

Newchurch Parish Council

Minutes of Meeting 2024-4 held on Monday 8th April 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 Alison Youd welcomed all present and opened the Ordinary Parish Council Meeting.

Unique Minute Number	Agenda Heading	Record	Action by whom and within what timescale
2024-4-1	Persons Present	<u>Councillors</u> Alison Youd, Antony Youd, Deborah Woollard, Colin Woollard, Tony Goode; <u>Officer</u> , Mr Michael Sharpe (Clerk & Responsible Financial Officer/RFO to Newchurch Parish Council/ NPC) The meeting was quorate, with 5 Parish Councillors.	
2024-4-2	Apologies	Invited speakers Kent County Councillor Tony Hills, Folkestone & Hythe District Council (FHDC) Cllrs Tony Cooper and Tony Hills (the latter double-hatted).	
2024-4-3	Declarations of Interest	The Chairman reminded all Parish Councillors to declare any conflicts of interest in the business before them. No declarations were made.	
2024-4-4	Approval of minutes of the previous Parish Council meeting	The minutes of the Parish Council meeting of 4th March 2024 were examined, discussed and unanimously APPROVED. Proposed Deborah Woollard, seconded Antony Youd. The Clerk placed the signed copy in the Minutes Book straightway.	<u>ACTION Clerk</u> to update website by 15th April
2024-4-5	Matters Arising	Under <u>Minute 2024-3-7</u> Mr Sharpe reported that he had drawn up a specification of jobs to be done at the playground, and he has asked the preferred contractor for costings. Councillors noted the amount budgeted for 2024-25, and the possibility of further grant funding for the major expenditure on phase 2.	
2024-4-6	Invited speakers and public participation	No members of the public were present. The written short reports of invited speaker Kent County Councillor Tony Hills and District Cllr Tony Cooper, who were detained elsewhere, had been circulated by email to Councillors and were taken as read. Councillors noted Police Constable Steve Putland's frequent reports on the 'My Community Voice Kent' platform and the ability to communicate with him by this means.	
2024-4-7	FINANCIAL REPORT	Mr Sharpe as RFO informed Councillors that the monies at bank on 31st March totalled £1,465.88, according to the online statements. The Bank reconciliation against the NPC accounting records was duly signed. Cheques were signed for the following: Michael Sharpe, <i>Clerk's Salary from 11th Jan to 10th Apr</i> £496.70 , His Majesty's Revenue & Customs (HMRC) <i>Clerk's Income Tax same period</i> £1.60 (2 cheques totalling £498.30) . Councillors noted that the FY 23-24 figures for the Annual Governance process were Receipts of £7,184, Payments of £12,012, because of the net spend of £4,990 on the resurfacing under the playground swings in March 2023 being paid in April.	<u>ACTION Clerk</u> to finalise FY 23-24 accounts and communicate with Internal Auditor, by end April. AGAR exemption certificate to be on the May agenda, AGAR publication by 30 th June.
2024-4-8	PLANNING	24/0241/FH/TCA Newchurch House, Newchurch, TN29 0DZ <i>Works to trees situated in a Conservation area comprising of T1 Ash reduce reduce height by 3 metres.</i> After due deliberation, Councillors RESOLVED to support.	<u>ACTION Clerk</u> to comment online by deadline of 9 th April.

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2024-4-9	Westgate Industrial Estate	Complaints of out-of-hours activity at the site towards the East of the village centre were received from several local residents. Alison Youd had spent some time producing a chronology of incidents at the site, which was distributed and discussed among Councillors. The alleged contraventions of the planning restrictions on working hours being the primary responsibility of FHDC, Alison Youd had emailed the Planning Enforcement Department and copied in FHDC Councillors for information. Further correspondence is expected in the coming weeks.	<u>ACTION Alison Youd</u> to monitor the situation, to continue to communicate with the various parties involved, and to keep fellow-Councillors as informed as possible..
2024-4-10	Correspondence	1. Silvertime Legal – offer of a Free Community Talk 2. FHDC Elections Department – Police & Crime Commissioner elections on 2 nd May and change in postal voting arrangements	<u>ACTION Clerk</u> to reply in negative terms to offer, by 18 th April.
2024-4-11	Information-sharing	Chairman Alison Youd reported on potholes in The Street, which have been marked up. 10 of these appear to have been repaired, leaving some to do, possibly at the same time as Gammons Farm Lane potholes.	
2024-4-12	Date, time and place of next NPC Meeting	The Council RESOLVED to hold the NPC Annual Parish Council Meeting at The Village Hall on Monday 13 th May. The June meeting to consider the Annual Governance Report and Financial Statements was set for Monday 3 rd June.	<u>ACTION Clerk</u> to circulate May Agenda etc. by 7 th May. <u>ACTION Alison Youd</u> to book Community Room at Village Hall from 7pm to 9pm as soon as convenient, and request invoice for Hall Hire.

The Chairman thanked all those present for their contributions, and declared the Parish Council meeting to be closed at 8.23 pm. END.