

### Newchurch Parish Council

**Minutes** of Meeting 2021-8 held on Monday 6<sup>th</sup> September 2021 in person at The Old Wool Store, Brooker Farm, Newchurch, Romney Marsh, TN29 0DT.

At 7.32 pm Chairman Cllr Apps welcomed all participants to the Ordinary Parish Council Meeting.

<b>Unique Minute Number</b>	<b>Agenda Heading</b>	<b>Record</b>	<b>Action by whom and within what timescale</b>
2021-8-1	Persons Present	<u>Councillors</u> Trevor Apps (Chairman), Tony Goode, Deborah Woollard, Colin Woollard; <u>Officers</u> , Mr Michael Sharpe (Clerk to Newchurch Parish Council/ NPC), Mrs Valerie Denby (Responsible Financial Officer / RFO, NPC).	
2021-8-2	Apologies	Cllr Alison Youd, Police Community Support Officer (PCSO) Ferenc Zsinko.	
2021-8-3	Declarations of Interest	The Chairman reminded Councillors of their obligation to declare any interest, pecuniary or otherwise, before each item begins to be discussed.	
2021-8-4	Final Minutes of previous meeting	The minutes of the Parish Council meeting of 26th July 2021 were examined and discussed and unanimously APPROVED. Proposed A Goode seconded D Woollard.	<b>ACTION</b> Clerk to place copy in Minute Book when signed, and update website, by 21 <sup>st</sup> September.
2021-8-5	Matters Arising	Under <u>Minute 2021-7-5</u> T Apps reported he had permission from the owners of the Donkey Field to place the solar powered lights on the Village Sign. <u>Regarding 2021-7-6</u> , it was noted that Councillors still had the bank mandate forms to complete. Under <u>2021-7-8</u> the Council noted that the commercial enterprise apparently misusing the Dog Waste Bin provided by the Council has been written to by an Environmental Protection Officer from Folkestone & Hythe District Council (FHDC) to remind that business of its responsibilities for disposal of commercial waste.	<b>ACTION</b> Clerk to report on FHDC response for pre-application advice on illuminating the Village Sign, as soon as received. <b>ACTION</b> V Denby to liaise with A Goode, D Woollard and C Woollard at and after the meeting, to sign the bank forms as appropriate without delay.
2021-8-6	Public Interval	No members of the public attended.	
2021-8-7	Planning Applications, Listed Building Consents, Tree Works	The Parish Council was invited in correspondence from Folkestone & Hythe District Council (FHDC – the Planning Authority) to comment on: <i>21/1646, 21/1687 and 21/1696, all being 'Creation of ponds for Great Crested Newts as part of Natural England's District Level Licensing scheme' at:</i> <ul style="list-style-type: none"> <li>• Land at rear of Moat House, Ashford Road, Ivychurch, (150 m<sup>2</sup> in area) – outside Newchurch Parish</li> <li>• Dean House, Newchurch, Romney Marsh, TN29 0DL 2 ponds (185m<sup>2</sup> and 210m<sup>2</sup>)</li> <li>• Mill House, Newchurch, Romney Marsh, TN29 0EB (200m<sup>2</sup> pond)</li> </ul>	<b>ACTION</b> Clerk to access FHDC Planning Portal and signify 'support' without comments, by 10 <sup>th</sup> September.

