sup> June was inquorate and therefore had been adjourned to this present date and time.

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
2024-6-1	Persons Present	<u>Councillors</u> Colin Woollard, Alison Youd, Tony Goode; 2 members of the public. <u>Officer</u> , Mr Michael Sharpe (Clerk & Responsible Financial Officer/RFO to Newchurch Parish Council/ NPC) The meeting was quorate, with 3 sitting Parish Councillors.	
2024-6-2	Apologies	Invited speakers Tony Cooper and Tony Hills (Kent County and Folkestone & Hythe District Councillors).	
2024-6-3	Declarations of Interest	The Chairman reminded all Parish Councillors to declare any conflicts of interest in the business before them. No declarations were made.	
2024-6-4	Co-option of new Parish Councillors	In accordance with the NPC Co-option Policy, sitting Councillors considered the filling of the two vacancies caused by resignations in May. Since no poll had been called, the two members of the public present put themselves forward for co-option. After due debate it was RESOLVED that Michelle BARDEN and Scott FIELDING should be co-opted with immediate effect – proposed Tony Goode, seconded Alison Youd. Once they had signed, and the Proper Officer had witnessed, their Declarations of Acceptance of Office, they both took full part in the Ordinary Meeting as Councillors. Chairman Colin Woollard thanked Cllrs Fielding and Barden for volunteering, and hoped they will quickly play a full part in Council projects.	<b>ACTION Clerk</b> to arrange welcome pack of necessary documents to be handed to new Councillors; induction training on July 22 <sup>nd</sup> online; notification to FHDC, and NPC website, for records.
2024-6-5	Approval of minutes of the previous Parish Council meeting	The minutes of the Parish Council meeting of 14 <sup>th</sup> May 2024 were examined, discussed and unanimously APPROVED. Proposed C Woollard, seconded A Youd. The Clerk placed the signed copy in the Minutes Book straightway.	<b>ACTION Clerk</b> to update website by 15th July.
2024-6-6	Matters Arising	Councillors noted that the action points had been achieved. Cllr Goode shared the findings of his enquiries of other Parish Councils which have passed the running of their playgrounds to a charitable trust or other body. Councillors thanked again Alison Youd for her diligent hard work in organising the D-Day 80 commemoration, which had gone very well.	
2024-6-7	Invited speakers and public participation	No members of the public were present. KCC member Tony Hills's report was read out to the meeting. District Cllr Tony Cooper had emailed to say he would be in touch after the General Election on 4 <sup>th</sup> July.	
2024-6-8	FINANCIAL REPORT	Mr Sharpe as RFO informed Councillors that the monies at bank on 30th June totalled £6,334.98, according to the online statements. The Bank reconciliation against the NPC accounting records was duly signed. Previous payments of invoices following the inquorate June meeting were then ratified under Regulation 6(6) of the NPC Financial Regulations:	

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
		<p>Mulberry Local Authority Services Ltd, Farnham <i>Internal Audit May 2024</i> £113.75+VAT£22.75=<b>£136.50</b>  Value Products Ltd <i>Custom safety sign for basketball backboard online purchase</i> £17.01+VAT£3.40=<b>£20.41</b>  Mr M V Sharpe, Clerk <i>Mobile phone £10 top-up plus replacement Basketball Net</i> £17.04+VAT£1.41=<b>£18.45</b>  Cheques were then signed for the following items:  Hopkins+, St Mary's Bay <i>Defibrillator Maintenance 2024</i> £207.90+VAT£41.58=<b>£249.48</b>  Kevin Davis, Newchurch <i>Jubilee Playground Maintenance June 2024</i> <b>£645.00</b> NO VAT  His Majesty's Revenue &amp; Customs (HMRC) <i>Clerk's Income Tax 11th April to 10th July</i> <b>£7.00</b> NO VAT  Michael Sharpe <i>Clerk Salary same period</i> <b>£517.70</b> NO VAT  (7 cheques totaling <b>£1594.54.</b>)</p>	
2024-6-9	Public Notice given for Inspection Period relating to NPC Accounts 23/24	The Clerk / RFO confirmed that the Notice had been published along with the applicable AGAR documents on Tuesday 4 <sup>th</sup> June, and the public inspection period was set as Monday 10 <sup>th</sup> June to Friday 19 <sup>th</sup> July inclusive.	<b>ACTION Clerk/RFO</b> to respond to inspection requests as appropriate.
2024-6-10	Planning Matters	<b>24/0936/FH</b> Newchurch House, The Street, Newchurch, TN29 0DZ <i>Works to a tree situated in a Conservation Area - double stemmed Damson - pollard tree to ground level.</i> Having examined the online files at the FHDC Planning Portal, and after due debate, Councillors RESOLVED to support this proposal. Proposed C Woollard, seconded T Goode.	<b>ACTION Clerk</b> to submit Parish Council support comment online to FHDC as Planning Authority by 14 <sup>th</sup> July.
2024-6-11	Correspondence	Councillors considered a response to an email letter from the House of Lords on the subject of a new UK law to improve the safety of lithium-ion batteries, previously circulated. After due discussion, they declined to reply at this stage.	
2024-6-12	Information-sharing	Tony Goode reported on attending the Romney Marshes Internal Drainage Board (RMIDB) recently, as an FHDC representative. He shared the information that yearly rainfall figures show a definite upward trend over the previous 10 years, and that RMIDB has large responsibilities locally in respect of flooding prevention. Its next Board meeting is set for November. Alison Youd thanked all those who helped at the D-Day 80 commemoration. 50-60 people had attended, and given a positive response. The focus next May will be on 'VE-Day 80.'	
2024-6-13	Date, time and place of next NPC Meeting	The Council RESOLVED to hold the next NPC Ordinary Parish Council Meeting at The Old Wool Store, Brooker Farm, Newchurch TN29 0DT on Monday 2 <sup>nd</sup> September, at 7.30pm, unless Councillor availability was in doubt.	<b>ACTION Clerk</b> to circulate September Agenda etc. by 27th August.

The Chairman thanked all those present for their contributions, and declared the Parish Council meeting to be closed at 8.12 pm. END.