

[Newchurch Parish Council](#)

Minutes of Meeting 2023-8 held on Tuesday 25th 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 Extra-Ordinary Parish Council Meeting.

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
2023-8-1	Persons Present	<u>Councillors</u> , Alison Youd, Antony Youd, Colin Woollard, <u>Officer</u> , Mr Michael Sharpe (Clerk & Responsible Financial Officer / RFO to Newchurch Parish Council / NPC).The meeting was noted as quorate, with 3 Parish Councillors present and voting.	
2023-8-2	Apologies	Tony Goode, Deborah Woollard,	
2023-8-3	Declarations of Interest	The Chairman reminded each Councillor to declare any conflicts of interest in the business before them. No declaration was made on this occasion.	
2023-8-4	Approval of minutes of the previous Parish Council meeting	The minutes of the Parish Council meeting of 3rd July 2023 were examined and discussed and unanimously APPROVED. Proposed, Alison Youd, seconded C Woollard.	<b>ACTION Clerk</b> to place signed copy in the Minutes Book forthwith, and update website by 29 <sup>th</sup> July
2023-8-5	FINANCIAL REPORT	Mr Sharpe informed Councillors that the meeting had been called to ensure that a projected spend of around £1250 on the Youth Shelter repairs could be supported from current funds. He noted that the recent VAT reclaim of £1067.03 arrived by electronic payment on 25 <sup>th</sup> July, making monies at bank <b>£4,681.81</b> on the date of this meeting. He guided Councillors through the updated 23/24 Parish Council budget and out-turn, and the statement of earmarked reserves. After due debate and consideration, Councillors RESOLVED to approve a change in the budget line 'Playground Repairs' from £500 to £1350; and to make a corresponding change to the Earmarked 'Play Equipment Reserve' Proposed Alison Youd, seconded Colin Woollard.	<b>ACTION Clerk</b> to update financial spreadsheets accordingly with virement granted.
2023-8-6	Remedial Works to Jubilee Playground Youth Shelter	Councillors noted the arrival of the Playground Safety Inspection Report that day. After a brief consideration of its contents, they decided to change the specification for the works to include anti-corrosion measures on the zip wire supports, and exclude treatment of the Youth Shelter woodwork. Mr Sharpe reported that he had striven to obtain more than one estimate for the works without success. Councillors therefore RESOLVED to enter into contractual relations with Contractor A, who is a local handyman based in Newchurch. Proposed Alison Youd, seconded Antony Youd.	<b>ACTION Clerk</b> to communicate new specification to contractor and draw up and agree contract terms, to include payment by cheque upon satisfactory completion.
2023-8-7	Date, time and place of next NPC Meeting	11 <sup>th</sup> September 2023 Old Wool Store, Brooker Farm, Newchurch at 7.30pm unless otherwise advised. Some apologies in advance were received.	<b>ACTION Clerk</b> to arrange as previously stated

The Chairman Alison Youd declared the Parish Council meeting to be concluded at 7.55 pm. END.