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		After debate the Council RESOLVED to 'support', proposed D Woollard, seconded A Goode.	
2021-8-8	FINANCIAL REPORT	Responsible Financial Officer (RFO) Mrs Denby stated the bank balances to be £0.06 in the deposit account and £10,516.60 in the current account. The cheque for £8 to Newchurch Village Hall signed at the last Parish Council meeting remains uncleared. The bank reconciliation therefore amounts to £10,508.66. Councillors approved the following items for payment: Playsafety Limited <i>Playground Inspection July 2021</i> £86 + £17.20 VAT = £103.20 Information Commissioner's Office <i>Registration 21-22</i> £40 (no VAT) Brooker Farms, Newchurch <i>Grass Cutting at Jubilee Field and the Spinney for calendar year 2021</i> £550 + £110 VAT = £660 <b><i>TOTAL £803.20</i></b>	
2021-8-9	Jubilee Field Fencing	T Apps reminded the Council that the post and rail fence with 'sheep' stock wire on the northern edge of the Jubilee Field playground needs repair and/or replacement. He has had an initial estimate for 23 metres like-for-like replacement of over £1200. After discussion the Council RESOLVED to request firm quotes from at least two other repair contractors, using certified Jackson's Fencing materials.	<b>ACTION:</b> Clerk to engage in tendering exercise with 4 contractors, and prepare responses for consideration at October meeting.
2021-8-10	Jubilee Field Playground Safety Report July 2021	The Council considered the Report from Playsafety Limited. Some of the adverse findings had been attended to immediately, and T Apps gave heartfelt thanks to Mr & Mrs Denby for cleansing the play area of 'unintended weeds'. Cut-back of overhanging branches is subject to Tree Work permission from FHDC. T Apps has already engaged a resident volunteer to attend to this free of charge when permission is granted. Major refurbishment of a large item of apparatus is anticipated. The RFO noted that the amount currently in the 'Play Equipment Reserve' stands at £1938.40.	<b>ACTION:</b> Clerk to gain permission for Tree Work in a Conservation Area from FHDC, by end October.  <b>ACTION:</b> All Councillors to make informal site visits to clarify the substance of the report, and consider further the appropriate actions and expenditure.
2021-8-11	Village Hall Grass Cuttings - disposal	The Council received a request from the Village Hall Committee for disposal of its periodic grass cuttings on the spare ground at the south-west corner of the Jubilee Field. After due consideration the Council RESOLVED to grant the request, proposed T Apps, seconded A Goode.	
2021-8-12	General Power of Competence	The Clerk informed the Council that it is now legally able to assume the 'General Power of Competence'(GPC) under the <i>Localism Act 2011</i> , because in July 2021 he achieved the	

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		required Certificate in Local Council Administration (CiLCA), and more than two thirds of Councillors are elected (rather than co-opted). This status allows the Council a degree of extra freedom in pursuing individual projects in future. After discussion, Councillors RESOLVED to adopt the Power. Proposed T Apps, seconded D Woollard.	
2021-8-13	Correspondence	<p>1. <i>The Queen's Platinum Jubilee Beacons June 2<sup>nd</sup> 2022</i> Following the invitation from the Queen's Toastmaster to local Councils to 'sign up' to make arrangements for this commemorative event, Councillors agreed it is important to co-ordinate celebrations for that weekend with other village organisations, such as the Social Club. RESOLVED to take part as fully as possible, proposed T Apps, seconded T Goode</p> <p>2. The Council received a flurry of emails from several different bodies about the availability of KCC COVID-19 Grants – 'community hall strand'. In discussing the topic Councillors were informed that the Village Hall Committee was already actively pursuing options under the UK Government's 'welcome back' funding, including the KCC stream, and that the Parish Council had no formal role in this, contrary to earlier reports.</p>	<b>ACTION Clerk</b> to respond to email and notify 'signing up' to light the beacon at The Spinney in line with the national arrangements.
2021-8-14	Exchange of informal information	<p>Councillors heard that the street lamp outside Bramley Cottage was still broken, but had been moved to a replacement pole by UK Power Networks.</p> <p>A Goode informed colleagues that he had arranged to attend the FHDC Planning Forum online on 28<sup>th</sup> October.</p> <p>Councillors discussed the 'role titles' assigned to the by the Clerk for the website, under the Transparency Code 2015.</p>	<p><b>ACTION Clerk</b> to email FHDC engineer to enquire about the progress of the replacement lamp already promised, by 22<sup>nd</sup> September.</p> <p><b>ACTION Clerk</b> to change role designations appropriately, by 24<sup>th</sup> September.</p>
2021-8-15	Next meeting	The Council RESOLVED to hold its next meeting as planned at The Old Wool Store at 7.30pm on Monday 4 <sup>th</sup> October 2021, subject to further COVID-19 and other restrictions intervening, proposed T Apps, seconded D Woollard.	<b>ACTION Clerk</b> to update website, and prepare and circulate papers for October meeting, by 28 <sup>th</sup> September.

The Chairman declared the Parish Council meeting to be concluded at 8.43 pm. END.