

[Newchurch Parish Council](#)

Minutes of Meeting 2023-7 held on Monday 3rd July 2023 in person in The Old Wool Store, Brooker Farm, Newchurch Lane, Romney Marsh, TN29 0DT. At 7.30 pm the Chairman Alison Youd 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
2023-7-1	Persons Present	<u>Councillors</u> Tony Goode, Alison Youd, Antony Youd, Colin Woollard, Deborah Woollard, <u>Officer</u> , Mr Michael Sharpe (Clerk & Responsible Financial Officer / RFO to Newchurch Parish Council / NPC).	
2023-7-2	Apologies	None.	
2023-7-3	Declarations of Interest	The Chairman reminded each Councillor to declare any conflicts of interest in the business before them. No declarations were made on this occasion.	
2023-7-4	Approval of minutes of the previous Parish Council meeting	The minutes of the Parish Council meeting of 5th June 2023 were examined and discussed and unanimously APPROVED. Proposed C Woollard, seconded Tony Youd.	<u>ACTION Clerk</u> to place signed copy in the Minutes Book forthwith, and update website by 22 nd July
2023-7-5	Matters Arising	Under <u>Minute 2023-6-4</u> Mr Sharpe informed the Council that he was still preparing the Co-Option Policy for publication. Under <u>Minute 2023-6-8</u> Councillors noted that the AGAR documents for 2022/23 had been published as required.	<u>ACTION Clerk</u> to finalise when convenient.
2023-7-6	Public Participation	No members of the public were present.	
2023-7-7	FINANCIAL REPORTS	A. Mr Sharpe as RFO informed Councillors that the monies at bank on 16 th June totalled £4,980.37, according to the postal statement. Since then the outstanding cheque payment sent to KALC had been presented, leaving the Parish Council's funds standing at £4,793.01, as evidenced by the online statement retrieved on the morning of this meeting. The Bank reconciliation was duly signed. B. Councillors then considered the outturn of the Coronation Celebrations budget, and noted a slight surplus which will be placed in a 'D-Day 80 Celebrations' reserve within the Council's accounts C. Councillors went on to consider the payment of the following four cheques: Newchurch Social Club <i>Coronation Celebrations expenditure for barbecue and music</i> £456.43 no VAT Hopkins - St Mary's Bay <i>Defibrillator Maintenance 2023</i> £189 + VAT £37.80 = £226.80 HMRC - <i>Clerk's Income Tax period 11th April 2023 to 10th July</i> £28.40 no VAT Michael Sharpe - <i>Clerk's Salary same period</i> £466.60 no VAT (TOTAL £1178.23) and RESOLVED to approve the payments made. Proposed Alison Youd, seconded T Goode.	<u>ACTION Clerk</u> to note new heading on Reserves spreadsheet, and incorporate into Financial Year 24/25 budget from November <u>ACTION Clerk</u> to post and bank cheques as soon as possible

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2023-7-8	Planning matters	Councillors considered and debated Planning matter 23/0929/FH/TCA (Tree Work within the Conservation Area, at Black Bull House). After due debate they RESOLVED to support the application. Proposed C Woollard, seconded D Woollard	ACTION Clerk to notify FHDC Planning by 16 th July.
2023-7-9	Jubilee Field playground	Councillors considered the 'unintended weeds' in certain areas of the playground and the forthcoming Playsafety inspection due in July. They also reviewed the applications for grants to improve the playground surfaces, and the way forward in terms of raising enough funds to maintain the playground for residents and visitors in the medium and long term. Replacement or remediation of the Youth Shelter was considered. Alternative governance structures , by forming a Trust at arms'-length from the Parish council were mooted. Councillors RESOLVED to seek contractor /handyman help for immediate issues, and to await the report from the Playsafety inspector; also to investigate solutions individually before considering the matter in detail at the September meeting.	ACTION Antony Youd to scope the remedial works, including strimming and thistle/bramble removal; ACTION C Woollard to investigate the feasibility of using 'amenity pesticides'; both to keep councillors informed as far as possible. ACTION Alison Youd to seek handyman quotes. ACTION Clerk to liaise with Alison Youd regarding current and future grant funding opportunities.
2023-7-10	Information-sharing	Councillors noted the possibility that newly-elected District Councillors might welcome an invite to the September meeting, in order to foster good communications between the two Councils. The street light repairs which residents had requested from County and District Councils have been patchy, with one complete replacement of pole and lamp, and no action on an important light over the T-junction. The Kent Highways carriageway repairs on Norwood Lane were likewise reported as unsatisfactory, because a complete closure has resulted in the apparent filling-in of only 2 potholes.	
2023-7-11	Date, time and place of next NPC Meeting	The Council RESOLVED to hold the next Ordinary Parish Council Meeting at The Old Wool Store, Brooker Farm, Newchurch TN29 0DT on Monday 11 Sep, at 7.30pm	ACTION Clerk to circulate Agenda etc. by 5th September, and book Old Wool Store.

The Chairman Alison Youd declared the Parish Council meeting to be concluded at 8.26 pm. END.