

Newchurch Parish Council

Minutes of Meeting 2021-7 held on Monday 26th July 2021 in person at The Old Wool Store, Brooker Farm, Newchurch, Romney Marsh, TN29 0DT.

At 7.30 pm Chairman Cllr Apps welcomed all participants to the Ordinary Parish Council Meeting.

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
2021-7-1	Persons Present	<u>Councillors</u> Trevor Apps (Chairman), Alison Youd, Tony Goode, Colin Woollard; <u>Officers</u> , Mr Michael Sharpe (Clerk to Newchurch Parish Council/ NPC).	
2021-7-2	Apologies	Cllr Deborah Woollard, Mrs Valerie Denby (Responsible Financial Officer / RFO, NPC).	
2021-7-3	Declarations of Interest	The Chairman reminded Councillors of their obligation to declare any interest, pecuniary or otherwise, before each item begins to be discussed.	
2021-7-4	Final Minutes of previous meeting	The minutes of the Parish Council meeting of 28th June 2021 were examined and discussed and unanimously APPROVED. Proposed A Goode seconded A Youd.	ACTION Clerk to place signed copy in Minute Book forthwith, and update website, by 31 st July.
2021-7-5	Matters Arising	Under Minute 2021-6-8 (Illumination of Village Sign) the Clerk prepared a short report for the Council recommending that permission be sought from the owners of the Donkey Field, and advice be sought from planning law experts. Councillors RESOLVED so to do, proposed T Apps, seconded A Youd.	ACTION Clerk to seek free advice on 'illuminated sign' permission, from Kent Association of Local Councils, by 23 rd August 2021, and circulate reply to Councillors. ACTION T Apps to approach owners, as convenient.
2021-7-6	FINANCIAL REPORT	T Apps read out the report from Mrs Denby. Cllr Goode, being a non-signatory for cheques, examined and signed the bank reconciliation. T Apps then submitted a single cheque for signature: Newchurch Village Hall Committee hire of hall for June meeting of PC £8.00 no VAT The RFO's report was accepted and the payments approved, proposed, T Apps seconded A Youd, all in favour. The Council then invited the Clerk to leave the meeting while it debated changes to his Contract of Employment. It RESOLVED to make payment on Spinal Column Point 7 (National Association of Local Councils) at agreed hours of 15 per month, backdated to April 2021, proposed A Youd, seconded T Apps.	ACTION: T Goode and C Woollard to provide details for bank mandate forms, as convenient. ACTION Clerk to update and sign revised Contract of Employment Document, and incorporate new salary rates in October payslip.
2021-7-7	Planning Applications, Listed Building Consents, Tree Works	21/0791 The Manor House, Newchurch, TN29 0DL Conversion of a stable block and barn to home-office/playroom and art studio After debate the Council RESOLVED to 'support', proposed T Apps, seconded T Goode.	ACTION Clerk to access FHDC Planning Portal and signify 'support' without comments, by 29 th July.

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2021-7-8	Dog Waste Bin Problems	The Council considered a report of misuse of one of the dog waste bins it provides in the village, where a resident complained it is being used for disposal of commercial rather than individual dog waste. After due debate, the Council RESOLVED to revisit previous correspondence with FHDC as the enforcement authority for littering and waste matters, and contact as appropriate. Proposed T Apps, seconded C Woollard.	ACTION Clerk to email the FHDC officer who has previously followed up similar complaints in the past, by 20 th August.
2021-7-9	Grass Mowing & other maintenance	Councillors considered the current arrangements for cutting and strimming of Jubilee Field and The Spinney, with succession planning.	ACTION Clerk to draft specification and tendering exercise, for September meeting.
2021-7-10	Correspondence	<p>1. Kent County Council Public Transport Bus Services Improvement Plan. Councillors noted the request to display the poster on the Parish Notice Board (already done by Chairman), and to contribute to the consultation.</p> <p>2. Community Resilience / Emergency Plan Survey from Kent Association of Local Councils (KALC)</p> <p>After debate, it RESOLVED to delegate both responses to the Clerk. Proposed T Apps, seconded A Youd</p>	<p>ACTION Clerk to respond to letstalk.kent.gov.uk/busfuture when convenient.</p> <p>ACTION Clerk to respond to KALC, by 28th August.</p>
2021-7-11	Exchange of informal information	<p>Councillors asked if any update on the Westgate Industrial Site complaints had been available, and the Clerk stated he was still waiting for a response.</p> <p>Two Councillors noted that the Parish Council email addresses were proving problematic for them.</p> <p>A Kent Highways 30 mph pole-mounted speed sign on Newchurch Lane appears to be toppling very slowly into the nearby ditch.</p> <p>The Clerk reminded Councillors that an independent playground inspection had been booked for July for insurance purposes, and the report should be considered at the September meeting.</p>	
2021-7-12	Next meeting	The Council RESOLVED to hold its next meeting as planned at The Old Wool Store at 7.30pm on Monday 6 th September 2021, subject to further COVID-19 and other restrictions intervening, proposed T Apps, seconded A Youd.	ACTION Clerk to update website, and prepare and circulate papers for July meeting, by 28 th August.

The Chairman declared the Parish Council meeting to be concluded at 8.27 pm. END.