

[Newchurch Parish Council](#)



Minutes of Meeting 2023-3 held on Monday 6th March 2023 in person in The Community Room, Newchurch Social Club, Romney Marsh, TN29 0DT. At 7.30 pm the Chairman Colin Woollard thanked all present for attending, and opened the Ordinary Parish Council Meeting.

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
2023-3-1	Persons Present	<u>Councillors</u> Tony Goode, Alison Youd, Colin Woollard, James Farrant, 10 members of the public, <u>Officer</u> , Mr Michael Sharpe (Clerk & Responsible Financial Officer / RFO to Newchurch Parish Council / NPC).	
2023-3-2	Apologies	Parish Councillor Deborah Woollard.	
2023-3-3	Declarations of Interest	None.	
2023-3-4	Public Interval / Coronation celebration	Following on from the plans made at the February meeting, Cllr A Youd made a presentation on the current arrangements. Thanks were given to local residents for printing and distributing the flyers, which had received a positive response. The Craft Group reported satisfactory donations of material for bunting, including the purple shade desired. After a wide-ranging debate, a further flyer was decided upon to inform residents of all the events on offer. With only 8 weeks to go, and Easter and May Bank holidays intervening, the emphasis is to be on early preparation involving all interested parties. At the conclusion of the group discussion (8pm), the 10 members of the public left the meeting.	<u>ACTION A Youd</u> to draft second flyer <u>ACTION C Woollard</u> to arrange flyer printing <u>ACTION All Councillors</u> to engage with residents responsible for various tasks.
2023-3-5	Approval of minutes of the previous Parish Council meeting	The minutes of the Parish Council meeting of 6th February 2023 were examined and discussed and unanimously APPROVED. Proposed T Goode, seconded J Farrant.	<u>ACTION Clerk</u> to place signed copy in Minute Book forthwith, and to update website by 17 th March.
2023-3-6	Matters arising	Under <u>Minute 2023-2-8</u> Mr Sharpe as RFO stated the VAT reclaim in the sum of £759.69 has been made online, but the money may not arrive before year-end at 31 st March. He also reported that the SpaceHive crowdfunding arrangement through Kent County Council involved setting up new financial arrangements which were proving complex.	<u>ACTION Clerk/RFO</u> to inform Councillors of receipt of funds, and consequent progress of Phase 1 of playground works, as appropriate..
2023-3-7	Review of Playground Improvement Projects	A Youd reported that the 'No Dogs in Playground' signs were in position. Councillors considered the print copy of the PlaySafety report from last July and designated the most urgent items.	<u>ACTION C Woollard & J Farrant</u> to attend the site as soon as feasible and effect repairs.

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2023-3-8	FINANCIAL REPORT	As RFO, Mr Sharpe produced a Bank statement and Reconciliation showing monies at bank on 4 th February as £5,233.57. The Council RESOLVED to accept the report and to sign the bank reconciliation. Proposed C Woollard seconded J Farrant. There were no cheques for signature	ACTION Clerk to finalise year-end procedures and report to April meeting.
2023-3-9	Planning	23/0077/FH Pickney Bush Cottages, Pickneybush Lane, Newchurch, TN29 0BZ <i>Demolition of existing cottages and erection of one 3 bed and one 4 bed semi-detached dwellings.</i> Councillors after due debate RESOLVED to support the application. Proposed C Woollard, seconded A Goode.	ACTION Clerk to email FHDC Planning with NPC's comments, by 10 th March 2023.
2023-3-10	Internal Auditor	Mr Sharpe informed Councillors that of the six potential Internal Auditors approached last year, only Mulberrys of Guildford had indicated a willingness to be appointed. He had therefore arranged for the 22/23 Internal Audit (IA) report to be prepared by Mulberrys in May, and for the appointment to be reviewed / renewed in September 2023. IA costs of around £120 had been budgeted for.	ACTION Clerk to liaise remotely with Internal Auditor in May and bring IA report to June meeting for Annual Governance and Accountability Return (AGAR).
2023-3-11	Parish Council elections May 2023	Mr Sharpe reminded Councillors that nomination forms are available from the Electoral Commission website https://www.electoralcommission.org.uk/i-am-a/candidate-or-agent/parish-council-elections-england and should be taken physically to FHDC Elections Department between Monday 20 th March and Tuesday 4 th April (10am to 4 pm) inclusive.	ACTION All Councillors to consider the arrangements; and to seek advice on Electoral Roll numbers etc from Clerk if necessary.
2023-3-12	Information-sharing	Councillors mentioned the continuing problems with streetlight repairs, and attendance at the Romney Marsh Forum when matters of interest come up.	
2023-3-13	Dates, times and places of future Parish Council Meetings	The Council RESOLVED to hold its next Ordinary Parish Council Meeting at The Community Room, Newchurch Village Hall, Newchurch TN29 0DP on Monday 3 rd April 2023 at 7.30pm, in order to invite residents further to develop the Coronation celebration plans. It selected the dates of 15 th May, 5 th June, 3 rd July, 4 th September, 2 nd October, 6 th November, 4 th December, 8 th January 2024, 5 th February, 4 th March and 1 st April (subject to change) for its yearly meetings cycle.	ACTION A Youd to book April venue. ACTION Clerk to circulate Agenda etc. by 28 th March, and book Old Wool Store for other meetings, if available.

The Chairman declared the Parish Council meeting to be concluded at 8.39 pm. END.